

INVITATION TO TENDER
SHROPSHIRE HILLS AONB PARTNERSHIP



SHROPSHIRE HILLS YOUNG RANGERS:
Brief for support and facilitation of the Shropshire Hills
Youth Voice for Nature leadership working group

18/03/21

Shropshire Hills AONB Partnership
Unit 9 Drovers House, The Auction Yard, Craven Arms, SY7 9BZ

Contact: Joe Penfold, Young Rangers Project Officer
e: joe.penfold@shropshire.gov.uk
t: 01743 250629

1. Shropshire Hills Young Rangers - Project Summary

Shropshire Hills Young Rangers is a new partnership project between the Shropshire Hills AONB Partnership and the South Shropshire Youth Forum (SSYF). The project is funded by the National Lottery Heritage Fund (NLHF) until Summer 2023.

The project will develop young people's emotional connection with the special landscape of the AONB by fostering involvement in, and care for its environment and heritage.

'Young Rangers', the overarching project, has two main strands:

Young Rangers (targeting 12-16 year olds) – Four Young Ranger groups are currently being set up in four geographical catchments within the Shropshire Hills AONB designation. Engaging at least 100 young people over the lifetime of the project, Young Rangers involves a range of practical project work to develop skills and confidence in the outdoors whilst conserving and enhancing the AONB landscape. Projects range from habitat creation and countryside management work, through to the development of outdoor skills, including bushcraft, orienteering and wildlife surveying. For the young people involved, projects culminate in achievement and recognition via the John Muir Award, an accessible framework designed to inspire young people's discovery and conservation of natural heritage.

Shropshire Hills – Youth Voice for Nature (targeting 17-21 year olds) – complementing this is the Youth Voice for Nature. As the title suggests, the aim is to provide a voice for young people to highlight environmental concerns and those that resonate with them and their experience. Nature recovery and climate change represent wide-ranging challenges for young people and may indeed form a centre point that they would like to explore, via a series of



facilitated sessions and leadership group work. Our aim is that the programme will lead to real, tangible outcomes for the young people concerned, for their personal development (increased confidence, skills, career prospects); for the AONB landscape and environment (via a local campaign(s) and/or a local project(s) of their choosing); and for AONB governance (by creating pathways for greater local influence and representation of young people). The AONB Partnership is made up of 36 members including representatives from Councils, conservation bodies and community groups. It therefore offers access for a youth voice into a wide range of decision makers and can give young people an insight into many different organisations at once. The Partnership is also part of a strong national network of protected landscapes as well as the Europarc Federation internationally. There is considerable activity on engagement around the Climate and Ecological Emergency in these organisations and we are keen to enable young people locally to participate in and benefit from these networks where possible.

We are therefore seeking an experienced and suitably qualified consultant to facilitate, guide and mentor young people on this journey, and to inspire a Youth Voice for Nature.

2. Objectives and target audience

The main objective of the contract is to work with the Young Rangers Project Officer in developing and delivering a **young people's leadership group**, comprising at least 10 young people aged 17-21 whom the consultant will work directly with, via facilitated group sessions. We have named the project the 'Shropshire Hills Youth Voice for Nature' but other alternative titles may be explored that have meaning for, and attract the interest of young people.

Our audience may include:

- previous Young Rangers, or those who bridge the age gap between the two strands of the Young Rangers project during its lifetime (2020-23) - those who see the Youth Voice for Nature as a progression route and means to continued involvement and personal development
- young people who are signposted or referred to the Young Rangers Project Officer by partner organisations, including youth agencies, conservation organisations and health and social care
- under-graduates or recent graduates who are actively seeking volunteering opportunities to enhance career prospects, for example, by developing transferable skills especially campaigning, leadership or project management skills, as well as direct involvement with an environmental organisation

There is potential for the work to involve AONB Partnership members and staff, wider partners and stakeholders, for example, those whom the Young Rangers Project Officer has been consulting with including Shropshire Climate Action Partnership and Shropshire Wildlife Trust. Both organisations have young people's programmes with complementary aims.



3. Consultant role

As mentioned above, the consultant role will involve facilitation and support for the development and delivery of a young person's working group.

Key duties include:

- Organising and co-hosting a project launch/engagement event, with support from the Young Rangers Project Officer. This will be aimed at the target audience and themed in such a way as to motivate and generate interest.
- Facilitating a series of sessions with the group (anticipated monthly sessions over 24 months), linking to the work of the AONB staff team and Partnership;
- Facilitating the development of a young person led project or media campaign relevant to the AONB and its designation/current work of the Partnership and team - some initial ideas might include a project or campaign around nature recovery planning, reaching net zero for the AONB or a campaign/project around a specific issue or habitat that is important within the AONB landscape. The important element being that the idea is developed and delivered by the young people with the support of the AONB Partnership;
- Supporting a 'co-creative' approach with the AONB Partnership in developing their project/campaign and publicising/demonstrating it to wider stakeholders and public/community
- Input to an Evaluation of the Young Persons Leadership initiative and recommendations for continuing a leadership initiative for the AONB Partnership. An evaluation consultant will be commissioned under a separate contract.

With ongoing Covid-restrictions a flexible planning and delivery approach is needed, for example, by exploring viability of video conferencing and/or public open events in line with government guidelines, and above all, in consultation with the young people themselves.

It is expected that there will be a close working relationship with the AONB Young Rangers Project Officer, and the chosen consultant/contractor should maintain regular dialogue during the commission. The Young Rangers Project Officer will for example take the lead on recruiting young people on to the programme, including development of promotion and publicity materials.

The area location and focus for the work is the Shropshire Hills Area of Outstanding Natural Beauty covering roughly the south-west quarter of Shropshire (a map of the AONB is available at <http://www.shropshirehillsaonb.co.uk/a-special-place/map/>). Those young people who live outside of the AONB designated area, for example who live in Shrewsbury or neighbouring towns, are welcome to take part.



4. Skills Required

The consultant is required to have a proven track record in working closely with young people, facilitating their engagement and involvement, and working with young people to develop projects/campaigns, ideally on an environmental theme. Additionally, we expect candidates to have generic skills/qualifications to deliver the work, such as:

- Sound organisational skills
- Good reporting and communication skills
- Appropriate safeguarding knowledge/experience of working with young people, and appropriate enhanced DBS in place.

5. Funding and resources

The budget for this work is a maximum of £7,200 exc. VAT. Payment will be made as per an agreed payment schedule, with the final payment on completion of the contract.

The contract is supported by an additional budget for promotion of the leadership programme, refreshments for sessions, transport and for materials and resources to support the group including for example a PR/media campaign that the group would like to progress. As mentioned above, an evaluation consultant will be commissioned to lead on this aspect of the work.

6. Outputs

The following outline timetable is provided for the work. This will be discussed and confirmed at inception.

Milestone	Target date
Inception meeting/briefing	5 th May '21
Initial launch/consultation event	w/b 31st May '21
Leadership programme promoted and young leaders recruited	June '21
Leadership sessions delivered (24 monthly sessions)	Jul '21-Jun'23
Leadership activity/campaign/project initiated and developed with the group and partners	Winter '21
Leadership activity/campaign/project completed	Spring '23
Evaluation completed with recommendations for continuing a youth involvement and leadership programme for the AONB Partnership	May '23
Contract completion	June '23



7. Response to Tender

A written response is required outlining how the work would be delivered within the available budget. A detailed break-down of costs is required including day rates and numbers of days worked. Relevant previous experience and qualifications of the individual/team working on the contract should also be provided.

The proposal should be sent by email to Joe Penfold joe.penfold@shropshire.gov.uk by **Friday 9th April**. The proposal should not exceed 10 pages of A4 (including background information).

Candidates will be notified of the outcome of proposals by email or phone on, or before **Tuesday 20th April**. If successful, an appointment will be made to organise project inception. In certain circumstances we may wish to conduct a telephone/online interview/discussion with one or more potential contractors, before deciding who to appoint.

8. Selection of consultants

The consultant/contractor is requested to provide a breakdown of their fee proposal.

When assessing proposals, the Young Rangers project team will be looking in particular for:

- A sound appreciation of the brief, the rationale underlying it and the means of achieving it
- A comprehensive and realistic approach to delivering the brief, including timescales and content
- Specific knowledge, skills and experience relevant to the contract
- Daily rate
- No. of days allocated to each task, appropriate spread of days across tasks
- Value for money

Price will be a material factor, but the ability of the consultant to meet the brief and demonstrate value for money will carry an equal weighting. The Young Rangers project delivery team reserve the right to reject the proposal if they are not satisfied with the content.

9. Terms and conditions

Shropshire Council is the accountable body for the AONB Partnership and will be the commissioning agent for the work. The consultant will be appointed on a fixed price basis and will need to comply with the Shropshire Council General Terms and Conditions, attached.

The contract will include all preparation time, research, consultation with partner organisations, travel and any report writing such as evaluation.



10. Available guidance and further information

Background information on the AONB Partnership and its work is available on the AONB website, at <http://www.shropshirehillsaonb.co.uk>

For more information on Shropshire Hills Young Rangers, visit:

<https://www.shropshirehillsaonb.co.uk/our-work/projects/working-with-young-people>

And for any queries about the tender, please contact Joe Penfold via the contact details above.

