
TOTTON AND ELING TOWN COUNCIL

COMMITTEE REPORT

Committee	:	AMENITIES
Date of meeting	:	15th May 2021
Subject	:	Garage Youth Centre
Report from	:	Deputy Town Clerk

1. BACKGROUND

At the Special Council Meeting on 6th January 2021 it was resolved that:-

- a) The Garage Youth Centre be re-opened as soon as legally possible and offer a full youth service that is required of a modern youth club to include recreation and community facilities together with full guidance, advice and support for young people.
- b) That the Council investigate organisations that could provide the service as stated in a) above and if the service was the same as present this would involve the use of TUPE to transfer the existing staff in accordance with current legislation.
- c) That the Council will provide the youth centre building and the cost of running the service (amount to be agreed by the Council) and then set up with the approved organisation a Working Party to discuss and monitor the Youth Centre operation under the terms of the agreement with the organisation concerned.

2. TENDER INVITATIONS

In accordance with the above resolutions, 'expressions of interest' background papers were sent out to suitably experienced and qualified local organisations to provide the service required.

Detailed specifications were prepared and Tenders were then invited from the three organisations who submitted a positive response to the expressions of interest.

During the tender process one tenderer withdrew and detailed tender / contract proposals were received from the other two in sealed envelopes.

The tenders / sealed envelopes were opened in the Council Chamber by the Chairman of Amenities in the presence of the Deputy Town Clerk and prices for providing the service recorded in the Tender Book in the normal way.

3. TENDER EVALUATION

Both tenderers were then invited to present their proposals to a tender evaluation panel comprising the Chairman of Amenities, Chairman of Policy & Resources Committee, The Town Clerk and Deputy Town Clerk.

Each panel member then completed a score sheet for each tenderer, scoring them under each of the following:-

- Quality & content of presentation
- Relevant experience and available resources
- Appropriateness of service to be provided
- Health, safety and child safeguarding systems
- Staff transfer (TUPE) experience
- Price

All scores were then totalled and the clear 'winner' was Youth Options who are based in Romsey. Members are encouraged to go to the Youth Options website to obtain full information on their background, current operations and organisational set-up etc. Members can also read the attachment which was part of the Youth Options tender submission.

4. EXISTING STAFF AT THE GARAGE YOUTH CENTRE

A meeting was held with the existing staff team at the Garage Youth Centre on Friday 7th May 2021 to update them on the current situation and answer any questions. The whole team without exception were very supportive of Youth Options taking on responsibility for the Garage Youth Centre.

5. FINANCIAL IMPLICATIONS

Accepting the tender of Youth Options will result in a net extra annual cost of about £15000.00, and this could be reduced to zero by cutting the number of days open from 4 to 3. However after taking account of the impact of the pandemic on young people it is considered that the same opening days should remain at 4 as at present for at least the next three years with the additional funding to come from reserves.

6. CONCLUSIONS

The evaluation panel were very impressed with the presentation given by Debbie Burns the Deputy CEO and Becky Pollard the Director of Services from Youth Options, particularly their 'hands on' relevant experience, their knowledge of the youth service required in 'today's world' and the ability of Youth Options to provide this service to a high standard.

7. RECOMMENDATIONS

It is RECOMMENDED that –

- a) The tender offer received from Youth Options is accepted subject to satisfactory completion of TUPE transfer of all existing Staff.
- b) That the Council provide to Youth options the existing Garage YC building and mains services free of charge as agreed at the Special Council meeting.
- c) That Youth Options commence provision of the Youth Service at the Garage building from 1st September 2021.



The Garage Youth Centre

Tender Application

5th March 2021

Youth Options

Youth Options was established in 1937. We believe passionately that every young person has the potential to realise their abilities and aspirations, and to make a valuable contribution to their communities. We are committed to developing young people's social and emotional skills to improve their chances in life. Our services are individually tailored to deliver vibrant, dynamic and ever-evolving opportunities that connect with and inspire young people.

Youth Options works with thousands of young people from across Hampshire. Having planned and delivered over 1,000 youth initiatives, we have an expert understanding of how best to plan programmes to meet objectives and ensure young people are fully engaged and motivated. Our services are built around the core capabilities identified by the Young Foundation:

- Communication
- Confidence
- Planning and problem solving
- Relationships and leadership
- Creativity Resilience and determination
- Managing feelings

We are:

- Inspiring
- Supportive
- Committed

Our staff and volunteers are our most valuable asset; their commitment, skills, enthusiasm and dedication enable us to deliver supportive and inspiring services to children and young people.

We provide a supportive environment with personal and professional development at its heart enabling staff and volunteers to enhance their skills, knowledge and understanding.

We encourage staff and volunteers to have a voice in how we achieve our vision. We want our staff and volunteers to feel able to shape their work, and to this end we encourage innovation, creativity and risk taking.

As a learning organisation we encourage staff to be self-reflective and enable them to put into practice improved ways of working.

Proposal

To provide a range of activities and support for children and young people accessing The Garage Youth Centre. We would build on current provision and enhance the offer through opportunities that would be available from other areas of our work.

Provision

We will deliver four sessions per week throughout the year; each session would last for four hours with staff employed for five hours to ensure time for setting up before and evaluation after each session. Session times in school holidays may vary depending on availability of staff and wishes of young people.

We note the skills and expertise of the current staff team and would continue to encourage them to lead on the annual plan and delivery of particular activities. We would support the team with our experience and expertise in delivering high quality youth provision including themed sessions including, but not limited to:

- Team Building
- Sexual Health and Relationships
- Communication Skills
- Mental Health & Wellbeing
- Healthy Eating
- Personal Safety
- Employment, Education & Training

We have access to and have developed programmes that support young people to navigate the world around them; these include:

- **Roadcode** – teaches 13-19 year olds about road hazards and gives them the confidence to speak up in potentially dangerous driving situations. With 90% of the young people on this course saying that they developed road safety skills and understanding that they hadn't been taught elsewhere.
- **Currency for Life** - designed to give participants the opportunity to be independent, learning budgeting and money skills to plan their own residential weekend
- **Knife Crime** – an interactive programme that engages young people aged 11+ with the topic of knife crime, its dangers, consequences and how to report concerns. Also, currently in development a course aimed at primary aged children to engage them with the issues relating to knife crime

Delivery of services will be evaluated using our Your Views Matter feedback forms that are completed by young people; the data collected from this feedback is used by teams to assess the impact of the services delivered. This is then used to engage with young people to ensure services meet their needs; it is also used to provide evidence of need for grant applications.

Enhancement

As an organisation Youth Options has a range of skills and expertise that can be used to enhance the provision at The Garage Youth Centre. Ideas for such enhancement are detailed below. These enhancements will either require additional funding that we will seek to secure specifically for The Garage Youth Centre or will be delivered through work secured on an organisational basis.

We have significant experience in delivering detached youth provision that supports young people in their community without a need to attend a Youth Centre; we would seek to develop detached provision to work with young people in surrounding areas, but who do not access the centre. This provision would help signpost young people to the centre and provide services for those who do not wish to access a more formal setting.

We are experts in delivering outdoor learning opportunities to children and young people that support learning and mental health and wellbeing. We would provide training for current staff to enable them to be able to deliver basic outdoor learning opportunities; young people would also have access to a more enhanced offer through our skilled outdoor learning team.

We also deliver a range of support to schools including keyworker support for individual young people; this support is bespoke to individual young people and is asset based. We are currently seeking further funding for this work and would ensure that it was offered to schools local to the centre.

We have considerable experience in delivering residential for young people that engage them in a range of activity that meets their needs, promotes independence and broadens horizons.

Health & Safety

We have robust policies and procedures covering all aspects of delivering services to children and young people including Health & Safety and Safeguarding. All staff carry a Staff Handbook at all times that provides key information relating to a range of issues that may arise whilst working face-to-face with young people. This handbook includes contact information for key personnel within the organisation.

We also provide an emergency on call system for staff working out of office hours; the system is staffed by Middle and Senior Managers. The purpose of this system is twofold:

- It ensures that staff have a single point of call should any issues arise during a session for which they require support
- It also ensures the safety of staff as it has a check in and check out process that if not followed triggers procedures to confirm that staff are safe

We have a Resources Manager who is responsible for the oversight of all matters relating to health and safety, building maintenance and resources including vehicles. This provides assurance that any issues are dealt with in a timely and efficient manner.