



Churchdown Parish Council

Youth Working Group

Implementation Stage

1. Introduction

1.1 Approval was given by Full Council in April 2022 for the Youth Working Group to proceed with a tendering process to attract bids from appropriate organisations to establish high quality youth provision for 11–16-year-olds across the 2022/23 academic year.

1.2 As such, the group has worked with the Clerk to develop the information pack, and subsequently advertise the tender opportunity, with the key dates outlined below:

- 16th May: Tender advertised on PC website & through Bidstats
- 10th June: Closing date for receipt of bids
- 13-23rd June: Short-listing/Assessment Process
- 6th July: Presentation & Interview Assessment Event

1.3 Two bids were received, and following a full assessment and short-listing process undertaken by the members of the Youth Working Group, it was agreed that one of the organisations should be invited to meet with an assessment panel and have their bid further scrutinised through means of a presentation and interview.

2. Assessment Process

2.1 The working group assessed the submitted bids against a range of key criteria including:

- Policy, Procedures, Safeguarding and Organisation
- Experience of providing appropriate centre-based and outreach youth provision
- Experience of working within SLA frameworks
- Working in partnership with local organisations to enhance the offer
- Experience of developing forums to effectively hear the view of young people
- Value for money

2.2 Following the assessment process a bid from Springbank Community Group CiC was deemed to meet the key criteria as outlined through the tender pack and invited to meet with the Assessment Panel on 6th July. The panel was comprised of 3 members of the Working Group and the Clerk.

2.3 The bidder was asked to deliver a presentation focused on:

- The organisation, and how it supports youth provision
- The approach that would be used in delivering the proposed 'centre-based' provision
- The approach that would be used in delivering the proposed street/outreach provision

2.4 There then followed a panel interview where the bidding organisation was questioned in detail across the following themes:

- Developing and launching new provision
- Exemplary safeguarding procedures, experience, and responses
- Frameworks for planning and delivery of provision
- The management, training, supervision and support for staff members
- Marketing, communications and reporting
- Partnership working for service enhancement
- Costs and value for money

2.5 At the conclusion, the panel unanimously agreed that Springbank Community Group CiC would make a high quality and effective provider for developing and running the desired provision for 11-16 year olds on behalf of the Parish Council for the pilot year of 2022/23.

3. Costs

3.1 It was agreed in March by Full Council that £20,000 from ear marked reserves be made available to support the proposed youth provision. As such, this amount of funding has been guiding the Working Group through its development of the desired outcomes, the tender information documentation and through the assessment process.

3.2 The £20k budget was deemed appropriate based on similar provision delivered elsewhere in the last 2 years within the County. There is little doubt however that inflation, increased fuel costs and general rising costs are proving challenging to meet the £20k at the current time.

3.3 As a consequence the cost of the bid is slightly higher than the budgeted amount with the final negotiated quote from Springbank Community Group CiC being £25,260.

3.4 There is also the need to host the centre-based provision on a weekly basis from locations in both the St John's and Brookfield neighbourhood areas within the village. In line with the aspirations of the Working Group in terms of maximising the experience for the young people, whilst minimising the cost to ensure good value for the Parish Council, it is proposed that the provision be based at:

- St John's Church Hall: £1,440 (in principle)
- Churchdown Parish Council Building: £nil

3.5 As a consequence, the total required to run the pilot year of this new provision for the village will be £26,700. As such, the Working Group request that the budget provided to support the provision is increased to £30,000 from ear-marked reserves to enable the appointment of Springbank Community Group CiC to develop, launch and manage Youth Provision across the village for 2022/23

through the agreed SLA framework, and to ensure that there is contingency available should additional costs be encountered across the pilot year.

4. On-going Monitoring and Next Steps

4.1 Following the rigorous assessment process, members of the Youth Working Group have reached a unanimous decision to recommend to Full Council to appoint Springbank Community Group CiC.

4.2 Furthermore, members of the Youth Working Group are committed to playing an oversight role for the year ahead, and as such will act as a monitoring committee for the new provision. The group will play an active liaison role with the provider, and receive regular management reports on the progress of the provision, and will share formal updates with Full Council across the year ahead.

4.3 In order for the provision to be operational for the start of the new academic year, there is a need for the SLA to be issued by the end of July, which will then enable the provider the time required to develop, plan, market and launch the new provision in time for the start of the new academic year.

Full Council are asked to note this report, and to APPROVE the below:

- ***A budget of £30,000 (accessed from ear-marked reserves) to fund the new youth provision for 2022/23***
- ***Support the running of the provision from both St John's Church Hall and the Parish Council building***
- ***To issue an SLA by the end of July 2022***
- ***For the Youth Working Group (in its current format) to act as a monitoring committee for the provision across the pilot year.***

Youth Working Group

July 2022