**CSW UKSPF YOUTH ENGAGEMENT SPECIALIST PARTNERS OPPORTUNITY**

**SPECIFICATION**

**Invitation for Expressions of Interest from Specialist Providers**

1. **Summary Requirement**

CSW, in partnership with Cornwall Education Business Partnership (Cornwall Council), is inviting Expressions of Interest (EoI) from Specialist Providers wishing to form part of an overall delivery partnership to provide a service to residents of Cornwall and the Isles of Scilly, who are aged 16 to 24 who require support with education, training and employment.

Attaining skills, retraining, job creation and moving people into work are central to Cornwall Council’s strategic thinking with the publication of its Labour Market and Skills Strategy and its Good Growth Investment Plan; recognising that talent is everywhere, but opportunity is not.

To achieve our skills vision: ‘to grow the economy, build on its assets and provide everyone with the opportunity to access good quality jobs, whilst setting a course for a decarbonised and sustainable future for business, for people and for our environment’, we know that investment and interventions must connect up at the local level to support people of all ages as well as businesses and other employers.

Through an integrated approach, we believe a responsive local employment and skills offer is critical to this.

Cornwall and the Isles of Scilly are wholly committed to unlocking our local talent by designing and delivering local employment and skills programmes; aligning investment to our strategic priorities and ensuring that resources and expertise can support more people into work, improve skills and match people with jobs, at less cost than the current system.

As part of the UK Government’s Levelling Up agenda, Cornwall and Isles of Scilly have been allocated £132million for local investment through the Shared Prosperity Fund. This EoI process relates to an open invitation for Youth Engagement. The funding available for this specialist provision opportunity is circa £900k for delivery commencing 1 January 2024 and ending 31 March 2025.

1. **Specification**

**Please note that the formal ITT launch from Cornwall Council is due on 5 June 2023. The information in this EoI specification and the EoI response form, are based on approved documents relating to the ITT that are in the public domain. Should any additional information become available that affects this EoI will inform as part of this EoI process.**

The full specification for the People and Skills Youth Engagement call and related information can be found on the Good Growth website, [Home - Shared Prosperity Fund (ciosgoodgrowth.com)](https://ciosgoodgrowth.com/) from the 5 June 2023.

Within the components of our integrated approach, we are looking for effective support in key areas like mental health, employability, financial wellbeing, and housing support. We will help people aged 16 to 24 derive improved outcomes.

Targeted specialise support for young people aged 16-24, including care leavers, special educational needs (SEN), and social emotional and mental health (SEMH) young people, and those who are not in employment, education, or training (NEET) or at risk of being NEET.

* Support for key areas like mental health, employability, financial wellbeing, and housing support.
* Helping equip young people with employability and life skills.
* Providing work experience/work tasters, work preparation (including apprenticeships), skills training or support to re/engage with further/higher education.
* Supporting young people to take important first, positive steps into long term careers.
* Engage, assess and support young people who are NEET (e.g. through intensive, innovative, holistic and tailored outreach work) so they can benefit from the programmes on offer in the local area.
* Working with Education Business Partnership, broker innovative employer led opportunities to engage young people who are NEET (including those with complex barriers) e.g. to support them to access apprenticeships, emerging T-Levels, work experience and supported internships for young people with SEND. Also offer support for employers to take on NEET young people.
* Support re-engagement activities to address the needs of target groups such as: young lone parents; looked-after children and care leavers; carers; offenders; those involved in gangs; and young people with special educational needs and disabilities and/or mental health issues.
* Provide support and a range of soft skills to disadvantaged young people to overcome the barriers to engagement, confidence building, motivation, and health issues.
* Support, both practical and financial, for young people’s travel needs.
* Job coaching and wrap around support where appropriate.
* Work related learning and experience, employer master classes, etc. – developed and delivered in partnership with employers.
* Employability skills, workplace literacy, numeracy, and digital skills.
* Develop or link to effective youth engagement models ensuring young people have a voice in their development and opportunities.
* Include appropriate CEIAG in any support provided.
* Ensure alignment with current and emerging careers advice.
* Consider offering digital alternatives to help meet future challenges including the design and delivery of work experience/work taster opportunities both physically and virtually.

Any interested specialist provider must be able to show that they have the capability to deliver specific support to Cornwall and the Isles of Scilly, since this will be a CC commissioned service.

This project aims to show that where a resident lives, should not negatively affect the ability to receive a consistently high-quality local authority service. However, it is acknowledged that not every area of Cornwall and the Isles of Scilly is the same with the same challenges or benefits.

At its heart, CSW wishes to provide a service which is equitable to all, but delivery strategies may differ between areas within the county and islands. CSW wishes to understand how many individuals within the specific client groups would benefit from your provision in contributing to overall targets and what the estimated costs would be.

CSW is not seeking EoIs from specialist providers bidding on behalf of others (e.g., consortium). We wish to avoid a partnership within a partnership to preserve an efficient, clear service for partners and one which is equally unambiguous in its objectives and the provision promoted to stakeholders.

CSW expects organisations to submit EoIs for its own element of service delivery directly unless there is a very clear exceptional business case made. CSW is only looking to contract with specialist providers that are offering to deliver innovative end to end specialist services to specific client groups.

Once we have reviewed the EoIs we will score the submissions and embark on a period of dialogue, which will lead to in principle agreements with specialist providers to be included as named delivery partners within our proposal. Should the proposal be approved, CSW would move to formal delivery partner funding agreements.

1. **Good Growth Principles**

All Cornwall UKSPF SPF Funded Projects will Contribute to Good Growth in particular:

* The aim that by 2030 the CIoS creative and carbon-neutral economy will be realising opportunities for its people, communities, and businesses to thrive, benefiting the environment and providing an outstanding quality of life for all.
* Deliver inclusive growth, clean and circular economic development, drive innovation, improve productivity, diversify our economy, and deliver environmental growth to all communities.
* Progress towards Net Zero, create jobs that pay at least the Real Living Wage (RLW), avoid the use of zero hour/minimum hour contracts, and provide equality of outcome and ensure nature recovery.
* Reducing the gap in healthy life expectancy, a healthy start in life and maximising opportunities for people with disabilities and health conditions.

We are committed to collaborative principles and plan to measure this as we anticipate the partnership to deepen as the programme progresses.

## Timetable

|  |  |
| --- | --- |
| **Indicative Dates** | **EoI Stage** |
| 2 June 23 | Expression of Interest Call published on Contracts Finder |
| 5 June 23 tbc | Full Youth Engagement Specification published on the Good Growth website. |
| 2-3pm 8 June 23 tbc | Briefing Event (via Teams) |
| 8 – 15 June 23 | Queries and Clarifications to [procurement@cswgroup.co.uk](mailto:procurement@cswgroup.co.uk) |
| 16 June 23 | Submission of supporting policies / specified documents to [procurement@cswgroup.co.uk](mailto:procurement@cswgroup.co.uk) |
| **21 June 23** | Expression of Interest submission deadline |
| 22 June – 30 June 23 | EoI scoring / Dialogue |
| 3 – 4 July 23 | Applicants informed of decision |
| 31 July 23 | Good Growth Application submission deadline |
| November 23 tbc | Partners Commissioned (subject to funding) |

## Scoring Criteria

Each EoI will be checked for completeness and compliance with all requirements of the Specification.

EoI’s will be evaluated taking into consideration the following areas, based on the EoI form and the completeness of the responses. This is presented to give an indication of the areas to be scored.

Due to the requirement to spend circa £900k of revenue between 1 January 2023 and 31st March 2025, a higher weighting for Track Record and Mobilisation has been allocated given the need to secure skills delivery partners, implement the model and deliver outcomes within the timescales.

| **Category** | **Example measures for scoring (not limited to the following considerations)** | **Max Score** |
| --- | --- | --- |
| **Minimum Requirements** | Specialist Provider details properly completed.  Clear current provision.  Requested policies provided.  Real Wage paid | Pass/Fail |
| **Good Growth / Information Security** | Reducing Carbon footprint / Net Zero Commitment  Delivering Social Value  Information Security Standards | 10 Marks |
| **Delivery Model** | Cornwall and IoS delivery capability  Level of innovation  Specialist Provider  Clear service offer and Client Group to be supported.  Clear interpretation of the Specification.  Clear indication how provision will meet challenges identified.  Satisfactory consideration of other similar activity delivered and how provision will differentiate from / link to other provision.  Support participants costs to help remove barriers | 20 Marks |
| **Track Record and Mobilisation** | Operational Readiness Achievable Intervention Volumes  Ability to commence work without delays to establishing provision  Experience of other similar projects/programmes, e.g., ESF, mainstream  Clear past/current performance in past 5 years with achievements against corresponding targets  Complete past/current performance with all targets and achievements set out for given project/s or contract/s cited | 40 Marks |
| **Value for Money** | Assessment of volumes (quantity).  Range of interventions proposed.  Assessment of costs in relation to proposed volumes. | 30 Marks |

Maximum 100 marks.

1. **Commercial**

This is an Expression of Interest process and does not constitute an contract offer. Selected partners will be included as delivery partners for the CSW led application for Cornwall UKSPF Youth Engagement funding. If we are successful, we will undertake further due diligence, including financial checks, prior to contracting via a Funding Agreement, before service commencement.

This is a grant funded project. All UKSPF eligible expenditure (staff costs and direct costs) for eligible activity in line with any funding agreement can be claimed based on defrayal. In addition, 15% of total staff costs can be claimed as a contribution to indirect costs.

Claims to the funder are quarterly and paid in arrears so you must be in a position to cash flow the activity.

Further information on claiming and eligible costs:

[EXAMPLE-SPF-Progress-and-Claim-Form-TEMPLATE.pdf (ciosgoodgrowth.com)](https://ciosgoodgrowth.com/wp-content/uploads/2023/04/EXAMPLE-SPF-Progress-and-Claim-Form-TEMPLATE.pdf)

1. **Instructions**

Please read the specification, EoI and this instruction section very carefully to ensure you have considered all requirements.

The EoI is published on Contracts Finder [Contracts Finder - GOV.UK (www.gov.uk)](https://www.gov.uk/contracts-finder), again be careful to follow instructions on the website.

The opportunity name is ‘CSW UKSPF Cornwall Youth Engagement Specialist Partner Opportunity’ and the reference number is ‘CSWEOI001’.

The EoI response template should be submitted through the site by the deadline.

Policies, certifications and any clarification questions should be submitted to [procurement@cswgroup.co.uk](mailto:procurement@cswgroup.co.uk)

in strict accordance with the timetable above.

We plan to publish responses to questions via a FAQ periodically uploaded to Contracts Finder.

Diagrams and tables are permitted in the EoI response together with any supporting documentation. Maximum word counts (excluding text in diagrams and tables) are annotated in the EoI response form.