



Invitation To Tender

Slough's Cultural Education Partnership invites individuals or organisations to apply to help the LCEP develop its role supporting positive outcomes for children and young people.

Background to the consortium

Slough's Local Cultural Education Partnership (LCEP) is a consortium of cultural, health, children's service and education organisations. Our aim is to create an evidence-based strategy, supported by funding, that will shape the future of arts and cultural provision for children and young people in Slough, increasing access, ensuring high quality and supporting their health, social and economic needs. To do this we need to ensure the consortium is sustainable and that we are supporting targets around [Arts Mark](#) and [Arts Award](#).

Slough is just one of the Cultural Education Partnerships in the South East supported by Artswork, the Arts Council England Bridge organisation.

More information about Cultural Education Partnerships can be found here:

<http://www.artscouncil.org.uk/children-and-young-people/working-partnership>

The Slough CEP is led by [The Langley Academy Trust](#) and is supported with investment from [Artswork](#) the SE Bridge.

You can read more about Artswork and the CEPs in the South East region here:

<https://artswork.org.uk/resources/cultural-education-partnerships/>

Metropolitan Thames Valley Housing Association supports the Slough LCEP. You can read more about TVHA here:

<https://www.tvha.co.uk/>

Members of Slough's CEP include:

Artswork

Creative Junction

East Berkshire College

HOME Slough

Metropolitan Thames Valley Housing Association

Slough Borough Council including Public Health and Libraries & Culture Service, including The Curve

Slough Museum

Slough Music Education Service

The Art Excite CIC

YES consortium (A consortium of Slough-based providers led by Aik Saath, Resource Productions and SWIPE)

Background to the project

Slough is a town of innovation and change. Thanks to The Curve, Slough's multi-use cultural hub housing Slough central library, Community Learning & Skills and with a performance venue and gallery, and HOME SLOUGH, our Creative People and Places initiative, there is growing interest in and enthusiasm for culture and the arts. This raises opportunities and challenges for the LCEP. The Langley Academy Trust, the current LCEP lead, is not necessarily the best fit as a management organization to take forward the LCEP within Slough's expanding cultural landscape. The *Better Lives Through Culture* fund offers possibilities to shape provision for our children and young people and we want the LCEP to be in the best position to apply for this grant. See <https://artswork.org.uk/news/better-lives-through-culture-partnership-investment-fund/>

What is being commissioned

The consortium wants to ensure the Slough LCEP will thrive in the current and future circumstances and environment that make up the Slough arts and culture scene. We want to ensure that the LCEP can develop its role as a voice for positive outcomes for children and young people through arts and cultural participation. We want to apply to *Better Lives Through Culture* with a strong organisational structure and match funding.

We are looking for a consultant to review the current landscape and make recommendations for a sustainable management model and business plan. With *Better Lives Through Culture* in mind, recommendations will include options to:

1. Create a strong management structure that can drive forward positive outcomes for children and young people through culture and the arts
2. Review the current governance model and make recommendations around appropriate future models, either continuing with a lead partner, developing as a CiC or partnering with another local CEP, (Reading LCEP being our nearest neighbour and most aligned in terms of its demographics).
3. Create strong links to HOME SLOUGH, ensuring there is space for the needs of children and young people and growing outcome-focused participation.
4. Build on the strong relationship with Slough Borough Council, ensuring Libraries & Culture and Youth Services are represented.

5. Build on the partnership with the Langley Academy Trust to engage children and young people within formal education settings.
6. Respond to the forthcoming Cultural (Arts) Strategy for Slough and the opportunities to develop a greater voice for children & young people through this
7. Build on partnerships with wider sector stakeholders, including housing, health, adult and children's services to ensure the LCEP supports meaningful outcomes for children and young people.
8. Develop the LCEP's profile with funders, including other Slough Borough Council services such as Town Centre Team & Safer Partnerships, Children's Trust; Education, Communities & Leisure; Metropolitan Thames Valley Housing Association; Public Health and the CCG and local sponsors, regional and national grant-givers and governing bodies. This could include generating match funding for a *Better Lives Through Culture* application.

Deliverables

The deliverables for this project are:

- A LCEP Business Plan presented to the Steering Group and the wider LCEP consortium. This should contain a review of the current structure and recommendations for future management and if relevant, governance models.
- Following from recommendations, consultant to develop funding proposals for the *Better Lives Through Culture* application.
- Following from recommendations, if moving towards a CiC model or a wider Slough Cultural Trust, the Consultant to work with LCEP to outline new governance material.

Quality Assurance

- To review at least 3 potential new structures / governance and partnerships models and provide a SWOT analysis for each.
- Based on the above, make recommendations for the best option/s for consideration by the consortium to enable the LCEP to make a step change in its ability to continue and to develop
- Consider the current lead partner role, management effectiveness and available human resources and make recommendations based on the outcome of the above for managing the LCEP going forward.
- The LCEP Business plan will contain next steps for the partnership with at least five potential funders.
- Business plan to contain at least 5 recommendations that will strengthen the CEP network.
- Consultant to have spoken to at least 12 CEP partners / potential partners.

- Recommendations to include review of the CEP's governance documentation: Partnership agreement and Terms of Reference.

Tender value

Up to £8000 all-inclusive of expenses and VAT (if applicable)

Please provide a breakdown of your tender budget as a daily rate and indicative number of days for the work.

Indicative timetable

- Application deadline: 19th July 2019
- Consultant agreed: 26th July 2019
- Tender start: 3rd September 2019 at latest. Recommended start in August depending on availability.
- Initial Review to LCEP: Week commencing 30th September 2019
- Business Plan to LCEP: Week commencing 4th November 2019
- Match funding in place for application to *Better Lives Through Culture* submitted by CEP January 2020
- New governance material finalised, depending on recommendations: March 2020
- Evaluation conducted: Sept 2020
- Final report to CEP board: Oct 2020

Milestones and indicative budget

We will make payments at agreed milestones, provided you have met agreed conditions at each point. This is likely to be:

- 50% at the start of the project, with **an agreed project initiation document**
- Further 40% on milestones agreed during Project Initiation process.
- Final 10% on receipt of the **final report**, in line with requirements in this document.

Applicants must have their own public liability cover (min £5m); be GDPR compliant under the Data Protection Act 2018, and have policies in place for Safeguarding and Health & Safety as a minimum.

How to apply

To apply please email your proposal covering the all of the above points to:

Jenny Blay, Head of Museum Learning, The Langley Academy

Jenny.Blay@langleyacademy.org

The Langley Academy Trust, as an education setting, uses a spam filter with a very high setting, so if you do not receive a confirmation of receipt email from Jenny please contact her to confirm the application has arrived.

If you would like further information about this Invitation to tender, please email Jenny or call using the number below.

Tel: 01753 214471

The closing date is **19 July 2019**

[Selection process](#)

Proposals will be assessed by a sub-group of the consortium consisting of only those who have declared they are not going to apply for any tender in this phase. The sub-group will assess proposals the week commencing the 22 July 2019. The assessment will include a test for value for money.