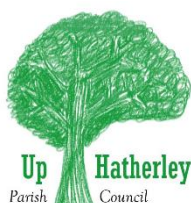




Commissioning of Youth Work April 2021



 Charlton Kings Parish Council



Commissioning of youth work 2021

Application guidelines

Background

Cheltenham Borough Council, Cheltenham Borough Homes, NHS Gloucestershire Clinical Commissioning Group and the parish councils of Charlton Kings, Leckhampton with Warden Hill and Up Hatherley recognise the negative impact on the lives of young people and on the wider community of the limited availability of universal youth provision, so have joined forces to commission additional universal youth work in Cheltenham. This forms part of our commitment to collective investment through No Child Left Behind, to help all young people to thrive.

The outcomes we want to deliver

Young people in Cheltenham have access to a range of places to go and things to do, delivered through sustained, high quality and effective youth work practice.

We want to commission additional youth work that complements existing provision and is:

- Universal, in that it is open to all young people as opposed to being targeted intervention;
- Ideally delivered by one organisation, or a partnership of organisations;
- High quality and delivered by skilled, qualified youth workers (with support from trained volunteers), who are employed by an organisation experienced in delivering youth work.
- Delivered across the borough, where it is needed (including assurance of delivery and benefit to young people in the areas listed below under Target Cohort);
- Diversionary, offering young people a different experience, led by their needs and wants. To meet the requirements of one of the funding sources, we would expect to see some of the provision include opportunities for creative or cultural expression, whether that is in partnership with another local organisation or you have the skills to deliver this yourself;
- Considers ways to reduce health inequalities and support the mental wellbeing of the young people engaged with;
- Reflective of the No Child Left Behind (NCLB) community agreement, in that the provision should be based on our key themes of being strengths-based, and based on kindness and empathy. We would also like the provider to sign up to the NCLB community agreement if they have not already done so at <https://nclbcheltenham.org.uk/community-agreement>

Funding available

There is a total of up to £60,000 available, subject to confirmation, made up of the following contributions:

£20,000 from Cheltenham Borough Council

£20,000 from NHS Gloucestershire Clinical Commissioning Group

£5000 from Charlton Kings Parish Council

£5000 from Leckhampton with Warden Hill Parish Council (to be confirmed)

£5000 from Up Hatherley Parish Council (to be confirmed)

£5000 from Cheltenham Borough Homes

Target cohort

Young people aged 11-18 who are at risk of engaging in risky behaviour, including anti-social behaviour and getting drawn into other criminal activity. The target cohorts should be identified through liaison with schools, Cheltenham Borough Homes, social prescriber link workers, Police and parish councils. Provision should be available borough wide, but you must be able to deliver and demonstrate direct benefit to young people in:

- Charlton Kings parish council area
- Leckhampton with Warden Hill parish council area
- Up Hatherley Parish Council area
- Oakley
- The Moors
- The town centre

Recommended method of youth work delivery

We wish to commission youth work that is primarily detached, ie that can happen on the street where young people are at both geographically and developmentally, although buildings can also be used.

It is critical that the commissioned youth work does not duplicate or undermine existing youth work provision, and instead complements and supports this.

Timing

The work should commence from July 2021 and run for 12 months, including both school holidays and term time.

Closing date

Tuesday 11 May, 5pm. Please send your completed application form to communityservices@cheltenham.gov.uk

Making an application

The application form

Please complete all pages of the application form. Your grant application should include a copy of your constitution. Please note that we may ask to see a copy of your last annual accounts (audited where this is a requirement for your organisation).

Who can apply?

We would like to encourage existing and established youth work providers to apply, whether Voluntary and Community Sector (VCS) or public sector organisations.

What we will fund

The funding is being made available to support the direct provision of positive activities which is defined as activities for young people that supports young people to feel safe, develops their emotional resilience and builds positive relationships between them and the wider community. Activities should be available across the borough, including the 6 areas listed under Target Cohort above.

What we won't fund

- Staffing/managerial costs that are not related to the direct delivery of the programme.
- Work being delivered outside the Cheltenham borough boundary.
- Applications that cannot demonstrate that safeguarding arrangements are in place.

How much can be applied for?

Up to £60,000 is available, subject to confirmation, although there is potential for this to increase or decrease so please bear this in mind when applying. We would ideally like to fund one organisation, or a partnership of organisations, to enable a longer term, secure and sustainable programme to be delivered, which allows relationships with young people to be built. However, please get in touch if you would like to discuss offering delivery in specific areas.

Monitoring and evaluation

Applications will need to show how reporting, monitoring and evaluation will be carried out.

Timescales

Applications will need to be received by **Tuesday 11 May**. We will assess applications the same week and short listed applicants will be invited to meet the assessment panel on Wednesday 19 or Thursday 20 May to discuss their proposals. The panel will then make a recommendation to Cabinet for approval.

Assessing Applications

Who will assess the applications

An assessment panel will be formed that will include the following:

- The relevant CBC Cabinet member;
- Richard Gibson, Strategy and Engagement Manager, CBC
- Angela Gilbert to represent the wider VCS.
- A representative of each parish council
- Caroline Walker, Head of Community Services, Cheltenham Borough Homes

The specific assessment criteria

The assessment panel will be looking for applications that have been well thought out and can demonstrate the following:

- How your work will meet our outcome as set out above;
- A good track record of youth work delivery

General assessment criteria

- Overall value for money including any match funding (which can include in-kind contributions);
- Accessibility of your work;
- Evidence of thorough planning including safeguarding arrangements, health and safety, any relevant licensing issues, appropriate risk management and contingency planning;
- Sustainability of your work and its outcomes beyond 2021;
- Evidence of partnership working
- A robust system for collecting, monitoring and assessing the impacts and success of the your work and for reporting and sharing this information.

If you are successful

Duration

Successful applicants will have a period of 12 months to implement the application.

Project management

The applicant organisation will be responsible for the project management and delivery of successful schemes. Consequently we will be looking for applications that demonstrate clarity of both planning and delivery of the projects with an understanding of what permissions and measures will be required to see the successful implementation of the project.

As these projects involve working with children and young people, we also ask you about what measures you have in place to safeguard the wellbeing of children and young people.

Agreements and performance management

Before your work can start, the council will enter into a project agreement with the provider which will set out various obligations on the two parties. This is very important as the way in which the money is used will be subject to inspection and audit and your monitoring plans will help us ensure that your work is progressing along the right tracks.

Grant payments

For successful applicants payments will be made in 3 instalments. The first will be made up front, and the others on receipt of completed performance management report and claim forms.

Other considerations

Please be aware that as this is public money, the funding will be subject to inspection and audit. Any fraudulent activity will be quickly identified and reported to the police.

For more information

To discuss your application, please contact Helen Down or Louise Forey at communityservices@cheltenham.gov.uk or 01242 264376.