



Bountagu Big Local

Tender Background, Guidance and
Application Process



Tender to support the Bountagu Big Local Partnership in developing our work with young people

Background

Bountagu Big Local is situated in the Lower Edmonton Ward of the London Borough of Enfield with a population of just over 5,000 people, with a higher than average proportion of children and young people compared to the Borough average. It has been awarded £1 million from the Big Lottery Fund (which is managed by Local Trust) as part of the Big Local programme. The community set up a Big Local Partnership Board, who has spent many years working with the local community to support their visions and priorities for the future. The Bountagu Big Local Partnership (“The Partnership” or “Partnership”) is supported by its Locally Trusted Organisation, the CVS for Broxbourne and East Herts (“CVSBEH”).

Evidence from a variety of sources, including detailed community consultation, was used recently to update Bountagu’s Big Local Plan which has identified the areas of work The Partnership will concentrate on delivering over the next two years. Our recent consultation has identified a need to undertake detailed consultation with young people to fully understand what their needs are and how these can be delivered by Bountagu Big Local. Adult respondents to the consultation identified that there is a need for a range of activities to be developed for young people, but it is important that we hear from young people themselves and fully understand the challenges they face living and growing up in the Bountagu Big Local area.

Based on our recent research the following conclusions have been reached:

- Bountagu Big Local does not currently have direct engagement with young people 11-19 years of age and there are currently no mechanisms for young people to be involved in the decision making processes that shape delivery of our plan
- It is an important and realistic aspiration of Bountagu Big Local to:
 - o Engage with young people and support them to lead the development of activities for young people
 - o Have children and young people active within the Big Local conversation
 - o Work with local organisations, schools and groups to support local children and young people
 - o Leave a legacy in Bountagu by ensuring we take time to find out what is important to children and young people now and in the future

We wish to commission an organisation(s) or individual (s) with relevant experience to consult with young people to find out what are the challenges they face living and growing up in the Bountagu Big Local area and ways in which to address them.



Task

To identify and bring young people aged 11-19 together and support them to:

- Identify the services, activities and events they wish to see developed
- Explore how they would like to have a voice within Bountagu Big Local
- Collaborate with local groups/organisations working with young people to identify the gaps in service provision and the need for a range of activities for 11-19 year olds
- Agree on which service providers they wish to work with, how the services will be delivered and the preferred way in which to move forward with any proposals
- Undertake a mapping exercise to understand where to engage with young people living in the Bountagu Big Local area
- Commission some specific activities identified by young people and supported by a budget of up to £5,000, with a panel of young people at the centre of the commissioning process

Your approach must involve The Partnership in discussion and decision-making. It will build on the consultation and engagement processes followed so far across the area and aim to enhance the capacity of The Partnership. The work you undertake must capture the values and principles of the Big Local programme, through inclusive and transparent community participation.

Expected Outcomes

The expected Outcomes of the work you will undertake will include:

- Increased engagement and awareness of Bountagu Big Local with young people (11-19 years) in the area
- Increased range of appropriate activities available for local young people
- Growth of local initiatives that are designed and supported by young people
- Children and young people making their community a better place by:
 - o Bringing people together across neighbourhood boundaries
 - o Bringing people together of different ages, cultures, faiths and communities

Budget

Your proposals should indicate your budget for this task, including the costs of any community or stakeholder events you might want to hold outside of the commissioned activity budget. Your final figure should include VAT, if applicable.

Selection Criteria

The successful applicant(s) will demonstrate:

- Experience of working with communities, including good interpersonal facilitation and engagement skills
- Knowledge and skills in participatory approaches to young people
- Good writing and presentation skills with an accessible style of communication
- Understanding of the Big Local programme principles and requirements
- Financial capabilities to produce a plausible budget
- Proven ability to work on own initiative and to tight deadlines
- Ideally knowledge of the geographical area



Timescales	
Tender circulated	Week: 9th December, 2019
Closing date for proposals (midday)	Monday 10th February, 2020
Steering group consider applications for shortlisting	Week: 10th February, 2020
Interviews held with shortlisted applicants	Week: 24th February, 2020
Successful applicant appointed and starts work, including inception meeting and review of proposed Action Plan with Partnership *	Early March, 2020
Update report presented to Partnership *	Late April, 2020
Completion of activities and work signed off by Partnership *	Late June, 2020

* *Bountagu Big Local Partnership*

Application Process

Please send your proposal by email for the attention of: Children and Young People's Sub Group to info@bountagu.com by midday on Monday 10th February 2020. You should include a brief outline of your relevant skills and experience, the proposed methodology and approach, along with an estimated budget. Proposals should be no longer than 4 sides of A4.

Further Support and Clarification

If you would like to discuss any aspect of this tender, please telephone Sylvie Leithgoe (Community Development Manager) on 020 8807 5827 or email sylvie@bountagu.com.