

WIRRAL CHILDREN'S TRUST BOARD – 28 MAY 2010

ACTIVITY FUND PLUS COMMISSIONING REPORT

Introduction

This report outlines to the Children's Trust the recommendations from the Commissioning Panel for the commissioning of youth activities commissioned from the Positive Activity Fund element of the Area Based Grant. The Trust Board are asked to approve the recommendations as outlined at the end of the report.

1. Background

As part of the Aiming High Proposals, additional funding has been made available to local authorities under Positive Activities for Young People (PAYP) an Area Based Grant. This funding previously routed through Connexions was used to provide a number of support packages for young people at risk of truanting, offending, negative peer group pressure and associated health risks. Specific activities were commissioned to engage the young people during school holidays, in 2008-09 the funding available was £339K, and in 2009-10 this is increased by £243K to £582K and by £417K to £756K in 2010/11. Guidance produced by the DCSF makes clear that this uplift in funding is to support targeted and universal week-end diversionary activities for young people. At its meeting on 11 September 2009, The Trust Board approved the first round of commissioning; this report seeks to conclude that process.

1.2 At the meeting on 23rd April 2009, Cabinet approved the criteria to be applied when commissioning organisations to provide universal and week-end activities see section 1.5. In addition, cabinet approved the organisations/ departments from which representatives for the commissioning panel could be drawn. These were as follows:

- Police/ Community Safety
- Fire & Rescue
- Link Forum
- 14-19 Partnership/LSC
- PCT- Strategic Lead
- Neighbourhood Pathfinder Organisation
- Children and Young People's Department
- Representative from Transport
- Members of the Executive Youth Board
- Extended Schools link
- Member of staff from Asset Management Department

1.3 The organisations and departments listed reflect the range of stakeholders involved in delivering the youth agenda. Representation from Asset management was to ensure any decisions made had taken account of the Council's Strategic Asset Review.

- 1.4 Key to the process was the focussing of resources to ensure a better Youth Offer in each of the districts. Young people had already been consulted at the Youth Voice Conference and through Youth Forums on the type of activities and places they would like to have commissioned. Tendering organisations were asked to demonstrate how they would work in partnership to enhance the current provision and meet the diverse needs of Wirral's young people. Although all the organisations could demonstrate partnership links, the tender from the Youth & Play Service and Partners detailed how partnership working would be planned and monitored by newly formed district planning groups. The Children's Trust Board approved the criteria for the commissioning process detailed below.

Organisations had to demonstrate the following criteria if they were to be short listed:

Understanding of the requirements:

- Young people influencing the planning, delivery and evaluation of services.
- Successfully meet the requirements of the Pre Qualifying Questionnaire Method Statement (PQQ)
- Demonstrate value for money in provision of universal/ targeted youth work. This is to include open youth work and an agreed number of planned group work sessions which will be linked to local policy issues such as teenage pregnancy and the Respect agenda.
- Recording systems of attendances by young people at different projects. – This system to be compliant with local authority requirements regarding unique individuals.
- Provision accessible to public transport routes.
- Provision of youth services that ensure outputs linked to national Key Performance Indicators underpinning Targeted Youth Support, Integrated Youth Support and Participation indicators.

Track Record:

- Evidence of programme planning to meet local /district needs
- Experience of successful external funding applications.
- Experience of partnership working across organisations to further develop youth services for young people.
- Evidence of consortium approaches to planning and delivery of services.

Delivery Concept

- Young people influencing the planning, delivery and evaluation of services.
- Be fully accessible for young people who are Looked After or who have learning Difficulties and Disabilities.
- Provision that is supporting the Integrated Youth Support Strategy
- Demonstrate value for money in provision of universal/ targeted youth work.

1.5. The Commissioning Process

1.6 The Commissioning criteria are detailed in section 1.5. The Commissioning Panel for this round had representation from the following:

- The Link Forum
- Asset management Department
- 14-19 Team
- Children & Young People's Department
- Police/ Community Safety
- Primary Care Trust (PCT) strategic Lead

1.7 In response to feedback from the previous commissioning process, some changes were made to the process for the Activity Fund Plus Commissioning. Specifically this resulted in the process being done in two stages; with organisations completing the Pre Qualifying Questionnaire (PQQ) for stage one. Organisations that had been successful in the earlier commissioning of the Activity Fund were only required to register an Expression of Interest. All organisations that met the PQQ criteria were invited to submit a Method Statement and in line with the Compact agreement with the Link Forum, were given eight weeks to complete the Method Statement. All organisations including those that had registered an Expression of Interest were required to complete the Method Statement. Following consultation with the Link Forum the questions in the Method Statement were reduced from nineteen to eight. The Method Statement also detailed the presentation requirements, thereby ensuring all organisations had time to prepare. The interview process consisted of a ten minute presentation and time for follow up questions plus each organisation was asked the same set questions. Six organisations were invited to prepare a Method Statement; Activate Arts, Blossom, Involve Northwest, RDPO Enterprises, Youth and Play Service and Partners and the Youth Federation. Five Method Statements were returned and table A records the total scores achieved by each of the organisations.

1.8 The following is a summary of the commissioning process:

- Tender advertised 11 November 2009
- Procurement Workshop 25 November
- Desktop evaluation 8/02/2010 – 12/02/2010
- Validation Panel and short listing 12 February
- Short listed organisations notified 12 February
- Method Statements submitted 14 April
- Interviews 26 April
- Evaluation Matrix signed off by panel 30 April
- Report to Cabinet 27 May
- Report to Wirral's Children's Trust – 28 May 2010
- Contract Awarded 1st July

1.9 Please see Appendix A for interview questions and presentation requirements.

- 1.10 In this round of commissioning, the panel were commissioning units of activity to complement the current Youth Offer. Units included Big Nights, Sit Offs, Specialist Youth Support and Specialist activity providers. Please see Appendix C for the descriptors of the different units. Although all areas were considered for this round, a priority was to increase provision in South and West Wirral as in the previous rounds these areas were undersubscribed. Below are two tables. Table A details the scores for each organisation that applied and Table B indicates the successful organisations and the amounts that are being recommended for allocation. The detail of the units purchased from each organisation can be found in Appendix B.

Table A

| Organisation | Scores (Including the weighting) |
|-------------------------------------|---|
| RDPO Enterprises | 212 |
| Youth and Play Service and Partners | 196 |
| Activate Arts | 155 |
| Youth Federation | 147 |
| Blossom | 146 |

Table B

| Organisation | Amount Requested | Amount allocated | District or Wirral Wide |
|-------------------------------------|-------------------------|-------------------------|--------------------------------|
| RDPO Enterprises | £68,656 | £63,386 | Wirral Wide |
| Youth and Play service and Partners | £59230 | £45,114 | Wirral Wide |

- 1.11 The amount allocated to both organisations is less than that requested. In the case of RDPO Enterprises this will mean there will be two outside activities as opposed to 4. As appropriate venues have to be identified, the outside activities will be subject to planning permission, consultation with the Police and other stakeholders, statutory approval and they will not take place until all requirements have been met and will be subject to a further report to Cabinet. The amount allocated to the Youth and Play Service, is approximately 30% less than requested. Commissioners will agree with the Youth and Play Service and Partners what units will be provided. The discussions will also look at how to increase the number of activities available in South and Wirral West.
- 1.12 There are some risks attached to entering into a contract with any new provider. Identified risks have been addressed through the pre qualifying assessment undertaken as part of the procurement process or mitigated through other actions. In the event that the supplier could cease trading, any financial loss will be minimised by paying invoices only on completion of agreed activities. Risks presented by possible objections to venues will be minimised by the involvement of staff from Licensing, Technical services, Cultural Services, Asset Management and officers from Merseyside Police in the planning stages. In addition, consultation with community groups will be undertaken as part of the planning process.

2. Financial Implications

- 2.1 The cost of commissioned services will be met from the PAYP budget. The activities will be Commissioned until 31 March 2011

3. Staffing Implications

- 3.1 There are no staffing implications arising from this report.

4. Equal Opportunities Implications/Health Impact Assessment

- 4.1 The activities commissioned are universal with open access, equal opportunities is one of the underpinning factors considered as part of the commissioning process and by activity providers. The activities are aimed at improving the emotional health and well being of young people who take part.

5. Community Safety Implications

- 5.1 The activities commissioned are intended to have greater engagement by young people who are at risk of getting into trouble within their neighbourhoods.

6. Local Agenda 21 Implications

- 6.1 Consultation will take place with relevant stakeholders regarding the RDPO programme to ensure compliance.

7. Planning Implications

- 7.1 There are none arising from this report.

8. Anti-poverty Implications

- 8.1 The activities commissioned aim to raise aspirations in young people and also to provide informal learning opportunities.

9. Social Inclusion Implications

- 9.1 The aim of these activities is to enhance social inclusion and ensure young people are engaging in positive activities at the weekend.

10. Local Member Support Implications

- 10.1 This report affects all wards.

11. Background Papers

- 11.1 Aiming High – A Ten Year Strategy for Positive Activities

RECOMMENATIONS:

That

(1) The Wirral Children's Trust Board approve the allocations as outlined in section 1.10 and awards the following:

RDPO Enterprises - £63,386

Youth and Play service and partners - £45,114

(2) That Wirral Children's Trust Board receive a further report in June following consultation setting out the RDPO programme.

(3) Discussions take place with the Youth and Play Service and Partners to increase the youth activities available in South and West Wirral

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Appendix A :Presentation Topic

The 4 “Ws” In order to attract and retain our service users, provision has to be **innovative** and **exciting**. In your presentation we are looking for you to describe WHAT you intend to provide, WHY you are proposing the activities, WHERE and WHEN you intend to carry the provision out, and how you will make it innovative and exciting.

| Possible Key Words | Notes/ Comments | Score 0-1-2-3-4-5 |
|--|-----------------|-------------------|
| <ul style="list-style-type: none"> • Big nights • Innovative, different, exciting, creative • Young people’s input, suggestions and requirements • Partnership and collaborative working • Activities happening in evenings, particularly Friday and Saturday evenings • Risk assessment and safeguarding • Community involvement and consultation • Outcomes against indicators • Effective and efficient monitoring • Value for money/cost effective | | |

Activity Fund Plus Commissioning questions

| Question | Possible Key words | Notes/Comments | Score 0/1/2/3/4/5 |
|--|--|----------------|-------------------|
| <p>1. How will your organisation meet the needs of young people and what will the provision bring to the youth offer?</p> | <p>Positive new experiences User surveys carried out to identify gaps. Big Nights Availability of Information, Activities that represent fun Diversions from risk taking or antisocial behaviour</p> | | |
| <p>2. Tell us how you intend to work in partnerships within your local Wirral districts. (Wallasey, Birkenhead, South Wirral, West Wirral)</p> | <p>Joint planning Agreed referral processes Named partners Discussion in progress</p> | | |
| <p>3. How do you intend to promote your offer and draw in the users of this provision, particularly with respect to those from diverse cultures, backgrounds and groups? How will you ensure that young people are not excluded by virtue of</p> | <p>Use of website when available Promotional visits to other organisations Advertising the service opportunities through appropriate support agencies Promote via schools Promote opportunities via outreach workers</p> | | |

| | | | |
|---|--|--|--|
| cost? | | | |
| 4. Where will you operate from and how do you intend to ensure the safety of the service user particularly with respect to travel to and from the venues? | <p>Location of facilities with relation to links to public transport.</p> <p>Health and safety policies</p> <p>Risk assessments</p> <p>Discussions with locals/neighbourhood forums</p> | | |
| 5. How will you determine that you are being successful? | <p>Young people's evaluations on any existing provision.</p> <p>User surveys</p> <p>Support for young people.</p> <p>Regular and ongoing evaluations by young people of the programme, both formal and informal</p> <p>Set targets of attendance are met.</p> <p>Quality assurance procedures</p> <p>Retention figures</p> | | |
| 6. How do you intend to monitor effectively in order to ensure that you are reaching a broad group of young people? How will you assess the | <p>Register of unique individuals to capture diversity information</p> <p>Anonymise individuals for attendance purposes</p> <p>Submit attendance sheets</p> | | |

| | | | |
|--|--|--|--|
| <p>impact and monitor the youth offer</p> | <p>regularly Collate information Observation of practise Joint monitoring meeting Agreed operational standards Agreed outcomes</p> | | |
| <p>7. As you will be aware, this process is about commissioning units of activities, the panel may not be able to purchase all you have offered. If this were the case what would be the implications for your organisation?</p> | <p>Impact on staffing levels. Number of sessions that could be offered. (not a scoring question but for clarification.)</p> | | |

Appendix B - Activity Fund plus - Summary RDPO and Youth Service and partners Requests

| Provider | Area | Offer | Pricing | Comment |
|----------------------------------|-------------|--|---------------------------------|--|
| T2 RDPO Enterprises | Wirral Wide | Big Nights 38 units | £33,516 (1 unit = £882) | Uone8 |
| | | 11 units | £12,540 (1 unit = £1,140) | Wirral's got young talent |
| | | 4 units | £10,540 (1 unit = £2635) | Outside activities |
| | | Cultural/specialist 134 units | £12,060 (1 unit = £90) | Event management committee |
| | | Total | £68,656 | |
| T4 Youth and Play service | Birkenhead | Sit Off 10 units | £700 (1 unit = £70) | Prenton High School/Albany Hall |
| | | Specialist youth support 348 units | £4,506.60 (1 unit = £12.95) | Response |
| | | Cultural /specialist 29 units | £3,195.51 (1 unit = £110.19) | Wirral Youth Theatre |
| | | 13 units | £3,307.46 (1 unit = £254.42) | Urban Adventure |
| | | 40 units | £2,554 (1 unit = £63.85) | Charing X YC music project |
| | | Response to local needs 20 units | £3,800 (1 unit = £190) | Hot spot sporting activities |
| | | 9 units | £605.88 (1 unit = £67.32) | Kontaktabus/MUGAs |
| | | 28 units | £4,641.56 (1 unit =£165.77) | Viking YC Friday evening dancing |
| | | 10 units | £2,541.70 (1 unit =£68.50) | Courtney Park |
| | | 52 units | £8,684 (1 unit = £167) | Grange Baptist |
| | | Total | £32,680.01 | |
| | | + 5% management fee | £34,314.01 | |
| T4 cont. Youth and Play | Wallasey | Specialist youth support 208 units | £2,701.92 (1 unit = £12.99) | Response |
| | | Cultural specialist 21 units | £2,313.99 (1 unit = £110.19) | Wirral Youth Theatre Birkenhead Youth hub??? |

| | | | | |
|--|--------------|--|--|--------------------------------|
| | | 52 units | £8,925.80 (1 unit = £171.65) | Wallasey YMCA Body Zone |
| | | 10 units | £2,541.70 (1 unit =£254.17) | Urban Adventure |
| | | Response to local needs 15 units | £2,850 (1 unit =£190) | Hot Spots sporting activity |
| | | 20 units | £1,346.40 (1 unit =£67.32) | Kontaktabus/MUGAs |
| | | Total | £20,679.81 | |
| | | + 5% management fee | £21,713.80 | |
| | South Wirral | Cultural/specialist 6 units | £1,525.02 (1 unit = 254.17) | Urban Adventure |
| | | Total | £1,525.02 | |
| | | + 5% management fee | £1,601.27 | |
| | West Wirral | Cultural/specialist 6 units | £1,525.02 (1 unit = 254.17) | Urban Adventure |
| | | Total | £1,525.02 | |
| | | + 5% management fee | £1,601.27 | |
| | | | | |
| | | | Total request RDPO | £68,656 |
| | | | Total request Youth & Play service and partners | £59,230.35 |
| | | | Total Request | £127,886.35 |

Appendix C Unit Description

Core Activities

Listed below are a number of core activities which the Children & Young People's Department is seeking to deliver within each District.

Big Nights

Two large events in each District each month, to take place at the **week-ends** e.g. band nights, discos, large youth arts events or other appropriate diversionary activities.

Sit Off's

This will be a Friday evening service. Three hours per night (7.00pm – 10.00pm) to be held at two separate venues within each District.

The provision of attractive comfortable venues, which may be a local Youth Club, Café Bar, or dedicated access by young people to other types of venues, where young people can meet, spend the evening and purchase affordable food and refreshments.

Specialist Youth Support

This is support which can be commissioned from specialist youth support organisations or, specialist youth support organisations can submit their own tender. The purpose of this fund is to ensure that barriers to engagement by vulnerable young people are addressed to ensure greater take up from these groups.

Participation Worker

Participation Workers will have to support the implementation of the Council's programme of participation activities including young people's involvement at Youth Club/ Project Level, involvement by young people at the District Board, Youth Forums, Youth Voice Conference and Youth Parliament.

Additional Activities

As well as the Core Activities listed above the Children & Young People's Department is also seeking to deliver a number of additional youth services, namely:-

Cultural / Specialist Provision

Specialist provision can be buying in specific activities such as wall climbing, cycling, canoeing, youth arts, DJ activities etc.

Response to Local Needs

This money can be used to pay for additional activities which will be planned to respond to locally identified need.