

**West Midlands Violence Reduction Partnership (VRP)**

**Development of Youth Assembly**

**Project Specification**

**Introduction to VRP:**

Recipients of the VRP funding must ensure that it supports delivery of the VRP ‘core function’. The VRP core function is to offer leadership and, working with all relevant agencies operating locally, strategic coordination of the local response to serious violence.

VRP activity enabled by the funding must support a multi-agency, ‘public health’ approach to preventing and tackling serious violence. We expect much of VRP activity to focus on early intervention, whether that is with respect to its core function in leading and coordinating the local response to serious violence or with regard to the VRP’s funding of specific interventions.

VRPs to work closely with all local partners contributing to the response to serious violence, including those working on early intervention, to ensure that any new provision and activity builds on, complements and enhances existing arrangements.

Consistent with the proposed legal duty to support a multi-agency approach to preventing and tackling serious violence, in implementing the public health approach, local areas should adopt the World Health Organisation’s definition, which we have summarised as follows:

Focused on a defined population; with and for communities; not constrained by organisational or professional boundaries; focussed on generating long term as well as short term solutions; based on data and intelligence to identify the burden on the population, including any inequalities; and rooted in evidence of effectiveness to tackle the problem. For more information visit:

[About - West Midlands Violence Reduction Partnership (westmidlands-vrp.org)](https://westmidlands-vrp.org/about/)

**Core Principals for Commissioned Services**

The VRP is committed to working effectively with partner organisations to deliver services that reduce and prevent violence. Providers delivering services do an outstanding job in supporting those in need and addressing risk and harm but are often themselves unsupported.

We have developed a set of core principles and ways of working which outline what an effective service seeking to reduce and prevent violence should look like. This is based on the evidence base, and on the research and delivery experience built up over the first 2 years of the VRP’s work. We don’t have all the answers and we don’t expect you to either.

These core principles are not intended to be a checklist. Instead they outline our expectations for those providers working with us to protect young people. We deliver/can facilitate access to a range of training offers and CPD opportunities for frontline practitioners including:

Trauma informed training

Anti-racist training

Awareness and identification of exploitation

Mentors in Violence Prevention,

Understanding Inequalities

Understanding the Public Health approach to violence

[Tendering Opportunities - West Midlands Violence Reduction Partnership (westmidlands-vrp.org)](https://westmidlands-vrp.org/working-for-us/tendering-opportunities/)

**Project Context:**

The West Midlands Violence Reduction Partnership has prioritised ‘Youth Voice’ as a theme for collective focus, in particular having appropriate and accessible mechanisms in place for young people to directly and indirectly engage with the whole VRP in order to develop ongoing, sustainable, meaningful and effective relationships with young people across the region.

**Current Services:**

Aspire 4 u have been working with the VRP to develop youth engagement frameworks and mechanisms since 2020 and have supported the VRP’s direct and indirect engagement with young people on a number of topics as well as support the further development of our engagement strategy. We are now in a position where we want to build on this work and continue developing opportunities for young people to directly influence our work to ensure that our priorities and work has as broader reach as possible, working with our partners to develop meaningful engagement and collaboration with young people.

**Vision for new Commissioned Services:**

The VRP are seeking to commission a credible youth services provider with a track record of working directly with young people to support the continued development of a West Midlands Violence Reduction Partnership (VRP) Youth Assembly. The provider will lead, facilitate and provide on-going support to the VRP in the regional development of a Youth Assembly.

**Service Requirements:**

The Youth Assembly should provide:

* **A regular and consistent space to listen and be creative and for young people to exchange ideas across the region**
* **An opportunity to connect young people’s voices with those in power/positions of influence**
* **An opportunity for young people to be systems advisors/insight researchers**
* **Opportunities for young people to lead on thematic pieces of work**

Consideration should be given to the ways in which the Youth Assembly is able to consistently and systematically connect with the local VRP youth engagement mechanisms and forums; how it would link with the VRU Regional Strategic Board and the Communications and Engagement Sub-Group; and how we ensure that the offer is appropriate and attracts a range of young people from diverse backgrounds.

The Youth Assembly would beregional in scope with young people drawn from and closely connected to the local youth engagement structures/mechanisms which are in place. All local areas will have different platforms for engagement, led by different sectors and it is important that these are understood and recognised as part of an overall regional network.

This specification for services is split into two key inter-connected themes of work: Specific youth engagement capacity and wider support and consultancy linked to youth engagement.

1. **Specific Youth Engagement Capacity:**

The Provider would be required to unlock a specific and dedicated capacity into the VRP. It is envisaged that this would be a person with expertise and knowledge on engaging with young people, and who can develop regional links with providers and professionals who engage young people across a variety of settings.

This post could be perfect for a person who is interested in violence reduction, youth engagement/participation, with an ambition to work in communications/media and could take the form of a recent graduate. We would want someone who is relatable to other young people and has a good understanding of social media and digital solutions.

This role will need to be directly employed by the provider or have a clear and demonstrable connection to the provider. Employment and HR responsibilities would be retained by the provider however they would also have a direct relationship with the VRP Faith and Communities lead and have a visible presence and role in the VRP.

The role will be embedded within the VRP for a fixed period (until 31 March 2023).

The post will map existing regional providers and professionals that engage young people and create Social Action Campaigns and regular engagement opportunities for young people. The post would be required to work effectively with existing key regional Youth Forums to develop a series of engagement opportunities that align to these structures.

The VRP is opting for this model in recognition of the time pressures associated with direct recruitment. In addition, the VRP is keen to support and provide opportunities for young people in the region.

The VRP also recognises the added value of connectivity to a 3rd sector provider and the additional resources and expertise this unlocks.

Upon grant award, the VRP is keen to work through logistics around this arrangement, however having a person-in scope and able to function as a specific point of contact as soon as possible is a key requirement for potential providers.

1. **Overarching support and consultancy in regards development of the Youth Assembly:**

The VRP recognises the reach and expertise that exists within the 3rd sector re engaging with young people from a diverse range of backgrounds. The provider is expected to support and hold responsibility for the development of the Youth Assembly. Key deliverables include:

1. Facilitate regular and consistent conversations/events/engagement opportunities which brings together young people with a range of partner organisations to discuss key themes relating to violence prevention and reduction. This should be via diverse means, i.e. Pod-casting, video-calls, social media, face to face, etc.
2. Provide insight and expertise re creative ways to engage young people, in recognition that attendance at/engagement with a formal group/structure may not appeal to all of those young people in scope for the Youth Assembly due to perceptions of formality, authority, inability to engage due to digital poverty.
3. Recruit a pool of young people that are representative of the diversity of the West Midlands. Crucially, this Youth Assembly must provide the VRP with a mechanism to engage with and listen to those young people most likely to be/affected by youth violence.
4. Work with the VRP to provide added value in regards to supporting the development and training of young people involved, and the professionals that lead young people’s forums. This could either be costed into the service specification or come in the form of match contributions and/or facilitation and direction to external opportunities; Community Champions Scheme, shadowing opportunities, facilitating direct access to leadership and training opportunities, Including adoption of regional models for accreditation, participation and/or leadership.
5. Organisation and facilitation of a Youth Summit towards the end of the project.

**Outputs and Outcomes/Impact**

The provider will report progress on:

* Regional Engagement – young people and organisations
* Number of young people actively engaged
* Impact made to those in power/positions of influence
* Progress on thematic projects
* Number of young people trained / engaged in training professionals
* Development of Youth Summit

**Performance Monitoring**

The provider will be expected to report to the VRP Faith and Communities Lead on a bi-weekly/monthly/quarterly basis to discuss progress of the above outputs and outcomes of the Youth Assembly . A final report to be submitted at the end of the project.

**Investment over the course of the project and payment terms:**

The total grant value of this service is up to **£30,000** depending on the scale of service provided. Providers are asked to consider how efficiencies could be generated in the delivery of this project. Payment Terms are quarterly in arrears dependent on satisfactory performance monitoring.

**Timeline and key milestones:**

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| **Milestone** | **Description** | **Dates** |
| Deadline for Application submission  | Submissions to be emailed to nadyia.hussain@westmidlands.police.uk and vrp@westmidlands.police.uk | 5pm on Wednesday 20th September 2022 |
| Grant award | Implementation of project plans | September 2022 |
| Recruitment of YA lead/Navigator | Drawing from local youth forums and via education/existing provider links  | Aug/Sept onwards |
| Induction/On-boarding of YA Lead | Recruitment and induction into VRP | Oct 2022 |
| Developing Programme of work | Agreement on structure, frequency and type of connectivity  | Oct 2022 |
| Mapping of existing youth forums across regions  | Alignment with Navigators, Sports, STG , PCC , WMP , | Oct- March 2023  |
| Review of plan across VRP Thematic areas and existing groups/forums | Mapping key dates, cross cutting areas, engagement opps within existing forums to ensure maximised engagement across region  | Oct – Nov 2022 |
| Tasking and co-production of social action campaigns | Social Action Campaigns to be mobilised to relaunch the narrative of young people across the region. Reclaim the positivity of being a young person from the region | Dec – March 2023 |
| On-going engagement opportunities | Horizon scanning for on-going engagement opportunities, ad-hoc emerging topics of note | Up to March 2023 |
| End of year Youth Summit | To be co-created with young people and agencies most involved in VRP subject matters | Jan onwards |
| Review/insight analysis | Drawing out distance travelled, journey , forward planning and consideration of how best to present . | Jan-March |
| Project End |  | 31 March 2022 |

**Funding opportunities Essential Criteria**

The Commissioner/VRP is a supporter of the Real Living Wage. All recipients of grants must pay, as a minimum, the real living wage to all its (or their, as applicable) employees, staff or contract workers.

Depending upon the nature of the project, grant recipients must be able to demonstrate that various policies are in place. These may include:

* An equality and diversity policy
* Data Protection policy
* Child Safeguarding policy
* Vulnerable Adults Safeguarding policy
* In relation to Safeguarding, DBS checks must be produced if and when requested by the OPCC.
* Recipients must keep all invoices, receipts, accounts and any other relevant documents or materials of any kind or format which relate to the funding and submit these on request.
* Recipients will be expected to report back to the OPCC on expenditure of the funds and delivery of the project/s when requested.
* Grants can only be spent on the items and activity which have been agreed from the bid and subsequent grant conditions agreement.

For further information visit [Funding Opportunities Essential Criteria - West Midlands Police & Crime Commissioner (westmidlands-pcc.gov.uk)](https://www.westmidlands-pcc.gov.uk/funding-opportunities/funding-opportunities-essential-criteria/)