



## **Churchdown Parish Council**

### **Youth Working Group**

## **Tendering Process for Youth Provision**

### **1. Introduction**

1.1 Following the Full Council meeting in April 2022 that approved the establishing of a new provision for young people within the village. As agreed, the Youth Working Group has developed a pack of information to enable suitable organisations to apply for the contract to work with the Parish Council through a Service Level Agreement between September 2022-July 2023.

1.2 The documentation has been developed in line with the recent process undertaken by Brockworth Parish Council to tender for their own youth services.

### **2. The Documentation**

2.1 The full pack includes information that outlines the objectives and aspirations for the new provision, including the age range served, the requirement to work from both the Brookfield and St John's neighbourhood areas, and the ways in which the SLA will be monitored across the period.

2.2 The full pack includes:

- a) Invitation to tender document
- b) Supporting Information
- c) Appendices outlining key information and context
- d) A draft SLA document.
- e) The proposed tender application form

2.3 The Clerk has been kept fully updated as the documentation has been developed and has agreed to act as the receiver of the submissions and to field appropriate queries through the process.

### **3. Timeline**

3.1 As laid out in the documentation, the intention is to advertise the opportunity in the coming weeks, with a closing date for submissions being 16<sup>th</sup> June 2022, with the SLA issued by 11<sup>th</sup> July following due process.

3.2 It is hoped that the successful applicant will be able to do the necessary groundwork ahead of the September launch to the community.

***Full Council are asked to note and discuss the information pack, and to support the launch of the tender process w/c 16<sup>th</sup> May 2022.***