

Invitation to Quote

**Understanding the need for and the way we
provide Mental Health support to Young People
and their families in Ashfield**

**Closing Date:
5pm on Monday 8th Jan**

activepartnerstrust.org.uk



Date 22/12/2023

Active Partners Trust is seeking to appoint an organisation or individual from 15th Jan 2023

1. About Active Partners Trust

Being physically active is good for us, for society, health, and even for the economy. There's no doubt about that. But how do we get people moving more? That's a bit trickier, and the need varies from place to place, programme to programme, and person to person.

As one of 43 Active Partnerships (APs) across England, Active Partners Trust, working in Derbyshire and Notts, teams up with local councils, community groups, businesses, healthcare organisations, charities and more to find out what's needed. That means asking questions, making suggestions, sharing our knowledge, finding the right partners, and spotting opportunities, all to make movement part of everyday life. Because when we all work together, we can better understand, reach, and support the people who need it most.

Making our Move - [Our shared vision for Uniting the Movement in Notts and Derbyshire](#) is a new plan to guide our and partners' work over the next 10 years - where we work and how we work.



Our values and behaviours define us as an organisation - they are who we are and what we stand for.

Our values

Make a Difference. We seek to positively make a difference through movement, physical activity and sport. We add value through insight and learning, influencing relationships, strengthening our networks and connections and embedding what works well.

Integrity. We will act with integrity in all that we do, being open, honest and trusted. Encouraging this culture with others.

Collaborate. We commit to collaborate, giving time and space to develop relationships, to listen, to reflect and to build shared purpose. We take collective responsibility and learn together to inform our work.

Inclusive. We ensure we are inclusive in everything we do. We are open-minded and equitable, encouraging others to reflect on how they think and act. We are a committed ally to inclusion.

Passionate. We believe in what we do. We are energetic, curious and aspire to think creatively. We are bold in our thinking, not afraid to try new things.

Our behaviours

We will

- Seek to understand and add value
- Be open and honest
- Be mindful of others and show emotional intelligence
- Lead by example, adapting our style as required
- Take collective responsibility and be accountable for our actions
- Give time and space to developing relationships
- Be open-minded and equitable
- Commit to being an ally of inclusion
- Be willing to learn and grow
- Believe in what we do
- Bring energy, curiosity and courage to our work
- Positively and professionally challenge views

2. Background to this work

- Ashfield LDT agreed that the focus for the next 100+ days would be 'Mental Health'
- Initial discussions narrowed the focus point down to Children and Young People (CYP) with data backing this up
- As a group we agreed that we needed to further narrow down the focus point and ensure that we had heard the voices of communities and organisations across Ashfield who already engage CYP to give us further insight
- A smaller sub group was formed to explore the issue and what is needed. The group comprises of representatives from Ashfield District Council, Active Notts, Notts County Council, Muddled Minds, the Children Society, Street Games, Outwood Academy, Ashfield School, Steet Games, PCN and PBP representatives.
- The purpose of the meeting was to further understand what the need is 'locally' from local organisations if we are really going to support children and YP to have better Mental Health outcomes and emotional resilience.
- It was recognised at the meeting that it is the responsibility of all partners to work better together to provide the right "web of support" for some of our most vulnerable families, children and young peoples and help them have a brighter future.
- The importance to understand the voice of children, young people and their families as part of this process was highlighted and recognised.

3. Scope, outputs and timescales

We are looking for an individual or organization to lead what we are calling the Understand and Discover phase of this work.

During this phase we want to learn how a consortium of partners, can best work together to:-

- *Support community provision and school staff to have the skills, confidence and ongoing support needed to help YP develop good Emotional Resilience and Mental health.*
- *Identify local YP and families that would most benefit from high intensity interventions in the future.*
- *Identify what customised interventions/ support for a young person and their context might look and feel like and understand the challenges currently in place offering this to them.*
- *Ensure a 'joined-up' approach between home, services, school and community*

Through this work and process we hope to have -

- Learnt how to best gather insight to inform services and provision
- Upskilled local professionals in how to capture genuine insight and have a different conversation around Mental Health
- Created a sustainable toolkit of resources to help organisations capture insight from children, families and professionals
- Given identified Young People new skills and confidence to improve their emotional resilience.
- Established an effective consortium of partners who will work in true collaboration to support the Mental Health of local CYP and their families.
- Identified what is preventing the change needed in the way services are commissioned and how to start to address it
- Constantly been nudging thinking and sharing information and insight that is being found to help professionals in the wider system, removed from the work, informed and ready for next phase of the work
- Confirmed that the 10 core principles we believe CYP need for good Emotional Wellbeing and Mental Health are right.
 1. At least one trusted consistent adult who they know cares about them and who helps them through life
 2. Support which recognises their whole lives: at home, at school and in the community
 3. Support with the basics of food, clothes, transport and housing
 4. Access to a range of activities that offer fun and excitement
 5. Opportunities to practise problem-solving in different situations
 6. Places and spaces where they feel safe and can be themselves
 7. Support to understand and manage their feelings
 8. A chance to find things they are good at and that make them feel proud of themselves
 9. Opportunities to help other people
 10. A sense of hope and ambitions for the future

Key deliverable actions-

Upskill and support identified staff/ parents/ Young people to be insight gatherers (i.e. how to have meaningful conversations, how to use the activities and tools, how to capture what they are hearing) Total of up-to 30 young people from 2x primary and 1 x secondary schools, 6-8 staff members trained and then analysis findings from 80- 100 YP.

Deliver the photo voice workshop for 3 groups of YP and 3 staff at Outwood Academy. Support staff to deliver the programme, deliver follow up sessions/ interviews with 18 YP. Pulling together findings from the conversations together and help the YP showcase what they have shared.

Train targeted professionals and support 1-1 targeted conversations with “too anxious for school kids” and their parents and capture what heard.
Attend the CYP network meeting in Jan to facilitate and listen/ capture what is being discussed/ run a session with the professionals in the room.
Interview key professionals to understand the challenge from their perspective (e.g. Dr Pashad, MH commissioner from PH, CAMHS)
Pull together and analyse what is being captured/ seen and heard into a report for discussion at a visioning day
Plan and lead the a visioning session at the end of April along with other partners to bring the work to life and start the process of change

Time frames - From Jan -April

4. Progress Updates

Monitoring	Timescales
Progress Updates	Weekly teams call with lead partners Ongoing capture being shared in a useful format to help nudge change as we go along
Review of progress	The end of each project key action feed back and report how it has gone, what has been learnt. Capturing in a format that is usable to influence change

5. Contract details

This contract will be with Active Partners Trust.

The successful organisation or individual will report and be accountable to Helen Davis and will be responsible for the successful delivery of the key tasks as outlined in section three.

The term of this contract shall be from the day of commencement as soon as possible following appointment. The initial contract will be for 4 months with a formal review by end of May 2024. Thereafter it is possible the contract may be extended for a further year depending on need, budget and performance.

6. The fee

Please provide costings for this work. This may exclude any essential travel allowance and expenses. Business miles are paid at 45p per mile.

This work will not exceed £11,500 (inclusive of VAT and expenses).

7. Quotation submission

Quotations should be submitted by 5pm on the 8th Jan, via email to helen.davis@activenotts.org.uk

Submitted quotes should include the following:

- CV and/or covering letter which summarises the skills and experience relevant to the project scope and assessment criteria
- A clear proposal for how the work would be carried out
- An indication of the average number of working days/hours per month
- Anticipated start date and completion dates for relevant phases of the work
- A schedule of costs and services
- Any further information which may support the proposal

8. Assessment Criteria

The quotation will be assessed against the following criteria:

Evidence of knowledge, expertise and experience in this kind of field

Suitability of the proposed approach

Evidence of capacity to undertake the work within the defined budget and timescale

Value for money

Availability

Active Partners Trust reserves the right to shortlist quotations based on the criteria above and undertake follow-on interviews with shortlisted candidates.

Interviews, if required, will take place from a selected shortlist on week commencing 8/1/24. The successful organisation or individual will look to start as soon as possible thereafter.

If interviews are not required, the successful individual/organisation will be notified by email by 9/1/24

Any request for feedback should be made to helen.davis@activenotts.org.uk

End

**Helen Davis
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