

Commissioning Brief: Training Evaluation

People in Action would like to commission a training evaluation of our Healthy Lifestyle Programme's Circle of Support Training.

1. Background

Established in 1982, People in Action is a Leeds-based charity, supporting learning disabled and autistic people. We work with learning disabled and autistic people to support happy, healthy and independent lives.

Our **Healthy Lifestyles Programme** is a three-year National Lottery Funded project which started in April 2024. It includes inclusive and accessible healthy lifestyle activities for learning disabled and autistic adults. It is co-produced in partnership between professionals and our members, to deliver person-centred, tailored sessions, specific to the needs of learning disabled and autistic people. It looks at translating the government's health advice into a format which can be more easily understood by our members, and includes practical advice on subjects such as physical exercise, mental wellbeing and how to adopt, understand, and maintain a healthy diet.

Our Healthy Lifestyle Programme aims to:

- Improve the health and wellbeing of learning disabled and autistic people
- Reduce the number of learning disabled and autistic people living with obesity and overweight
- Reduce health disparities and inequalities of learning disabled and autistic people

As part of the Healthy Lifestyles Programme we have developed our **Circle of Support (COS) training** which will run during year two and three of the project. This half-day training course has two target audiences:

1. Support workers of learning disabled and autistic adults
2. Family and friends of learning disabled and autistic adults

This autumn we will be delivering two pilot COS training courses (one for each audience) and we seek an independent evaluation to assess their impact and effectiveness. Using the evaluation recommendations, we then plan to deliver two further training courses in spring 2026 and a further six training courses will take place between April 2026 and March 2027.

2. Purpose

The evaluation will explore:

- How effective the training is in meeting its aims
- Recommendations for improving recruitment and engagement
- Outcomes for participants (knowledge, skills, confidence, opportunities).
- Accessibility, inclusivity, and relevance of delivery.
- Recommendations for future training.

3. Scope

- Review of programme design and delivery.
- Participant and stakeholder feedback.
- The evaluation should also consider any differences in outcomes or needs between support workers and family/friends.
- Assessment of outcomes against objectives.
- Consideration of sustainability and improvement.

4. Deliverables

- Evaluation plan.
- Draft findings.
- Final report, recommendations and short summary for stakeholders.

5. Skills Required

- Proven experience in evaluation within the third sector.
- Ability to use inclusive and participatory methods.
- Strong analytical and report-writing skills.
- We would welcome applications from people with experience of working with or evaluating programmes for learning disabled and autistic people, but this is not essential.

6. Timeline & Budget

- Start: Monday 3 November 2025
- Final report due: Friday 12 December 2025
- Budget: £2,000

7. Submission

Please submit a short proposal including:

- Proposed approach and methods.
- Relevant experience.
- Budget breakdown.
- Timeline.

Deadline for submission: Friday 10 October.

Please email your submission to jane.robinson@peopleinaction.org.uk. For further information please email Jane Robinson or call People in Action on 0113 244 3729.