Targeted Youth Services
Draft Commissioning Plan, February 2017
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Introduction

This draft plan outlines the proposed commissioning model for future youth services which is part of a wider move towards greater integration around support to children, young people and families across the city. Bristol City Council is moving towards a much more integrated way of working with children, young people and families of all ages and we see these services as a key part of this. We recognise that the Council can no longer do everything and we need to work together with other partners to deliver effective co-ordinated services.

The services outlined in this plan represent only a small part of what’s on offer for children and young people across Bristol. Much of the work in Bristol is undertaken by voluntary organisations and sports clubs, church and community groups, scouts, arts and theatre projects. Against this diverse backdrop we want these new contracts to also help foster an environment where organisations are more able to work together to provide the things that children and young people need. As the face of local government in the city changes we hope that these contracts will enable organisations to continue delivering successful youth projects in Bristol.

This commissioning exercise sits with the Bristol Children and Families Partnership Board and the priorities are drawn from the recently published strategy1.

In Our Journey Together, young people and organisations working with young people, have shared these key messages:

- Set clear priorities
- Use resources collectively
- Intervene early
- Make services relevant and accessible

Purpose of Document

This draft commissioning plan aims to reflect those key messages and has been written as a result of listening to feedback on what has worked with the current Bristol Youth Links (BYL) contracts, and what is needed to sustain future youth services. This document also aims to inform anyone taking part in the consultation on the proposed model.

This is a starting document to set out a proposed model that will enable successful and measured outcomes for children and young people. Some areas are more developed than others, and this is an opportunity to say what you agree with and what you do not.

1 The Bristol Strategy for Children, Young People and Families
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One of the criticisms of the current BYL contracts is that they have not been specific enough to measure the impact of the services. This document considers new measures in order to try to get a good idea of which areas people agree with and which they do not.

A group of Young Commissioners are helping to inform the commissioning of these services and make decisions on the outcome. This Commissioning Plan is written with a Provider audience in mind rather than for children and young people. The Young Commissioners will help us to consult with children and young people across the city, to find out what is important to them for their future youth services.

Feedback received during the consultation period will guide the development of the final model and we will publish a final version of this document following a review of the feedback.

Strategic Outcomes

By providing access to a range of participation opportunities, such as play, recreation and sport, targeted youth services will contribute towards the achievement of a number of strategic goals.

The Children and Families Partnership Board have published the following strategic outcomes in the Children, Young People and Families Strategy, which will represent the overarching outcomes for future services, ensuring children and young people are:

- Safe & Nurtured
- Healthy & Active
- Respected & Involved
- Responsible & Achieving

The overarching priorities from the Strategy for Children, Young People and Families are:

1. Emotional Wellbeing
2. Safe and inclusive communities
3. Education employment and skills
4. Housing

These are priorities for all age groups across the city. Young people have produced their own detailed explanation of what this means for them. 2

- Enabling children and young people to have a healthy body, healthy mind by providing activities to develop confidence and enhance health and wellbeing.

______________________________

2 Our Journey Together: Young People’s Priorities in Bristol
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- Making sure children and young people feel **active and safe in their communities**, by providing opportunities for decision making, and collaborate to combat bullying, gangs, racism, drugs/alcohol.
- Ensuring children and young people can access a **Curriculum for life** by acquiring informal education such as relationship and sex education, equalities, keeping safe.
- Working together to achieve a **child and young people friendly city** by using resources to secure a sustainable future.

Bristol City Council has adopted a 3 tier model for service provision which we are applying across our work. It is important to note that a young person can access all 3 levels at once.

![BCC Three Tier Plus Model for Care and Support](image)

We aim to build resilience in all our citizens in all the services we provide. We believe a resilient city is one where people are able to help themselves and help one another. However we also recognise that people need extra help from time to time (Help when you need it) and this is where we see these targeted youth services operating. In the model shown you will also see Proactive Help; this reflects our commitment to using our knowledge and evidence to reach out to people early. With this in mind we are looking for proactive engagement from our youth services.

In particular our targeted youth services will need to work with priority groups, who may be receiving support at any level of need from other professionals and may need help to access universal provision. These priority groups include but are not limited to:

- Children in care and care leavers
- Young carers
- Teenage parents
- Young people at risk of entering the criminal justice system
- Young Offenders
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Generally we want to target young people who are at risk of not fulfilling their potential or who are at risk of poor outcomes. This is likely to be more prevalent in areas of deprivation in the city.³

Statutory Duties

A statutory duty is something that the Council must do or provide by law. The Council delivers statutory duties through its targeted youth services, and the new service delivery model will need to continue to fulfil the duties outlined below, on behalf of the Council.

Participation in Education, Employment and Training

The Council must secure suitable provision for all young people in their area, to support and promote effective participation of young people in education and training up to the age of 18 (or up to 25 for young people with special educational needs and disability (SEND)). Local Authorities must also make tracking arrangements to identify 16 and 17 year olds who are not participating in education or training. Making arrangements to identify young people who are not engaged or who have left provision enables local authorities to offer support as soon as possible. There is also an expectation that Local Authorities will continue to track and support vulnerable young people up to the academic year in which they turn 18. Bristol City Council has agreed with Central Government that they will continue to track and support the following young people:

- Care Leavers
- Children in Care
- Teenage Mothers
- Young people previously in Alternative Education
- Young people who received free school meals/pupil premium funding
- Young people previously NEET
- Young People who had a RED Risk of NEET (RONI) Indicator Score
- Young people previously on youth offending orders

Securing Access to Positive Activities

The most relevant statutory duty relating to youth services is the duty to secure access to positive activities. The Local Authority is required to ensure, so far as reasonably practicable, that young people have access to sufficient educational leisure-time activities which are for the improvement of their well-being and personal and social development. This includes sufficient facilities for such activities; that activities are publicised; and that young people are placed at the heart of decision making regarding

³ The ‘Framework of Outcomes for Young People’ (Young Foundation, 2012) shows that young people who make successful transitions in their lives have 7 clusters of ‘social and emotional capabilities’. Young people who successfully transition into independent adulthood have developed certain skills and capabilities which are transferable, and enable young people to successfully navigate different challenges. Play, youth and support organisations help children and young people develop these capabilities through their work, playing an important role in early intervention before they reach crisis point.
the positive activity provision. The duty applies to young people aged 13 – 19, and up to 25 for young people with learning difficulties.

Overview of Currently Commissioned Youth and Play Services

Bristol City Council currently commissions a number of Youth and Play Services for the benefit of children and young people aged 8-19 (and up to 25 for those with learning difficulties). These services are called Bristol Youth Links (BYL).

Services include:
- Play activities for children aged 8-12
- Positive activities for young people aged 13-19
- Information, advice and guidance (IAG) for young people
- Intensive targeted support for children and young people with specific vulnerabilities/risk factors and/or developmental needs
- Involvement in service design and democracy

The services are currently provided by 4 main providers and 5 other subcontracted organisations. They provide 7 area based services, 1 citywide specific support service (by this we mean support around specialist areas e.g. drugs and alcohol and sex and relationships) and 1 online service. The geographical services provide open access (all children and young people in Bristol can attend) youth and play services, as well as targeted group and 1:1 work with vulnerable children and young people.

Bristol Youth Links specific support services focus on 6 themes: Sexual Health, Mental Health, Homelessness, Substance Misuse, LGBTQ+ young people (Lesbian, Gay Bisexual, Transgender and Questioning), Deaf children and young people. Children and young people can be supported through 1:1 sessions, peer education and outreach, group workshops and targeted youth sessions with deaf young people and LGBTQ+ young people.

The online youth service delivers information, advice and guidance for children and young people. There are 3 online sites for children and young people to get involved and find out information and activities: Rife Magazine, Rife Guide, and Go Places to Play.

Rife magazine is for young people, written by young people that covers; film, music, art, culture, social issues and politics. Rife Guide is a lively, informative site for young people to find out what’s going on in Bristol – events, networking opportunities, jobs, places to hang out, courses, studio time, advice sessions and more. Go Places to Play lists parks and events for children aged 8-12 across the city.
Profile of Current Service Users

The number of children and young people that accessed Bristol Youth Links services April 2015 – March 2016 was approximately 7,360 with an average of 2,920 service users accessing it per quarter, out of a total 8-19 year old Bristol population of 57,600. Many service users participate in the Geographical Services for long periods of time; approximately 50% of service users remain engaged for at least 6 months whilst 23% of the clients engaged in Qtr. 1 stayed engaged for the remainder of the year. There are seasonal trends with more children and young people attending during the summer months. In 2015/16 providers received 308 referrals from Early Help, 70 from Social Care and 29 from the Youth Offending Team (YOT).

Performance of Current Providers

BYL services have worked with the target number of children and young people to date. Data indicates that a large number of these service users come from areas of need (see additional document Appendix 2). These services have also been successful in achieving individual outcomes for service users, e.g. learning new skills and going on to employment, education and training.

The online youth service delivers youth led content to attract young people getting involved in debate around political, cultural, and social issues, as well as providing links to support organisations and events. This youth led approach has seen the sites grow from 13,000 users per quarter last year to over 33,000 users in the last quarter of 2015-16. There remains work to do around raising awareness of the sites and encouraging organisations to upload and advertise opportunities through the sites.

The specialist services model (homeless prevention, counselling, relationship and sex support, drug and alcohol support, services for deaf children and young people, and services for LGBTQ+ young people) has been successful in delivering a comprehensive citywide service that has linked well with schools. Young people have been able to access advice through group work sessions, workshop outreach and 1:1, depending on their needs. In 2015/16 providers worked with approximately 895 young people through 3 to 8 1:1 sessions, and delivered workshops to approximately 1600 young people.

BYL services have been quality assured and monitored throughout by Commissioners and Young Assessors. This is good evidence of the strength of the service as it is reviewed by the young people it is targeted at and has been commended by OFSTED as a good practice example of young people’s involvement in the evaluation of services.

Bristol Youth Links commissioners chose a well-researched commissioning model that recognised there are a number of ways in which children and young people can be supported to achieve outcomes. The model was flexible enough to meet service user’s needs however it lacked service specific outputs. Without these outputs it has been hard to attribute and quantify success to specific types of delivery. In addition to this, data
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was not systematically collected by all providers to cover all of the identified targeted groups, e.g. Care leavers going from NEET to EET.

There has been criticism over the lack of open access availability in some areas, for example the south of Bristol. There have also been some concerns raised about youth providers not always working as collaboratively as they could do. There has also been some division regarding the ‘BYL brand’ among organisations and stakeholders.

We intend to address these concerns through this new commissioning plan.

Feedback from consultation to date

Two early engagement events were undertaken with Providers both from Bristol Youth Services and from the wider voluntary youth sector to help develop this commissioning plan. Separate reports are available from the events held, but a summary of key feedback has been:

- Need for sustainable funding, working with organisations who are already working with children and young people
- Better link up with services – whole family working, housing
- Work closely with schools
- Don’t duplicate work
- Importance of training and development for the workforce
- Encourage fair, meaningful and sustainable partnerships (consortium)
- Involve children and young people
- Gain a better understanding of current services
- Focus on early intervention and prevention
- Local Services
- Commitment to equality and diversity in services
- A pot of funding or support from Council for emerging needs

Service user feedback

Quarterly reports from the providers highlight case studies of young people’s involvement in group and 1:1 work, and the impact their involvement in the service has on their lives. This includes being confident to volunteer, get a job, make new friends, try new things out, but also to open up about things going on in their lives such as experiencing mental health issues, or opening up about their sexual relationships. For more stories see the quarterly summaries produced on the BCC BYL page.

In a recent survey collected by the Watershed, 92% of respondents scored the services positively, rating services ‘good’ or ‘awesome’ and all respondents reported positive outcomes. Providers have also done their own annual service user satisfaction surveys which have largely come back positive.

One theme that frequently appeared in the recent survey was that young people are worried about youth services being shut down.
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Throughout the consultation period we will build on feedback by offering a variety of events for children young people to gather more of their views and consider their opinions related to this proposed new youth plan.

In addition, a group of Young Commissioners has been created to fully involve children and young people in all aspects of the commissioning process, so that they are influencing the design of services. They will help to design the service specification, help communicate consultation with children and young people and help to make the decisions on the future providers.

Currently Identified Gaps in the Market

The Youth Sector is a very diverse market, and children and young people are able to access youth provision via a variety of ways – through uniformed groups, faith or religious groups, arts and sports. Through the needs analysis and engagement with the Youth Sector we have identified the following gaps in the current provision:

- Difficulties in engaging with, and provision of services for, Gypsy, Roma, Traveller children and young people
- Service offer for children and young people with complex needs, meaning a young person judged to be unable to be supported by a single agency, and requiring an assessment due to multiple issues/vulnerabilities being present.
- Meeting the needs of children and young people involved with the Youth Offending Team

In addition Bristol is experiencing a rising population at a time when our budgets are decreasing. There also needs to be more flexibility to respond quickly to emerging needs.

For full details please see the Gap Analysis

The Future of Targeted Youth Services in Bristol

In the run up to publishing this plan we have engaged with interested stakeholders, and listened to what they have said. As a result of feedback and market analysis, the draft commissioning plan aims to achieve services that:

1. Align with other support for children, young people and families across the city, championing early intervention and whole family working.
2. Support the wider youth sector to create and sustain a range of exciting opportunities for local young people
3. Are inclusive, promoting equalities work and ensuring provision is accessible to all children and young people
4. Offer positive activities that are engaging but that also build resilience and promote self help
5. Collaborate to provide a diverse offer and make the best use of resources
6. Specifically target support in areas and populations of need
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7. Show best practice and place emphasis on securing provision that continually seeks to improve itself
8. Offer the opportunity for learning and skills development
9. Deliver value for money (economic, efficient and effective services)
10. Are flexible to meet changing needs in areas or emerging issues
11. Have a clear commitment to include the voice of children and young people in service design, delivery and increased involvement in the democratic process
12. Provide information, advice and guidance and opportunities for personal challenge and growth

Outcomes

The ambition for Bristol is that the city should be able to provide access to inspiring, positive, fun and challenging opportunities that will help children and young people develop their confidence, creativity, resilience and raise their aspirations. Children and young people will access these services in different ways and for different reasons. Our targeted youth services will ensure that young people who need some extra help are able to access these opportunities and benefit from what the city offers.

The services will work towards the overarching outcomes and priorities from Bristol’s Strategy for Children, Young People and Families; however we recognise these are high level and therefore we will agree some more specific outputs and deliverables for the contracts to measure their success.
### Safe & Nurtured
- Have the best possible start in life; protected from abuse, neglect or harm, at home, at school and in the community, with a secure and supportive network of family or carers and friends
- Live in a nurturing home, in a family setting, with additional help or adaptations if needed, or, where necessary, in a suitable care setting
- Live in safe and stable accommodation, free from financial exclusion and fear, indoors and out; giving the permanence and security upon which they can build

### Healthy & Active
- Have the best physical and mental health possible, access to suitable health care and support in learning to make healthy, safe choices from the outset
- Engage in opportunities to have fun and take part in activities, such as play, recreation and sport, which build independence and contribute to healthy growth and development at home, in education and in the community

### Respected & Involved
- Are heard and have control in decisions that affect them and the communities in which they live and learn
- Aware of how their views, opinions and experiences have helped shape Bristol; the opportunities and services available to them and the physical environment
- Show respect, care and pride for other faiths, communities, cultures, identities, abilities, backgrounds and experiences, and feel that their own identity is valued by other people

### Responsible & Achieving
- Supported and inspired in lifelong learning and in the development of skills, confidence, individuality and aspirations at home, in education, in work, in the community and beyond
- Engage in positive opportunities and are encouraged to play active and responsible roles at home, in education and in the community
- Benefit from fair access in education, in the community to experience of work, to employment and independence or supported living

A theory of change will need to be developed to help measure and evidence change; this will be developed with young people and providers based on Our Journey Together and Children, Young People and Families strategy. Theory of Change is a comprehensive description and illustration of how and why a desired change is expected to happen in a particular context.

**Measuring Success for Different Services**

In order to measure the success of the contracts, in addition to individual outcomes of young people’s achievements, we propose:

1. Evidence of regular and well attended activities (count frequency and attendance)
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2. Feedback from service users (via satisfaction surveys) which leads to service development
3. Quality assessed by children and young people/ young assessors/ Contracts and Quality Team.
4. Regular evaluation of short and long term projects.
5. Feedback from referring organisations where relevant on how quickly a referral is actioned and progress made by a young person.
6. Regular reporting into the Council for the statutory elements of the contract

Expected Numbers and Demand

We want to apply a preventative approach across a range of needs where our local data indicates early intervention could prevent further risk or an escalation of problems.

The provider will need to work to deliver services appropriate to their areas demographic providing age appropriate and fun activities for children and young people. They should be attractive to the children and young people in their local area but also attract young people who have been referred into the service.

The providers will be expected to work with children and young people who have been referred from Early Help, the Youth Offending Team (YOT) and Children in Care. Based on 2015/16 referrals there were around 400 from Early Help and Social Care, and the Youth Offending Team work with 160 young people at any one time.

The Local Authority is expected to work with schools to identify pupils under the age of 16 who are in need of targeted support or who are at risk of not participating in education or training post 16 in order to refer them to intensive support to engage. At year end 2015 there were 259 young people in Bristol not in education, employment or training (NEET) and 594 “not known”. Providers will need to work with young people who are NEET, to help them back into EET, and to provide benefits advice to 16 and 17 year olds. The Bristol NEET figure is higher than the national average (3.3% compared to 2.7%) and 3rd out of the core cities. The Bristol figure for ‘not known’ NEET young people is also higher than national average (7.5% compared to 4.4%).

Some areas of the city need more help than others. The largest numbers of NEET young people live in South Bristol which correlates to the areas of deprivation that exist in the city.

Targeting Areas of Deprivation

Bristol is a city of geographical inequality and poverty. The place where you are born, or the place where you live, is likely to dictate your life chances. This plan proposes to

4 Joint Strategic Needs Analysis for Bristol
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target vulnerable children and young people; in particular it will target areas of deprivation, in line with the Children, Young People and Families Strategy. We propose to allocate funding based on the numbers of Bristol’s children and young people who live in the 10% most deprived areas of Bristol based on the indices of multiple deprivation (IMD) data (see below).

Funding split based on Bristol population 8-19 year olds

<table>
<thead>
<tr>
<th>Population 8-19 year olds 2014</th>
<th>Young people in 10% most deprived areas of England</th>
<th>% of population from 10% most deprived areas of England</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>North</td>
<td>22,012</td>
<td>1,800</td>
</tr>
<tr>
<td>East Central</td>
<td>10,767</td>
<td>4,486</td>
</tr>
<tr>
<td>South</td>
<td>12,024</td>
<td>5,072</td>
</tr>
<tr>
<td>Grand Total</td>
<td>44,803</td>
<td>11,358</td>
</tr>
</tbody>
</table>

For more information on the general Bristol youth population, see the Needs Analysis, Equalities Impact Assessment (EQIA) documents and BYL end of year report 2015-16.

Resources

At the time of writing this document a final decision on the 2017/18 council budget has not been made. This decision is expected to be made at a meeting of Full Council on 21st February 2017.

The Council’s Cabinet have proposed a figure of £1.2M in future funding reductions; therefore this is the figure that has informed this plan and the model options. To help plan for the impact of reduced funding, other key contracts associated with the current Bristol Youth Links services have also been looked at, in order to make best use of the resources available, reduce duplication and to deliver value for money. We intend to include services for young people not in education employment or training (NEET) – actively preventing young people becoming NEET, and re-engaging those who have become NEET.

As a result the following tables show what potential investment is in the scope of this commissioning plan as well as what has been moved to invest in other related provision.
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Proposed Investment (per annum)

In scope of Targeted Youth Services Commissioning Plan

<table>
<thead>
<tr>
<th>Investment</th>
<th>Proposed spend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area Youth Services</td>
<td>£2,167,800</td>
</tr>
<tr>
<td>Drugs &amp; Alcohol Support</td>
<td>£213,500</td>
</tr>
<tr>
<td>Healthy Relationship Support</td>
<td>£213,500</td>
</tr>
<tr>
<td>Online Youth Service</td>
<td>£120,000</td>
</tr>
<tr>
<td>NEET Co-ordination and Tracking</td>
<td>£150,000</td>
</tr>
<tr>
<td>Supporting the youth sector</td>
<td>£249,200</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>£3,114,000</strong></td>
</tr>
</tbody>
</table>

Out of scope of Targeted Youth Services Commissioning Plan

We intend to take some services out of the current specialist support contract and align the funding with other commissioning proposals that are happening at the same time. The two areas affected are homeless prevention and counselling. We have a growing challenge with homelessness for vulnerable young people in a city where housing is becoming increasingly unaffordable. By moving the homelessness prevention service into the Young People’s Housing and Independence Pathway, it will create a clear pathway for young people to navigate through homelessness services.

Aligning the counselling funding with the Emotional Health and Wellbeing contracts allows for one contract management process, ensuring all are linked with the other relevant services such as CAMHS.

In addition there will also be funding for young offenders which will be commissioned to provide bespoke support and diversionary activities for young people with complex needs.

There will be clear pathways developed between the different services to ensure young people get access to the support they need at the right time.

<table>
<thead>
<tr>
<th>Investment</th>
<th>Proposed Spend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mental Health Support (counselling)</td>
<td>£75,000</td>
</tr>
<tr>
<td>Young People’s Housing and Independence Pathway</td>
<td>£50,000</td>
</tr>
<tr>
<td>YOT intensive diversionary activities</td>
<td>£75,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>£200,000</strong></td>
</tr>
</tbody>
</table>
Whole Life Spend

Based on these figures the whole life spend for future contracts is as follows depending on whether a 3 year or 5 year contract is let. Our preferred option is 5 years.

<table>
<thead>
<tr>
<th>Annual total spend</th>
<th>Spend over 3 years</th>
<th>Spend over 5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>£3,314,000</td>
<td>£9,942,000</td>
<td>£16,570,000</td>
</tr>
</tbody>
</table>
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Contract Options for Consultation

We have carefully considered a number of different commissioning options and below are the suggested lotting structures that we believe could deliver this contract.

Possible Contract Combinations:

**KEY**

<table>
<thead>
<tr>
<th>Citywide Contracts</th>
<th>Combined service contracts</th>
<th>Area based contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>North</td>
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<td></td>
<td></td>
<td>East Central</td>
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<td></td>
<td></td>
<td>South</td>
</tr>
</tbody>
</table>

**OPTIONS**

A)  
- Citywide NEEET Coordination and Tracking
- Citywide Youth Sector Support
- Citywide Online Youth Service
- Citywide Sexual Health Support Service
- Citywide Drugs & Alcohol Support Service
- Citywide Local Area Targeted Youth Services (including NEET)

B)  
- Citywide NEEET Coordination and Tracking
- Citywide Youth Sector Support
- Citywide Online Youth Service
- Citywide Sexual Health Support Service
- Citywide Drugs & Alcohol Support Service
- Local Area Targeted Youth Services (including NEET)
- Local Area Targeted Youth Services (including NEET)
- Local Area Targeted Youth Services (including NEET)

C)  
- Citywide NEEET Coordination and Tracking
- Citywide Youth Sector Support
- Citywide Online Youth Service
- Sexual Health, Drugs/Alcohol Support, Local Area Targeted Youth Services (including NEET)
- Sexual Health, Drugs/Alcohol Support, Local Area Targeted Youth Services (including NEET)
- Sexual Health, Drugs/Alcohol Support, Local Area Targeted Youth Services (including NEET)

Detail of each lot can be found in the sections below
Consultation question 1:
Which contract model do you think is the best way of delivering the services to meet the outcomes?

- A
- B
- C
- D (something different, please state what and why)

Contract Elements

1. NEET Coordination and Tracking

The draft proposal is for a citywide contract to co-ordinate the data and intelligence to track young people who are or may be NEET (and the Not Known population). We will want to be more proactive in our support for young people who might be at risk of not fulfilling their potential. Tracking activity will identify young people who are not known or who are NEET and will refer them into the targeted youth services for follow up to engage with these young people, ensure they have appropriate information advice and guidance and support them to participate in suitable opportunities.

This will be a single contract that will work with Bristol City Council and the other targeted youth contracts to identify young people at risk of becoming NEET; they will co-ordinate the support to these young people and their progress towards EET. The successful provider of this contract will need to share information with the Council, the other contracted providers of targeted youth services and other relevant services such as Early Help and Family Support etc.

Consultation question 2:
Do you agree with the outlined NEET Coordination and Tracking proposals?

- Yes
- No
- Don’t Know

Please use this space if required to give ideas of how you think it should (or shouldn’t) work.

2. Youth Sector Support (Help to help yourself)

During pre-consultation engagement, stakeholders fed back that they felt wider youth sector support was missing. Therefore to support proactive partnership working and attract local service providers to be part of the solution, we propose a contract to help facilitate this. We propose to set up a service element to work to develop the youth sector and respond to rising demands and needs. The provider(s) of this contract would
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be tasked with working in partnership with organisations across Bristol including Bristol City Council, VOSCUR, and third sector organisations to help sustain a universal offer of youth and play services. This could be by providing seed funding or ‘pump priming’, support enterprise and innovative solutions, helping organisations to develop fund raising strategies, help to identify potential sources of funding, providing opportunities for the sector to get together for training and development. They would need to work with the Council’s Youth and Community worker team to complement not duplicate work. We propose that this is one city wide contract but would be interested in feedback from the sector about how this could deliver maximum benefit or if there are any other ideas of how this could be used most effectively.

Consultation question 3:
Do you agree with the outlined proposal around supporting the youth sector?
- Yes
- No
- Don’t Know
Please outline why you think it should (or shouldn’t work), outlining any other suggestions for how the sector could be supported.

3. Online Youth Service (Help to help yourself)

This service will meet the Council’s statutory duty to promote and publicise the local youth offer, linking to tier 1 of the Bristol City Council Three Tier Model, enabling children and young people to access information, advice and guidance (see page 6). Providers will also be required to promote safeguarding and online safety.

From engagement undertaken, we know adults working with children and young people want to be able to access information online so they can help children and young people navigate themselves to projects or activities. Young people access information via social media, so a strong link with social media needs to continue.

We propose a figure of £120,000 to create/maintain an online service to advertise positive activities to children and young people, signpost to organisations for Information Advice and Guidance, attract children and young people to use the services and involve children and young people in the design and development of the service. There are options for funding the service, costs could taper along the life of the contract, or additional activities could be added to the contract for years 3-4 to develop additional aspects, e.g. developing a quality framework for provision.

Consultation question 4:
Please state if you agree with the outlined online youth service proposal?
- Yes
- No
- Don’t Know
Please use this space to offer suggestions or alternative ideas.
Specific Support Services

The draft proposal is to include 2 elements of specific support: sexual health and drug and alcohol services. The draft proposal is for the specific support services to focus on the time limited 1:1 work with young people identified as needing support, and for the public health team to support schools to deliver drug/alcohol and relationship and sex education.

For both specific support elements, they will also link closely to the local area provision, helping to raise awareness of additional support services locally available to children and young people.

4. Sexual Health Services - Help when you need it

These will provide time limited 1:1 work with young people through referrals. These services will link to Public Health’s outcomes to improve sexual health and contribute to the continuing decline in teenage pregnancies. They will also contribute to the Child sexual exploitation strategy (2015) aim to reduce and where possible, eliminate sexual exploitation.

5. Drug and Alcohol services - Help when you need it

These will provide time limited 1:1 work with young people through referrals. These services will link to Public Health’s outcomes to reduce and prevent substance misuse. They will link where appropriate to the Drug Treatment Agencies.

These services will need to accept referrals as stated in the local area based services section.

Consultation question 5:

Do you agree with the outlined specific support services proposals?

- Yes
- No
- Don’t Know

Please give the reason for your answer and use this space to offer suggestions or alternative ideas.

6. Local Area Targeted Youth Services (Help to Help Yourself/Pro-active Help)

The draft proposal for area based services is to have either 3 contracts across the city aligned with the Early Help teams (North, South, and East Central), or one citywide contract to work across the three areas. This will coordinate with the delivery of many other services for children, young people and adults and recognises that there are distinct needs. Services should be delivering projects that represent their local demographic, but will be targeted to those areas most in need.
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It is worth noting that whilst the funding formula is based on targeting those geographical areas that are most vulnerable, services will not be expected to work exclusively with children and young people from those areas. We recognise that there are vulnerable children and young people in other areas of Bristol and there will be an expectation that successful bidders will work collaboratively city wide assisted by the supporting the youth sector contract.

Proposed spend based on the number of 8-19 year olds by who live in the 10% most deprived areas of England (Based on 2014 population) would result in the following amounts:

<table>
<thead>
<tr>
<th>Area</th>
<th>Funding Split</th>
<th>Proposed Spend</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>16%</td>
<td>358,848</td>
</tr>
<tr>
<td>East Central</td>
<td>39%</td>
<td>874,692</td>
</tr>
<tr>
<td>South</td>
<td>45%</td>
<td>1,009,260</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>2,242,800</td>
</tr>
</tbody>
</table>

See additional document Appendix 2 for map of areas of deprivation.

Targeted youth services will also be expected to work with Bristol City Council’s Employment, Skills and Learning team around NEET engagement. We propose the local area providers will deliver provision that fulfils the local authority’s statutory duty around meeting the needs of NEET young people, providing support for young people who are not engaged to encourage them to take up a suitable education or training opportunities. Services will also need to provide benefits advice.

As part of the Family Support Project, plans to develop ‘Multi Agency Co-ordinating Hubs’ across the city, are currently in development. Any future local area youth service providers will work within this model, ensuring that the appropriate levels of early intervention services are available to children and young people. The plans are to enable staff across multi agencies in Youth Services, Police, and Early Help to use the spaces to meet, build relationships, and share conversations about children and young people within the local area.

We want to develop an integrated youth service offer and will want to work with targeted youth services on the model for this; we want to work with providers who can develop creative and innovative solutions including shared resources etc.

Area based provision should be inclusive, with mainstream projects being accessible to children and young people with additional needs or vulnerabilities. Basing service delivery on good practice and consultation with children and young people, providers will need to evidence how they can meet the needs of the following groups:

- LGBTQ+ young people
- Disabled young people
- Hearing impaired young people
- Young Carers
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- Children in Care and Care Leavers
- BME (black and ethnic minority), refugees and asylum seekers
- Gypsy Roma Traveller young people
- Young Offenders

If the needs of children and young people cannot be met by the area based mainstream provision there may be a need for some bespoke services for some young people. This will need to be considered within the amount of funding available.

In the current contracts there are disability specific sessions and sessions for deaf children and young people. We intend that these services be included in the work of the Short Breaks Commissioned services, recognising targeted youth services will deliver mainstream rather than specialist provision. Please use this consultation period to give your views on this.

Please see the Needs Analysis and Equalities Impact Assessment for further information on this.

Providers will be expected to work with and address the needs of the most vulnerable children and young people. Services will be accessed via self-referral but in addition to this the key referral routes into the services could include:

- First Response (Social Care/ Early Help)
- Youth Offending Team (YOT)
- Specialist Child Sexual Exploitation Support Services, Child and Adolescent Mental Health Services (CAMHS), Drug Treatment Agencies
- School or College
- Other Local Authority Teams

**Consultation question 6:**
Do you agree with the outlined local area based services proposals?

- Yes
- No
- Don’t Know

Please give the reasons for your answer and use this space to offer suggestions or alternative ideas.

**Expected Standards and Qualifications:**

In order to create a service that has an appropriate mix of skills and professionals to meet the targeted support needs of children and young people, we suggest that providers will need to employ both youth engagement workers and qualified careers advisors. As such, in line with best practice, we propose that providers consider some staff to hold the following qualifications and skills:

- Careers Advisors should meet the standards of careers advice (Matrix standard) with a good understanding of local provision and the professional qualification of careers advice workers (at least Level 3, but preferably level 4 NVQ Diploma in Advice and Guidance).
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- Professional Youth Workers: a minimum qualification required of BA (Hons) degree validated by the NYA, or a higher Education Diploma / Certificate in Youth Work (pre Sept 2010).

In addition, frontline staff will hold:

- Job specific training around sexual health and drugs and alcohol in addition to core training such as safeguarding and equalities etc.
- Considerable experience of working in a similar service area.
- Good communication and relationship building skills
- Knowledge of relevant legislation, regulations and codes of practice; processes and procedures.

Consultation question 7:
Please state whether you agree with the outlined expected standards proposal?
- Yes
- No
- Don’t Know

Please state the reason for your answer, and use this space to offer any alternative suggestions.

Are there any other skills or qualifications that providers may need to employ to deliver the services described?

Purchasing Plan

The Council intends to commission a five year service with break out clauses. A one stage tender process will be conducted, i.e. any organisation can respond to the advert and submit a tender. The providers’ will be screened for minimum suitability to deliver the contract and evaluated on the basis of Most Economically Advantageous Tender (MEAT), which will be based on 90% quality and 10% price.

If contracts are commissioned geographically, providers will need to consider how they can deliver these services across the range of provision required. A collaborative model could create breadth of knowledge and experience to better meet needs of young people.

We would support the following collaborative arrangements, but there may be other models that could deliver the services:

1) One of the contracts is designated a Prime Provider and takes a role in ensuring all the contracts work together collaboratively
2) Collaboration with lead organisation
3) Collaboration – joint responsibility
4) Subcontracting

See Appendix 1 for definitions
Consultation question 8:
Please state which arrangement you prefer?
- Prime Provider
- Collaboration with lead organisation
- Collaboration – joint responsibility
- Subcontracting
Please state why.

Social Value and Added Value

The Public Services (Social Value) Act 2012 places a duty on authorities to consider in their procurement and commissioning processes how public contracts can create wider social, environmental and economic value for the community they serve. In line with our Social Value Policy we are committed to working with stakeholders to explore how the opportunities described in this document could best be designed to maximise social value, deliver better outcomes and to improve outcomes in the most efficient, effective, equitable and sustainable way and in the best interests of the City’s residents.

In the current climate with pressure on budgets, providers may need to consider how they could get best value from the Council’s investment, requiring enterprising and innovative thinking. This could include some charged services to support delivery, sponsorship etc.

As part of our procurement processes we will consider what social benefits we would expect as a minimum from a provider and in addition, will use the our evaluation criteria to review the innovative ideas that will bring added social value to service delivery.

Consultation question 9:
Our proposed requirement for social value is for providers to offer apprenticeships and work experience, as a potential provider do you think this would cause any potential problems in the contract?
- Yes
- No
- Don’t know
Please state the reason for your answer, and use this space to offer any alternative suggestions.

The Transfer of Undertakings (Protection of Employment) Regulations (TUPE)

Due to the re-commissioning of like for like services it is likely TUPE will apply. Therefore basic TUPE information will be obtained prior to the tender process to assist potential bidders in determining if this is applicable. If it does apply, sufficient time will be given as part of the implementation period to ensure a smooth transfer of staff. Consequently a
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12 week implementation period is factored into the project plan to allow sufficient time for staff transfers.

Planned Payment Methods

The Provider shall invoice the Authority for payment of the Charges at the end of each month. The Authority shall pay the Provider any sums due under such an invoice no later than a period of 30 days from the date on which the Authority has determined that the invoice is valid and undisputed.

Implementation

As highlighted above TUPE is likely to apply thus a 12 week implementation period will be factored in following contract award to allow sufficient time for staff transfers. This period will also ensure sufficient time is allocated for service user transfer and that the transition can be appropriately managed.

Key Information for Consultation

The formal consultation period will run for a period of 12 weeks 2nd February – 27th April 2017; there will be a variety of ways for people to get involved and have their say including events, surveys and online.

Events:

Young person’s event: This event will take place on 29th March 5:30-7pm and will be open to children and young people across the city.

Youth Council event: We will be taking the Commissioning Plan to the Youth Council meeting to get their views on the proposal, and advise on how best to engage with children young people throughout the consultation.

Professionals event: There will be a professional’s consultation event on Thursday 23rd February 10am-12:30pm, Conference Hall, City Hall.

Secondary Heads’ Forum: We will be taking the Commissioning Plan to the Secondary Head Teachers Association meeting to ensure that schools are aware of the proposed changes to youth services and are able to disseminate this information to students.

Aside from these dates we can also come out to meet with your teams separately so please get in touch if you wish to arrange this. If you know of groups that you feel we must talk to please get in touch so we can ensure they are included.

Surveys:

There will be two online surveys for children and young people and potential providers to complete; this link will be available on the Council website.

Email:

All interested parties can give their comments on the commissioning plan via email to byl@bristol.gov.uk this option will be open from 2nd February when the Commissioning Plan is published until 27th April 2017.
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Additional Information can be found on the Council website

Estimated Timeline for Tender Process

This is an estimated timeline and may be subject to change

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-consultation Engagement</td>
<td>September 2016</td>
</tr>
<tr>
<td>Consultation</td>
<td>February – April 2017</td>
</tr>
<tr>
<td>Advertise tender</td>
<td>May 2017</td>
</tr>
<tr>
<td>Evaluate tenders</td>
<td>July - September 2017</td>
</tr>
<tr>
<td>Award contract</td>
<td>September 2017</td>
</tr>
<tr>
<td>Implement contract</td>
<td>October 2017 to February 2018</td>
</tr>
</tbody>
</table>

Future Documentation

Following the consultation period the following documents will be produced:
- You Said We Did
- Consultation Report
- Final Commissioning Plan
- Service Specification
- Tender

Other related strategies which have informed the development of the plan are:
- Bristol Preventing Homelessness Strategy 2013–2018
- Bristol Emotional Health and Wellbeing Transformation plan
- Vision for Children and Young People with Special Educational Needs and Disabilities
- Corporate Strategy 2017–2022
- Bristol City Youth Council Manifesto campaigns
- Bristol City Council’s Corporate Parenting Strategy
- Bristol City Council’s Young People’s Housing Pathway Plan (draft 2016)
- Neighbourhood partnership priorities
- Learning City
- Bristol Safeguarding Children Board Child Sexual Exploitation Strategy

Throughout the document we have referred to the services as ‘Targeted Youth Services’ rather than ‘Bristol Youth Links’. There has been positive and negative feedback about the name. We will work with the Young Commissioners on this but would like your feedback on what the contract should be named.

Consultation question 10:
What you think the service should be called?
- Bristol Youth Links
- Targeted Youth Services
- Something else (please suggest)
Appendix 1: Definitions

Lead partner consortium:
A lead partner consortium is a consortium of organisations who are working together to bid for, and if successful, deliver a contract. One partner, will contract with the Council, on behalf of the other consortium members, and will be the conduit by which the contract is delivered by the consortium members. Accordingly, in this scenario, the lead partner is solely liable for the delivery of the contract. The other consortium members are effectively sub-contractors to the lead organisation.

Joint and several liability consortia:
The Council will have a contractual relationship with all members of the consortium. It is usual for one consortium member to be nominated to co-ordinate the consortium bid – which may be referred to as the lead organisation. However, in these circumstances, the lead is for administrative purposes only and all members of the consortium are equally responsible for the delivery of the contract.

Whilst there is a lead/administrative partner for bid co-ordination purposes, this organisation is not solely liable as the Council signs the contract with all the members of the consortium; thus all members are jointly and severally liable. As such, if one of the members of the consortium defaults, it is possible for the Council to take action against the other member/s of the consortium for recovery of that default.

Sub-contracting:
This is where the Council contracts with one provider (the lead provider) and the relationship in respect of contract delivery is with that provider only. The provider then enters into sub-contracting arrangements with various suppliers for which the provider is then responsible in respect of contract delivery. The provider is responsible for the delivery of the contract whether or not they are providing the service themselves or if they have sub-contracted it out.

It should be noted that the ultimate responsibility for any sub-contracted obligations would always rest with the bidder. It is recognised that arrangements in relation to sub-contracting may be subject to future change. However, bidders should be aware that where, in the opinion of the Council, sub-contractors are to play a significant role, any changes to those sub-contracting arrangements may constitute a material change for the purposes of procurement law, and therefore may affect the ability of the bidder to proceed with the procurement process and/or to perform the contract. For the avoidance of doubt, in the event that the Council considers that such a change constitutes a material change for the purposes of procurement law, then the Council reserves the right to disqualify the bidder from the procurement process.

There is an expectation with this model that only minor and / or specialist elements of the service will be sub-contracted; i.e. the lead provider will deliver the core elements of the service.
The Council will make payments to the provider; that provider is responsible for payments to its sub-contractors. However, the Council would expect payments to sub-contractors to mirror the payment conditions to the provider. The Council would not usually expect to see evidence of the administrative arrangements between the provider and sub-contractor, however, may wish to see evidence of performance monitoring, due diligence and subcontractor agreements and/or policies.

Whilst the Council does not have a contractual arrangement with the sub-contractors, it does reserve the right to veto a choice of sub-contractor, if they are deemed to be unacceptable or inappropriate.

**Other information – Multiple Bids**

It is possible for an organisation to bid as a member of more than one consortium; or as part of a consortium, as an individual organisation, or as a sub-contractor to another bidder. It is advisable for such organisations to seek independent legal advice as the Council cannot offer this. In this instance, the relevant organisation/s are also required to submit a certificate ‘regarding involvement in other bids’ with their bid. This certificate will form part of the bid documentation. The purpose of this certificate is to protect the Council from any claims regarding contravention of competition law. It also forms part of the Council’s due diligence regarding each bidding group’s awareness of their member’s potential conflicts of interest. The relevant consortia will need to confirm that they are aware that an organisation is a party to more than one bid.