

## **The City of Edinburgh Council – No One Left Behind (NOLB) Stage 1 Provision Grants Programme**

The City of Edinburgh Council (Business Growth and Inclusion) would like to invite applications for organisations to deliver our No-one Left Behind (NOLB) programme of grant-funded Stage 1 provision in Edinburgh.

### **1. Invite for applications**

Applications are invited for provision of services in relation to the NOLB funding stream. Applicants are asked to apply to deliver services for the NOLB Stage 1 Provision, which replaces the current Activity Agreement hubs in Edinburgh. This provision will run from April 2024 – March 2027, subject to Scottish Government funding.

Organisations can make several applications to deliver activity in any of the seven clusters (see clusters in Section 3), but each application should detail delivery in one cluster only.

All applications should make reference to the Strategic Skills Pipeline, the Scottish Government's 'No One Left Behind All Age Employability Service - Best Practice' document and Capital City Partnership's 'Grant Management Guide 2023'.

**Applications should be emailed to [contracts@capitalcitypartnership.org](mailto:contracts@capitalcitypartnership.org). The deadline is NOON, Friday 8<sup>th</sup> September 2023. Late submissions will not be accepted.**

### **2. Background**

Scottish Government funded Stage 1 employability provision has been delivered in the City of Edinburgh Council area for a number of years. Since 2019, the funding for this support came under the banner of No One Left Behind, with 2019/20 being treated as a transition year prior to the first phase of the NOLB transition.

Currently known as Activity Agreements, provision is delivered across the City in five areas: City Centre; North East; North West; South East and South West. Dedicated staff work with each young person to agree a bespoke package of activity to encourage and support them in taking the next step towards a positive destination.

City of Edinburgh Council have undertaken significant co-production activities to inform the grant making process which will replace the current Activity Agreement programme. This process was overseen by a NOLB Review Group made up of senior officers from The City of Edinburgh Council departments including: Business Growth and Inclusion; Procurement; Communities and Families; Housing and Homelessness; as well as members of the Local Employability Partnership (LEP) including: Skills Development Scotland (SDS), Edinburgh Voluntary Organisations' Council (EVOC), Developing Young Workforce (DYW), Edinburgh Health and Social Care Partnership and Capital City Partnership (CCP).

Broadly summarised, stakeholders (employability providers, partners and users of the services) have told us:

### **Client Group**

- Stage 1 provision should be aimed at those aged 16-19 (or up to 26 for care-experienced young people or young people with a disability) leaving school and not moving into a positive destination (employment, further education or training).
- There should also be a focus on those residing within Scottish Index of Multiple Deprivation (SIMD) decile 1 and 2, but young people from all areas should also be able to access support.

### **Priorities**

- Early engagement with those at risk of no positive destination, linking with schools and The City of Edinburgh Council core NOLB team.
- Assessment of young people alongside partners to ensure service is reaching those most in need.
- Clients having a “keyworker” as a single point of contact who can be relied on.
- Initial action planning and regular review is essential – aspirational approach.

### **Delivery**

- Person centred, trauma informed approach to delivery.
- Mental health support alignment will be crucial to ensuring sustained engagement.
- Provision should be no more than a short bus journey away from the participant, with specific outreach into community premises aligning to The City of Edinburgh Council's 20-minute neighbourhood ambition.
- Core staff team within The City of Edinburgh Council is central to delivery process through maintaining relationships with referral sources including schools and wider City of Edinburgh services, for the smooth engagement and transition of young people.
- The expectation is that significant amounts of 1-to-1 work will be required for this client group, including home visits and community outreach.
- Activities for this service should include: vocational training, work experience/placements, life skills, budgeting, employer talks/visits and other opportunities aimed at improving young people's potential of moving into employment, training or further education.
- Key relationships should be established with Third Sector delivery partners, youth work, Local Area Co-ordinator teams within the City of Edinburgh Council and Community Mental Health organisations.
- Maximum engagement length of 12 months for each young person, subject to annual review.
- All young people supported by this programme will be able to access Education Maintenance Allowance (EMA) if they meet eligibility criteria.

### **3. Service Requirements**

The NOLB Review Group were presented with the key findings from the co-production and agreed the requirements and delivery model for the service. The group recommended key priority areas for support, and this recommendation was ratified at the [Housing, Homelessness and Fair Work Committee on 8<sup>th</sup> August 2023](#).

The focus of NOLB Stage 1 Provision should be delivery of services at the earliest stage of the pipeline for clients aged 16-19 (or up to 26 for care experienced young people or young people with a disability). This provision should be an intervention for the city's most vulnerable young people who have left school without a positive destination. Likely outcomes will be progression along the pipeline, support to enter education or training or progression to employment. All provision should be client focused.

Bidders are asked to submit applications for the delivery of NOLB Stage 1 provision. Applications should be for activity in one cluster only and should an organisation wish to deliver in more than one location, multiple applications will be required.

Delivery should be targeted, with the following schools making up each cluster:

- Cluster 1– Gorgie Mills; James Gillespie's; St Thomas Acquin's; Tynecastle; Broughmuir
- Cluster 2– Craigmoynton; Queensferry; Royal High School
- Cluster 3– Craigmount; Forrester; St Augustine's
- Cluster 4– Firhill; WHEC; Currie; Woodland
- Cluster 5– Gracemount; Liberton; Howdenhall; Kaimes
- Cluster 6– Castlebrae; Portobello; Holyrood
- Cluster 7– Leith; Trinity; Drummond; Broughton; Pilrig Park

The total available fund is £300,000 per annum (split equally between each area), meaning the amount awarded for each cluster will be £43,000 per annum, subject to budget availability. Grants will be awarded for a period of three years.

Partnership bids are welcomed; however a lead partner should complete Part A of the application form. Applicants are advised to consider sustainability of funding after the three-year period (subject to Scottish Government funding), as there can be no certainty of continuation of funding.

Projects should demonstrate knowledge of the Joined up for Jobs (JUfJ) network in Edinburgh and an ability to work with providers to support clients to progress to other funded provision when ready.

#### **4. KPIs**

Projects should demonstrate understanding of the Milestones and Outcomes outlined in the NOLB Best Practice Guide, as well as the outcomes and progressions definitions in the CCP Grant Management Guide 2023. Projects should indicate how they will support clients to achieve these.

Bidders will be expected to engage with a minimum number of clients as outlined below. Bidders will also be expected to provide evidence on how engagement targets will be met, and the annual outcomes/progressions expected for clients - to ensure annual caseloads are maintained at the below volumes in their applications:

<b>New engagements per annum</b>	<b>Individuals supported per annum</b>
20	25

## 5. Compliance and Monitoring

Providers must ensure all activity in relation to client engagement is recorded and tracked by their staff teams on the management information system (Helix), in line with NOLB requirements. This system will also be used to sign-post clients to services within the Strategic Skills Pipeline and to receive referrals from other providers.

Compliance with monitoring systems will be required. This includes facilitating annual visits for audit monitoring by a dedicated contract manager from Capital City Partnership (The City of Edinburgh Council's monitoring arm), use of the management information system Helix, as well as the submission of quarterly qualitative reports.

## 6. Next Steps

After the deadline for submissions, applications will be reviewed and scored by the NOLB Review Group, with a consensus reached by the group on the which applications should be recommended for funding.

Recommendations will then be presented to Housing, Homeless and Fair Work Committee in December 2023. Once committee ratifies recommendations, a three-month transition period with successful providers which will take place. This will include support with monitoring and compliance, relationship building with key partners and transition of clients between new and old services for those still in need of support.

Approved bidders will be expected to commence with service delivery from 1<sup>st</sup> April 2024 until 31<sup>st</sup> March 2027, subject to funding and performance.

## Appendices

1. CEC NOLB Stage 1 Grant Application Form
2. CEC NOLB Stage 1 Grant Application Scoring and Selection Criteria
3. City of Edinburgh Council Standard Conditions of Grant
4. Edinburgh's Strategic Skills Pipeline
5. No One Left Behind All Age Employability Service - Best Practice
6. City of Edinburgh Council Business Plan 2023-2027
7. Grant Management Guide 2023
8. Edinburgh by Numbers 2022