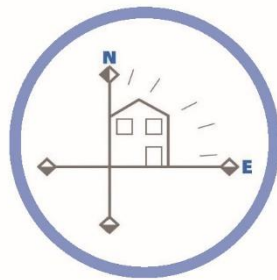
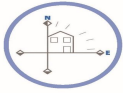


North & East Housing Association



Strategic Planning 2020-2024

Outline to Tender Document



NORTH AND EAST HOUSING ASSOCIATION

Strategic Planning 2020-2024

North & East Housing Association wishes to develop a Strategic Plan for the next 5 years 2020 – 2024.

1. Background

North & East Housing Association is an Approved Housing Body (AHB) incorporated in 1993 with some 520 dwellings in Dublin, Louth, Meath, Fingal, Wicklow and Monaghan with a further 200 at various stages of development. The organisation is governed by a voluntary board of management and employs a staff of 16. Further information on North & East can be found at www.northandeast.ie

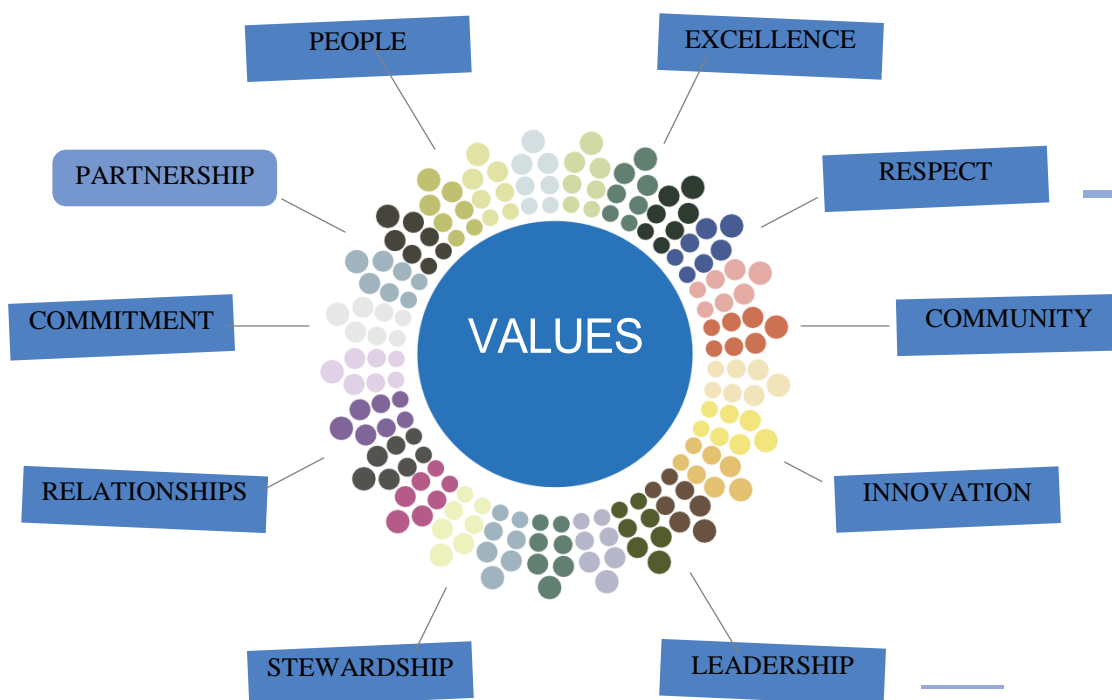
The Board of North & East wishes to engage an external facilitator to assist the board in the development of a 5-year Strategic Plan. The board is committed to engagement with all internal and external stakeholders as part of the strategic planning process.

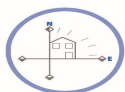
Mission Statement

“Providing Quality Homes & Supporting Communities”

The Association strives to achieve this objective by working in partnership with local authorities as well as community and voluntary organisations.

VALUES





2. Context

Operating Environment: North & East Housing Association has transitioned over the course of its most recent Strategic Plan (2016-2020) from a voluntary lead organisation dependent on 100% state funding to a professional lead organisation with many new skills at governance and executive level. During this period, the organisation's turnover has increased from €1.6million in 2015 to €3.9million in 2019 with a projected turnover of over €5million in 2020/21.

The Association has transitioned from 100% grant funding to private and housing finance agency funding increasing assets and debt to projections of €45million by 2020, this will result in an increase in housing stock to 700 by 2020.

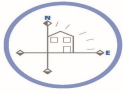
North & East is a value based organisation and continues to commit to tenant engagement and putting tenants at the heart of what we do. This Strategic review is timely and will set out the next phase of the Association's development in the context of our continuously changing environment with the clear increased expectations on North & East from external partners.

Rebuilding Ireland: In July 2016, the government launched its Action Plan for Housing and Homelessness "Rebuilding Ireland". The Plan contains five pillars: homelessness, social housing; building more homes; the rental sector and utilize existing housing. With regards to social housing, the strategy outlines a key role envisaged for Approved Housing Bodies with a target for the sector of providing 1/3 of all new social housing planned by 2021. These targets will inform North & East's work in increasing our housing portfolio over the lifetime of our new Strategic Plan.

3. Specification

The facilitator will be asked to outline their approach to and how they will address the following:

- Facilitate critical stakeholders- Board/staff/tenants – in the process.
- Facilitate external stakeholders – Local Authorities, Department Housing, Planning & Local Government, Irish Council for Social Housing (ICSH), Housing Alliance, Housing Agency, Housing Regulator, funders and others- in the process.
- Source/review background information on North & East.
- Review relevant government policy and strategy in particular Rebuilding Ireland and the "Voluntary Regulation Code for Approved Housing Bodies in Ireland"
- Review the current North & East Vision, Mission & Values.
- Review the current North & East Strategy 2016 – 2020.
- Review all existing North & East Strategies ensuring alignment with new Strategic Plan.
- Review and analyse results of the consultation process.
- Develop a framework document on which to base a Strategic Plan.
- Assist North & East board to develop its Strategic Plan with clear objectives and goals.



4. Skills and Expertise

Facilitator will be required to demonstrate:

- Demonstrable competence in Strategic Plan development, consultation, monitoring and evaluation.
- Proven facilitation, communication, facilitation and report writing skills.
- Interest, appropriate experience and knowledge of social housing and current policy context.
- Competence to complete the work within the agreed timeframe.

5. Format of Tenders

Each tender document should include the following:

- Proposed approach, methodology and work plan.
- Proposed statement of costs and timeframe. The statement of cost must provide a single amount that includes all costs and expenses.
- Profile of facilitator with detailed curricula vitae.
- Names and addresses of clients who may be contacted for references. Respondents must include the names (at least 2), addresses and telephone numbers of clients who may be contacted for references in connection with the proposed contract. Tenderers should provide a minimum of one case study or work undertaken relevant to the Tender.
- Tax Clearance Certificate.

Failure to provide any of the above requirements will immediately disqualify the Tender from the process.

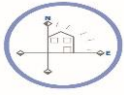
6. Scoring Criteria

- Approach, Methodology & Workplan – 25%.
- Demonstrable experience of Strategic Planning development, consultation, monitoring and evaluation with relevant sectoral experience - 25%.
- Relevant experience of principal facilitator/s in communication, facilitation and report writing skills – 20%.
- Statement of costs and timeframe – 30%.

Tenderers may be required to make a presentation. An invitation to make a presentation is not an indication that a contract has been awarded. In the event of an invitation to meet with tendering panel, final scorings on quality will not be awarded until after presentation.

Only tenderers who have achieved an initial score of more than 55% on quality following assessment of written tender may be invited to make a presentation

The Association has allocated a budget commensurate with the size of the organisation and final appointment will be made in line with that budget.



7. Preparation Costs

North & East will not be liable in respect of any costs incurred by tenderers in the preparation of this tender or any associated work.

8. Closing date for submission of tenders

The closing date for receipt of tenders is 5pm on Friday 3rd May. Tenders should be returned to tender@neha.ie

9. The lowest tender or any tender may not be accepted

The issue of this RFT does not imply that the lowest tender or any tender will be accepted.

**North & East Housing Association,
287, Block G,
Blanchardstown Corporate Park 2,
Blanchardstown, D15 P229
www.northandeast.ie**