



Department for Levelling Up,  
Housing & Communities

Dear Wolverhampton City Council,

**Memorandum of Understanding: Community Champions Local Authority Fund**

Please find attached an amendment to the above-mentioned Memorandum of Understanding. Please confirm acceptance of this amendment as soon as possible by signing and returning this document to the undersigned.

We are very pleased to be working with you on this important programme.

DLUHC will accept a signed hard copy or a PDF version.

I look forward to hearing from you.

Yours faithfully

**Lizzy Hawkins**  
**Assistant Director**

**People, Places and Communities**  
**Email: [community.champions@communities.gov.uk](mailto:community.champions@communities.gov.uk)**  
**Department for Levelling Up, Housing and Communities**



## **AMENDMENT TO MEMORANDUM OF UNDERSTANDING**

The details contained in this document form a binding amendment to the Memorandum of Understanding referenced below between the Contractor and the Secretary of State for the Department for Levelling Up, Housing and Communities (“DLUHC”) formerly known as the Secretary of State for Housing, Communities and Local Government (“MHCLG”).

Memorandum of Understanding	:	Community Champions Local Authority Fund
Contractor	:	<b>Wolverhampton City Council</b>
Amendment no.	:	001
Effective date of amendment	:	20 December 2021
Details of amendment	:	The MOU amendment relates to the Community Vaccine Champions programme 2021/2022.  All funding is to be committed in the period from 20 December 2021 to 31 March 2022. Delivery of activities can extend beyond 31 March 2022, with the expectation that all funded activities will have had a reasonable level of implementation by 30 July 2022.  This MOU amendment extends the aims and objectives for the Community Champion Programme
Contract value prior to this amendment	:	£474,943
Maximum value of this amendment	:	£185,000
Revised value for the Contract	:	£659,943

### **Terms and conditions**

In signing and returning this Amendment Wolverhampton City Council will be expected to:

Deliver the aims and objectives of the Community Vaccine Champions programme:

- The ‘Community Vaccine Champions’ scheme, administered by the Department for Levelling Up, Housing and Communities, provides up to £23.3M funding to promote



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vaccine uptake amongst hard-to-reach communities in local authorities showing the lowest rates of Covid-19 vaccine uptake.

- Recognising that local authorities, their partners and local people are best placed to decide the right approach for their communities, it is intended to be designed locally, to respond to the needs of a specific place. Participating areas will be able to increase resources for both existing and new activities. Local authorities can utilise Champions to build connectivity and trust in those groups who need it most, including those from inclusion health groups, young people and ethnic minority communities; empowering individuals to protect both themselves and those around them.
- The Government is keen to fund practical solutions, communication and engagement activities, tailored to meet the needs of local communities, to make a real difference to the promotion and uptake of vaccines. Local areas will be able to build upon, increase or improve existing activities to work with residents who are most at risk of Covid-19 - helping to build trust and empower at-risk groups to protect themselves and their families. The broader aim is to reduce the impact of the virus on all communities, beyond just the target areas that we will work with through this scheme.

### Project Outcomes

Activities will aim to address the following outcomes within the duration of the project:

#### Short-term:

- Increased vaccine uptake rates in target communities.
- Increased visibility / activity of Community Vaccine Champions within local areas and on social media, with target groups.
- Increased awareness of Community Vaccine Champions within the local area.
- Increased interaction with Community Vaccine Champions or local authority by disproportionately impacted groups.

#### Medium-term:

- Increased reach of, and reported trust in, official public health messaging amongst target communities.
- Increased reported confidence in challenging misinformation around vaccine safety amongst target communities.
- Evidence of behaviour change, within the targeted groups, especially with regards to protective health behaviour such as vaccine uptake and challenging misinformation around vaccine uptake.

#### Long-term:

- Reduced COVID-19 transmission in the long-term.



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- Increased access to guidance and awareness of local services through outreach and practical tools which could lead to improved health and wellbeing of target cohorts and their families.
- Increased coordination and dialogue with public health providers by participating local authorities with the aim to create cohesive and trusted local messaging.
- Reduced inequality and disparity in health outcomes between different groups.

### Monitoring and evaluation

Wolverhampton City Council will be expected to provide short monthly progress reports during the funding period starting from using a template provided by DLUHC. Further information and forms will be provided separately. Progress reports should be submitted on the first Friday of each month, commencing February 2022, outlining the previous month's activities.

Further information and a template regarding the submitting of a final report at the end of the programme will be provided by DLUHC.

### Communications

DLUHC request the following in relation to communications:

- Areas inform DLUHC ahead of time about significant events or announcements (at least 24-hours) related to the programme that you plan to publicise.
- Local Authorities support occasional national government communication opportunities, for example by hosting ministerial visits and providing information, case studies and images where appropriate about your work for the Community Vaccine Champions Programme.

### Safeguarding Requirements

Wolverhampton City Council shall be responsible for ensuring that all recruitment of volunteers is done in full adherence with existing safeguarding requirements, including where appropriate, full DBS checks.

### Compliance with UK's international obligations in respect of subsidies

Wolverhampton City Council will be responsible for ensuring that delivery of the Community Vaccine Champions programme does not put itself and/or DLUHC in breach of the UK's international obligations in respect of subsidies (as amended from time to time).

### Due Diligence



Wolverhampton City Council will be responsible for undertaking due diligence checks on all third-party organisations (including but not limited to checks to protect from the harm of



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extremism) receiving funding and/or involved in delivery of their Community Vaccine Champions programme.

All other conditions remain the same.

<b>FOR AND ON BEHALF OF THE SECRETARY OF STATE FOR LEVELLING UP HOUSING AND COMMUNITIES</b>	<b>FOR AND ON BEHALF OF WOLVERHAMPTON CITY COUNCIL</b>
Name: Lizzy Hawkins	Name: Mushtaq Ahmed-Khan
Title: Assistant Director	Title: Lead Lawyer
Signed: 	Signed: 
Date: 23 December 2021	Date: 23.12.2021