



Community Vaccine Champions (CVC) Update
Health and Wellbeing Board

20th January 2023

CVC Programme Evaluation and progress towards possible Phase 3

Martin White Consultant in Public Health



Workstream Name and Objective			Report Date:	RAG	Change from last report
Community Vaccine Champions (CVC)			12/01/2023		↔
Workstream Lead:	Martin White Kausar Bibi	PMO Lead:	Martin White Kausar Bibi	Report Author:	Kausar Bibi


Progress Summary Narrative

Phase 2 of the CVC programme was successfully closed as planned on 31.10.22. Since then the evaluation report for the whole programme has been drafted and is currently being edited by Professor Wagstaff at University of Reading. We expect to publish the report at the end of January 2023.

As planned the remaining funds were used to employ a Sustainability and partnership lead until March 2023. This role has two main purposes:


- 1.To identify and secure funding opportunities for a possible Phase 3
2. To work with partners and stakeholders to support the onwads development of the network of Community Vaccine/Health Champions.

Project Name	Key Deliverables	Due Date	Activity Completed This Period	Activity Planned Next Period	Lead Officer	RAG
Programme Management	Programme Resourcing	31/09/22	Implementation of Phase 2 resource underway - renewal of contracts/roles and costs for team deliverables	Delivery Plan and resource management planning implemented for the extension period	KB	
Programme Management	Programme Governance	31/09/22	Programme governance and structure document produced is being implemented for the Phase 2 period	Project leads to update governance document weekly	KB	
Programme Management	Monitoring & Reporting Process	31/09/22	Meeting with DLUHC confirmed the new monitoring data reporting process taking place in Oct, Jan and April. New reporting process confirmed. Phase 1 reporting submitted to DLUHC. The Phase 2 reporting will capture outcomes of extension, including expenditure and data agreed in the Phase 2 delivery plan.	VCS providers to complete end of phase 1 evaluation form and submit to RBC. End of programme evaluation and workstream case studies will be completed by mid-November	KB	

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Community Vaccine Champions (CVC)	12/01/23		

Workstream Lead:	Kausar Bibi	PMO Lead:	Kausar Bibi	Report Author:	Kausar Bibi
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Project Name	Key Deliverables	Due Date	Activity Completed This Period	Activity Planned Next Period	Lead Officer	RAG
Programme Management	Project Workstreams Governance	31/09/22	Project leads concluded phase 1, VCS organisations contract delivery being evaluated. Completion of project plans commenced for phase 2, to reflect agreed deliverables and timeline. A new RAID log created for Phase 2.	Complete on evaluation of phase 1. Commence completion of project plan and raid log.	KB/ Project Leads	
Programme Management	Communications - VCS	31/09/22	Ongoing comms to VCS via ongoing communication via VIN, RVA mailing lists and wider VCS networks	Comms via VIN and Steering Group continues	KB / BP	
Programme Management	Communications - Internal/Other	31/09/22	Ongoing internal and external updates and reporting with established groups and boards Communications workshop on 26th Sept.	Ongoing attendance at fortnightly and monthly groups/board meetings to provide updates on CVC Programme	KB/ BP	
Programme Management	Finance	31/09/22	Budget planning for phase 2 completed. Completion on spend for phase 1 currently underway, will be concluded in early September, and report submitted to DLUHC. Allocation of fund for the relevant workstreams have been completed.	Complete on expenditure and spend on phase 1. Submit financial expenditure to DLUHC.	KB / ZC / EC /BP	

Workstream Name and Objective		Report Date:	RAG	Change from last report	
Community Vaccine Champions (CVC)		12/01/23			
Key Issues Description	Action		Due Date	Lead Officer	RAG
Ongoing challenges with accessing data from national portal	Treat: Working with the Informatics team to submit relevant documents to reactivate access. KB has raised this issue with BP		01/09/22	JS/KM	
Key Risks Description	Action		Due Date	Lead Officer	RAG
Delay in completing approval process within RBC may impact timeline for go-live date for phase 2	Reduce: Working with relevant individuals to expedite the process for signing off on documents for approval.		01/09/22	KB	
Oxford Health may not be available to support Phase 2 of the programme	Reduce: Exploring other vaccination support options I.e St Johns Ambulance & pharmacies Berks West Autumn Vaccination Plan has been drafted and discussion underway through the BW Vaccine Action Group to ensure support for vaccinators to the Outreach/pop ups		08/09/22	BP	
Enough funding allocated for phase 2 of the programme	Treat: Mitigating through the underspend that is being allocated to projected cost for phase 2. Also, to include a contingency fund for other unforeseen expenditure.		01/09/22	KB	
Key performance indicators / measures	Update		Due Date	Lead Officer	RAG
10% increase in vaccination rates across Reading (specifically decreasing % of unvaccinated population and increasing booster uptake rates)	All data has been collected and incorporated into the draft report. Until the draft report has been edited it is not possible to conclude whether or not this KPI has been achieved		31/01/23	MRW/KB/JS	
32 CVC's recruited	32 Champions recruited		01/09/22	RM	
30 Pop-up Vaccination opportunities delivered	33 Pop-up vaccination delivered		01/09/22	NC	
250 individuals transported to vaccination sites	n/a		31/07/22	NC	
7 Community Grants provided	10 Community Grants awarded		31/07/22	SH	
3 priority groups identified and engaged (to co-produce communications with Champions for targeted community)	n/a		31/07/22	AM / RM	

CVC Project Update

Sustainability and Partnership/ Phase 3



Programme Evaluation

Objectives:

- To evaluate the delivery and outcomes of the six key workstreams, and the overall programme management of the CVC programme through qualitative and quantitative methods
- Capture insights and lessons learnt unique to Reading to inform delivery of future programmes and practice.
- Produce a succinct and accessible evaluation report to communicate the outcomes, successes, and challenges to the DLUHC, key stakeholders and communities

Approach:

- The evaluation has taken a Public Health Case Study approach, providing a narrative for each workstream, to include the story, challenges, actions, and outcomes informed by qualitative and quantitative methods.
- Each project lead undertook an evaluation of their workstream and produced a case study with support of the evaluation group which fed into the overall evaluation report

Who has been Involved:

- Evaluation Group *Becky Pollard, Martin White, Kausar Bibi, Yasmine Illsley, Katie Badger*
- Project Leads *Yasmine Illsley, Nina Crispin, Sarah Hunneman, Jon Sclare, Rojina Manandhar, Amanda McDonnell, Professor Carol Wagstaff University of Reading, CVC Steering Group members Health and CVS partners*

Timeframe: Evaluation to be completed and published by January 2023



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Programme Evaluation

Purpose

To capture and celebrate the success and outcomes of the Reading CVC programme, acknowledge and learn from challenges, and capture insights unique to Reading.

The evaluation will be utilised to report to and inform key stakeholders, including:

- Department for Local Levelling Up, Housing and Communities (DLUHC)
- Reading Borough Council Social Inclusion Board (SIB)
- Reading Voluntary Intelligence Network (VIN)
- Health and Wellbeing Board (HWBB)
- Berkshire West Vaccine Action Group
- Reading Primary Care Networks (PCNs)
- Reading Borough Council Lead Members



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Sustainability and Partnership phase December 2022 to March 2023

Community Champions
Network

Training

Outreach supporting
Oxford Health's Health on
the Move Van in Reading



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Community Champions Network

Towards a potential Phase 3

- Expanded pool of champions
- Ongoing Champions network meetings
- Developing the training offer including health Information sessions
- Link champions to participate and support community events and aligned projects
- Development of an online toolkit for champions



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Finance Update



Finance Update

Programme Management

- Underspend has been reallocated to fund the Sustainability and Partnership role
- Small Contingency fund c£4k has been allocated to support this role phase 2 included to mitigate and support changes to budget

Providers

- Details of how the small contingency fund will be used are currently being worked on by the Sustainability and Partnership lead supported by RBC public health and wellbeing team current priorities are:
 - Training opportunities including MECC for the network of champions
 - Planning for a celebration and network development event with programme partners and stakeholders



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