

Cam and Dursley Youth service

Supporting information

This document supports the Tender document for the provision of youth services in Cam and Dursley

Context

Youth services in Cam and Dursley have been provided over the past eight years by a joint agreement of Dursley Town Council and Cam Parish Council who appointed a youth service provider to facilitate sessions from The Vibe Youth Centre, Dursley and Cam Woodfield Community Centre. The Vibe Youth Centre in Dursley is jointly managed by the building owner (Dursley Tabernacle URC) and Dursley Town Council.

In addition to the organised sessions, the service provider facilitated a number of specialised opportunities/clubs and trips from various grant funding. The end of the current 5-year contract is now approaching and due to its success, we are aiming to secure a similar service level agreement with a local youth service provider.

The Model

We will, through open tender, enter into a 3-year service level agreement (SLA) with one provider, with the option of continuing for a further two years (subject to review and funding availability), to deliver a range of youth services in Cam and Dursley, depending on identified need in both of the towns. The three-year contract will commence on 1st September 2023.

We have a vision of a delivery model which provides flexible local delivery. This will be through youth sessions, outreach work and joint activities which may involve volunteers or the need to provide transport. It is envisaged that the model will include 4 youth sessions per week in Dursley and 2 youth sessions per week in Cam. The provider should consider the time required to develop the youth sessions through liaison with schools, other organisations and local events.

It is acknowledged that if a regular scheduled youth session falls on a Friday or Monday then it will be impacted by public holidays, the Councils will be flexible in rescheduling requests by the provider to aid delivery.

The service will be designed and developed with involvement from young people as accessibility is a key requirement for providing activities. It is envisaged that the service will continue to evolve over time (subject to regular feedback consultation and evaluation by users) to include formal training opportunities and holiday activities.

Service Review

The Management Group will hold regular review meetings with the appointed provider to discuss progress and to aid decision making. These review meetings will be conducted at quarterly intervals (March, June, September and December). Organisations represented at the review meetings will be the provider, Cam Parish Council, Dursley Town Council, Dursley Tabernacle URC and Cam Woodfield Community Centre.

The provider will be asked to provide a quarterly report 7 days in advance of the review meetings. The report will include an overview of the previous quarterly period, including number of young people being engaged at each venue, achievements, brief description of events, any issues arising safeguarding, community engagements, case studies and plans for the next quarter.

The reports will be anonymous, not identifying any young people and the information will only be shared with the members of the Management Group and Councillors from Dursley Town Council/Cam Parish Council.

Applications

We welcome applications from providers which are eligible and able to interpret the brief so as to design, manage and deliver a service which both meets the needs of young people and the expectations of the councils.

The Service Level Agreement (SLA)

The appointed provider will work under a 3-year SLA for youth service provision for Cam and Dursley with the potential for a two-year extension.

Service delivery 'on the ground' will be in place by September 2023, focusing on delivering a range of core sessional activities and outreach work in both localities. In addition, the provider, through the appropriate channels, will support the work of the local youth forum and will liaise with other partners.

The provider will be required to monitor take-up of the service by geography, age and gender and provide feedback to Management Group and contributing parish and town councils which will allow monitoring of the accessibility of the services. Monitoring against agreed outputs and outcomes will be conducted by the Management Group which will ensure that the service continues to evolve to meet the needs of young people and determine the success of the initiative.

Appendices

The following appendices contain information to allow those organisations tendering for this SLA to make proposals which meet the requirements of young people and their communities:

- Appendix 1: The type of providers and people we are looking for
- Appendix 2: Supporting communities - current provision, facilities and future aspirations
- Appendix 3: A summary of consultation with young people

Appendix 1: What type of provider and people are we looking for?	
Provider	People
<p>The appointed provider needs to be able to demonstrate the fundamental values of collaboration, partnership working and equality of opportunity. It should have the capacity to be flexible in terms of year-round service provision and be able to adapt to the needs and aspirations of young people in Cam and Dursley.</p> <p>The provider should be able to demonstrate experience of SLA/contract management, appropriate staff supervision and the range of policies and procedures required in order to ensure the safe-guarding of young people and effective service delivery.</p> <p>The provider should be prepared to demonstrate flexibility to be able to expand delivery and to take advantage of opportunities arising.</p>	<p>It is envisaged that the commissioned provider will employ or contract appropriately qualified Youth Workers who:</p> <ul style="list-style-type: none">• Actively promote the views of young people• Have proven experience of youth work in a variety of settings• Be able to work effectively and positively with vulnerable young people• Have energy and enthusiasm• Be able to work with colleagues to develop innovative and challenging ways of engaging and working with young people• Have experience of working with youth work agencies and partners• Have experience of having been involved in the management of a number of youth work initiatives• Have experience of managing buildings used for youth work and assuring health and safety of users and other people in contact with the service• Show evidence of having worked with local communities in the delivery of youth work programmes and projects• Show evidence of developing, planning, delivery and evaluation of youth training courses

Appendix 2: supporting local communities - current provision, facilities and future aspirations

Cam	Dursley
<u>Current Situation</u>	<u>Current Situation</u>
2 afternoon/evening sessions at the Woodfields Community Centre. Some other social youth groups, run by voluntary organisations (GL11, Scouts and Guides).	Vibe Youth Centre opened in January 2015 Current: Youth workers (2 or 3 depending on user numbers) carry out 4 sessions per week, currently: Tuesday, Wednesday, Thursday and Friday. Sunday delivery of faith-based youth work session and evening youth session by Dursley Tabernacle URC. The youth centre is available for hire by other organisations.
Facilities available Woodfield Youth and Community Centre: <ul style="list-style-type: none"> • Office space with internet connection, equipped kitchen, lounge/games room and large hall. Outside - large tarmacadam play area and small grassed areas. • Wii available but not very good. • Cam Youth and Community Centre is currently available Wednesday late afternoon and all evening; Monday, Tuesday, Thursday late afternoon/early evenings, and occasional weekends. (current sessions are Mon and Thurs, 3.30 – 5.30pm) 	Facilities available The Vibe Youth Centre: <ul style="list-style-type: none"> • Fully Equipped Kitchen Facilities. • Open Space including pool table. • Lounge area including Xbox console and CD player. • “Tech” Room with 6 workstations, printer and internet access. • Small garden to rear for recreational use with plans for an upgrade being developed.
Looking to the future	Looking to the future
<ul style="list-style-type: none"> • Delivery of a min 2 sessions of youth work a week; 46 weeks a year • Summer holiday/activity programme • Build relationships with local young people and other organisations providing services and activities in Cam. 	<ul style="list-style-type: none"> • Continued delivery of a min. 4 sessions of youth work a week; 46 weeks a year • Summer holiday activity programme • Build relationships with local young people and other organisations

<ul style="list-style-type: none"> • Undertake regular reviews and evaluation with young people to ensure the service evolves and reflects the needs of the users. • Continue to develop the use of the Woodfields Community Centre as a base from which to offer youth service provision. • Provide professional advice and support on issues of concern to young people e.g. employment, sexual health. • Provision of outreach/street based work to engage hard to reach groups. • Lead and support a local provider network, bringing together service providers and agencies working across Cam and Dursley who support young people with the aim of sharing information and coordinating service provision 	<p>providing services and activities in Dursley.</p> <ul style="list-style-type: none"> • Undertake regular reviews and evaluation with young people to ensure the service evolves and reflects the needs of the users and the wider community. • Provide professional advice and support on issues of concern to young people e.g. employment, sexual health. • Deliver a range of age appropriate sessions. • Lead and support a local provider network, bringing together service providers and agencies working across Cam and Dursley who support young people with the aim of sharing information and coordinating service provision. • Provision of outreach/street-based work to engage hard to reach groups as appropriate (as agreed with Dursley Town Council) • Build on the existing relationships developed with Rednock School and Dursley C of E Primary Academy. • Build on relationship with Dursley's Neighbourhood Police Team. • Develop and Improve social media "reach" to Young People including the Facebook page: Dursley Vibe Youth Centre
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Appendix 3: Summary of consultation with young people

<i>Value of youth workers</i>	<i>Important features of a youth centre</i>	<i>Preferred services for young people</i>
<ul style="list-style-type: none">• Provide advice• Provide support• Provide someone to talk to• Show respect• Improve skills/ knowledge• Can direct things if necessary	<ul style="list-style-type: none">• To be fun• A place for young people to meet up and not do damage to the community• Open for lots of ages• Friendly community• Activities offered• Have a break from stressful home / school life• To be homely• To be able to relax	<ul style="list-style-type: none">• Youth centre• Information and advice• Dance and Drama• Arts and crafts• Music/ studio• Somewhere to meet friends• Internet access• Support for the youth forum• Homework/Exam support