



Brief for Evaluation Consultant

We are seeking an experienced evaluator to explore the effect of the Eat Smart project on reducing food waste and Eat Smart's wider impact beyond food waste reduction in primary schools.

Fee

The maximum fee available for this work is £5,000 ex VAT

Background

Eat Smart is a BIND UK flagship project currently delivered by BIND and REfUSE CIC in primary schools to spread the message that food is a finite, valuable resource globally and the importance of not wasting it. It aims to support schools, their pupils, families, staff, and catering providers to reduce food waste at school in a programme led by pupils. The initial Eat Smart delivery model involves working with a school for six weeks after which schools have the opportunity to extend their activities and to deliver on their Final Action Plan with support from BIND and REfUSE staff and other partners that we have commissioned ('Eat Smart Plus'). Schools relevant to the evaluation are in Tyneside and County Durham.

Purpose of Research

The intention is for REfUSE to use the findings of the evaluation to disseminate the impact and value of Eat Smart to a wider audience of policy and decision makers in the region and to support further policy development work we undertake.

The evaluation will need to draw out the learning from Eat Smart. The evaluation should not look at delivery mechanisms specifically. We are interested in impacts and outcomes.

Evaluation Objectives

1. Show how the Eat Smart project has met the project aim of supporting schools, their pupils, families, staff, and catering providers to reduce food waste at school.
2. Highlight and assess the wider impacts of Eat Smart beyond reducing food waste at school, and how best to achieve them going forward.
3. Provide recommendations for any improvements.

Requirements

The external evaluator will liaise closely with the Education Engagement Officer (REfUSE) and will collate qualitative data and some quantitative data on food waste already gathered through our own monitoring. See Appendix one.

Separate to this data but working collaboratively with the Education Engagement Officer, the evaluator will assess the wider impacts. For example, but not limited to, change in attitude towards trying new food, children's active role in decision making, health, community, and including pupils, schools, volunteers, families.

The evaluation will need to include a representative sample of schools we have been working with including rural/ urban, how school meals are provided, and when meals are selected (for example at home, in the morning or at the lunch time hatch itself). Whilst recognising that a statistically significant comparison is not possible, it would be interesting to note any observations of impacts associated with particular school food delivery types.

The evaluation will also need to include a comparison of impact between schools that participated in the core 6 week programme only and those that have invested time in further Eat Smart opportunities through Eat Smart Plus, as well as comparing the impact of the different components of these follow-on opportunities.

Additional information

Since summer 2022, we have worked with 43 schools including 29 across Tyneside, 13 in County Durham and one in Sunderland. Catering is provided either directly by the council, by a caterer commissioned by a council, by a catering company commissioned directly by the school, or is provided by the school/academy itself. School sizes range from 96 pupils to 609 pupils.

Consultant will be provided with an introduction to schools, volunteers, catering companies and partners involved with Eat Smart since 2022.

Outputs

A report, in Word and PDF format, to include:

- executive summary,
- brief description of methodology,
- findings related to the objectives,
- and recommendations.

Timescale

It is anticipated that the contract will commence on 11th April with a completion date in September 2025. A broad timeframe for the work is as follows:

27 th February 2025	Put out for tender
19 th March 2025	Deadline for receipt of tenders
11th April 2025	Contract signed
Summer Term 2025	Visits to project and stakeholders, gather data and follow ups
August 2025	Draft final report
September 2025	Presentation of final report

Application Process

Tenders should be submitted to: Engagement@refusedurham.org.uk with **Eat Smart Evaluation Proposal** in the subject line.

Proposals should be limited to four sides of A4 (excluding CVs) and must include:

1. An outline of the approach you will take to the evaluation, including methodology and timetable
2. Key personnel to be involved and their role
3. Relevant experience of key personnel
4. At least two examples of relevant previous work
5. Names and contact details of two independent referees
6. Total cost and hourly rate

Evaluation process

Tenders will be evaluated against the following criteria:

- Understanding brief (10%)
- Methodology (30%)
- Experience of personnel (40%)
- Overall cost (20%)

Tenders should arrive no later than midday on Wednesday 19th March 2025

Appendix One

List of data we hold for all Eat Smart schools

Base line

- Number of pupils in school
- Number of waste warriors
- Total Food Waste per week (kg)
- Number of meals served per week
- Average plate weight (kg)
- Average plate waste per pupil per wk (kg)

Post intervention data

- Total Food Waste per week (kg)
- Number of meals served per week
- Average plate waste per pupil per wk (kg)

Extrapolated/calculated data

- Food waste per yr (kg)
- CO2 emissions per yr (kg)
- Cost of food waste per year
- Total food waste reduction (%)
- Food waste saved per yr (kg)
- CO2 emissions saved per yr (kg)
- Meals saved per yr
- Money saved per year
- Average plate waste reduction

Evaluations

- School staff
- Waste Warriors

Appendix two (attached)

Eat Smart Overview

Appendix three (attached)

'Is your school up for the Eat Smart Challenge' flier Summer 2024

Appendix four (attached)

Sample timeline for the initial 6 week programme

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