**Greater Manchester Youth Endowment Fund programme- Another chance- Co-design in the community- request for quote**

# ****Introduction****

The Youth Endowment Fund (YEF) and the home office have jointly funded a project in Manchester and North Trafford which works with young people aged fourteen to twenty-five who are involved in violence. The ‘Another Chance’ project will work with young people by looking at the underlying causes of violence and using a holistic individualised method to help to address the causes and prevent re-offending. As a part of this project, there is a commitment to community consultation. The Greater Manchester Violence Reduction Unit (VRU) is seeking to partner with an organisation with expertise in co-production and community led research in the city region, with work to commence immediately.

# Background

Greater Manchester’s VRU have received funding from the Home Office and YEF to pilot YEF’s Focused Deterrence programme in the city of Manchester and Trafford.

The Focused Deterrence strategy was developed in the United States and combines communicating the consequences of violence with support to help people move away from crime.

Research from the YEF Toolkit shows that focused deterrence strategies have been highly effective – on average reducing crime by 33%. But lots of this evidence is international. That’s why the YEF and Home Office are investing in building the evidence in England.

Five police force areas (covering Coventry, Nottingham, Leicester, Manchester and Wolverhampton) will develop this community-led, partnership approach to preventing violence.

It works by identifying and targeting individuals (aged 14-years and over) in a local area who are involved – or are at risk of becoming involved - in serious violence. Then by drawing on the collective resources and expertise of the partners, individuals are offered tailored support. This could include mentoring, access to education, training and employment opportunities, mental health services, housing advice or other services that address underlying issues in their lives, relationships, or neighbourhoods.

The project is part of a randomised control trial which will analyse the effectiveness of the new initiative against existing measures.

Delivery started in July 2023 and continue until December 2025.

The impact of the programme will be monitored. Lessons learned from Greater Manchester VRU’s work (and other areas) will provide new insight into how Focused Deterrence programmes can be adapted and adopted to reduce violence in the UK.

## Key stakeholders

* Young people on programme – aged 14-25 and living in Manchester or Trafford.
	+ These young people will need to be informed that they have been selected to be on the programme. Communications to them will need to be clear and strengths based.
* Families and parents – carers of the young people who will be on the programme.
	+ Support from families will be important in the success of the programme. Ensuring they understand the programme and the process will be key.
* Local community – people living in Manchester or Trafford.
	+ Reassurance messaging needed to show that most young people do not commit serious violence and that the programme is creating positive outcomes for those that do.
* VCSE sector – organisations working in Manchester and Trafford.
	+ Information about the programme and how to refer will be helpful for local organisations working with young people and families.

# Proposal

The VRU are seeking to award a contract to seek the views of communities in Manchester and North Trafford on crime, safety and the programme. These views will be taken and used to inform how the programme is delivered and used to measure the effectiveness of the work. The VRU would also like to work with communities, parents/carers and young people to co-design the communications, messaging and materials for the Youth Endowment Fund (YEF) Another Chance programme.

To achieve this the VRU requires the services of a community-based partner, proficient in working with ‘experts by experience’ and community researchers who have experience and understanding of the impacts of violence in the Manchester, Trafford, and wider Greater Manchester city-region.

# Expectations of the service

The Another Chance co-design in the community contract will:

* Design engagement sessions, tools, and activities appropriate for the target audiences and based on previous work delivered by the organisation
* Work with established groups and communities in Manchester and North Trafford to identify key insights, themes and messages in relation to violent crime and related interventions.
* Identify ‘experts by experience’ and/or community-based researchers familiar with the work of the VRU and with lived experience of the impacts of violence in Greater Manchester.
* Ensure an agreed number of appreciative enquiries, individual interviews, and/or focus groups are conducted over an agreed period of time
* Analyse and report on any quantitative and qualitative data gathered and present to the Another Chance programme team within an agreed time period
* Continue to work collaboratively with the VRU to ensure an iterative approach is taken and that communications and materials are updated in line with the views of the impacted individuals and communities.
* Provide a portfolio that details the outcomes of consultations across communities in Manchester and a defined area of North Trafford regarding the direction of the programme.
* Provide a portfolio of ideas from communities in Manchester and a defined area of North Trafford, including young people, that will be used to inform designing how the programme continues to engage with the community and target cohort.
* Facilitate and deliver events to support a phase of ‘active listening’, enabling communities to be informed and consulted.

# Key Performance Indicators, outputs and outcomes

A set of key performance indicators/outputs will be developed with the service provider once the contract has been awarded, this will include, but not be limited to:

* Number of ‘experts by experience’/ community researchers recruited
* Number of ‘experts by experience’/ community researchers trained
* Number of contacts made with individuals and groups from each sub-geography of the project
* Monthly/bimonthly/quarterly summary reports of feedback and analysis
* Monthly/bi-monthly update meetings
* Hosting co-creation sessions with families/young people to enable the VRU to create appropriate resources and materials.

To meet the VRUs contractual obligations from YEF it must report on:

1. Progress against community engagement plan, what has been delivered, mode of delivery, when, who are the communities that have been supported;
2. Progress against communication activities plan, what has been delivered, when and to who the target audiences are;

Work produced by the selected provider will inform this reporting and therefore a minimum standard of data collection will be agreed at the start of the contract.

# Contract delivery

## Timeline

The project’s co-design needs to be implemented as soon as possible.

## Timescales

Submissions to be received by end of day Friday 1st September 2023.

The contract period will be agreed with the provider before the project commences.

## Project Management

Contract delivery will be overseen by Melanie Condliffe and Katie Bretherton from the Greater Manchester Violence Reduction Unit (part of Greater Manchester Combined Authority).

## Price

The budget for this commission has been set at a maximum of £20,000.

## Payment

Milestone payments are GMCA preferred approach.

Payment will be made monthly upon production of progress reports as per the agreed milestones.

# Modern Slavery Act 2015

As part of Local Government, the GMCA recognises that it has a responsibility to take a robust approach to slavery and human trafficking. In addition to the GMCA’s responsibility as an employer, it also acknowledges its duty to notify the Secretary of State of suspected victims of slavery or human trafficking as introduced by section 52 of the Modern Slavery Act 2015. The GMCA is absolutely committed to preventing slavery and human trafficking in its corporate activities and to ensuring that its supply chains are free from slavery and human trafficking. The GMCA requires that all direct suppliers, service suppliers and contractors to the GMCA are absolutely committed themselves to preventing slavery within their own activities and through their supply chain which includes manufacturers, and producers.

# SMEs

The GMCA is committed to supporting the Government’s small and medium-sized enterprise (SME) initiative; its aspiration is that 25% of spend, direct and through the supply chain, goes to SMEs by 2015. Suppliers are encouraged to work with the GMCA to support the wider SME initiative. The link below to the Cabinet Office website provides information on the Government’s Crown Representative for, a link to the definition of an SME and details on the SME initiative <https://www.gov.uk/government/policies/buying-and-managing-government-goods-and-services-more-efficiently-and-effectively/supporting-pages/making-sure-government-gets-full-value-from-small-and-medium-sized-enterprises>

# Information Governance

1. Describe how your organisation will meet Describe the high-level governance controls (including assignment of responsibilities at Board level). As well as the physical, personnel, procedural and technical controls embedded within your organisation (including the equivalent controls placed on any external ICT system host/supplier). Ensuring you evidence your organisation's relevant policies and procedures and processes for evaluating compliance.

Your response should include (but not limited to) aspects associated with the headings listed below:

* information risk management regime
* secure system configuration and network security
* system assurance and monitoring
* Sub-Contractor selection and evidencing data protection compliance
* Pre-employment screening checks/vetting
* verifying user identity and user access privileges
* user induction, education and awareness and frequency
* rules governing acceptable use of information assets
* retention, storage and destruction
* secure transmission of personal data on paper or electronically
* removable media controls
* home and mobile working
* protocols governing the protection and disclosure of personal information
* incident management
* malware prevention
* business continuity management
* In which country or countries will the data be processed
1. i) Does your organisation (and/or ICT host/supplier) comply with the requirements of the Cyber Essentials Scheme or any other relevant accreditations or certifications relating to ICT systems used in the delivery of your service? Please state which accreditations or certifications are held.

ii) Please confirm that you are willing and able to update all relevant privacy notices for the purposes of this contract.