

**Fife Community Mental Health and Wellbeing Supports and Services Framework**

**Brief for Commissioned Service:**

**‘WELLBEING IN FIFE’**

**for the period April 2024 to March 2026**

**All applications should be sent to** [**gail.mcleod@fife.gov.uk**](mailto:gail.mcleod@fife.gov.uk)**.**

**Closing date for applications: 26th January 2024**

1. **Introduction & Background**

This document outlines the requirements for service delivery in relation to the Community Mental Health and Wellbeing Support and Services Framework’s ‘Wellbeing in Fife’ service.

The service is described in three regards, all of which relate to a Fife wide service. It is anticipated that the service provider will prioritise Part A and B of this service brief, Part C will be planned collaboratively with the Community Mental Health and Wellbeing Strategic Oversite Group.

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| Part A: | To lead and deliver a Fife wideprovision of short term 1:1 targeted support for up to 10 sessions for children and young people aged 5-24 (26 if care experienced) to support their mental health. |
| Part B: | Provide a provision of targeted group work for parents and carers and their families to develop knowledge and confidence in supporting the emotional wellbeing of their child or young person. |
| Part C: | To lead and deliver training and development sessions to partners agencies who work with young people aged 5-26 to develop the capacity of their workforce to support young people’s mental health and emotional wellbeing. |

The kind of support described in this brief sit at the additional level of the GIRFEC continuum of support and is in addition to what can be provided through universal services.

The commissioned service/s is expected to work effectively with all relevant strategic and operational partners in daily practice and through the Community Mental Health Framework and Our Minds Matter Steering groups.

The commissioned organisation must deliver all parts of this service brief

**2. Legislation and Guidance**

The following key national and local legislation and guidance inform this brief.

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**Community Mental Health and Wellbeing Support and Service Framework** Key messages within the document are:

1. Community supports should be targeted at young people aged 5-24 (up to 26 if care experienced) and their families.
2. Every child and young person in Scotland should be able to access local community services which support and improve their mental health and emotional wellbeing
3. Every child and young person and their families or carers will get the help they need, when they need it, from people with the right knowledge, skills and experience to support them. This will be available in the form of easily accessible support close to their home, education, employment, or community.
4. Services should be easily available at the heart of community settings
5. Support should be available out-with the hours of 9-3 pm, Monday to Friday
6. These services should meet a higher level of additional needs than might be met through universal community provisions (e.g. youth groups)

[Community Mental Health and Wellbeing Support and Services Framework](https://www.gov.scot/publications/community-mental-health-wellbeing-supports-services-framework/)

**Scottish Government’s Mental Health Strategy 2017-2027:** Key messages within the document are

1. Mental Health Conditions must be treated with the same significance as Physical Health Problems
2. Sets the term ‘Mental Health’ within a continuum which ranges from emotional wellbeing such as happiness and sadness to acute suffering, distress and disturbance.
3. Situates suffering and distress within a wider social context and explains that the prevalence is likely to be higher in population groups who have experienced vulnerabilities including trauma, adverse childhood experiences and substance use.
4. A key ambition within the strategy document is that ‘*Every child & young person to have appropriate access to emotional and mental health wellbeing support in school*’.

[Mental Health Strategy 2017-2027 - gov.scot (www.gov.scot)](https://www.gov.scot/publications/mental-health-strategy-2017-2027/)

**Scottish Government’s Getting It Right for Every Child (GIRFEC) National policy commitment**

Providing all children, young people in Scotland and their families with the right support at the right time. GIRFEC provides a consistent framework and shared language for promoting, supporting, and safeguarding the wellbeing of children and young people. It is locally embedded and positively embraced by organisations, services and practitioners across Children’s Services Planning Partnerships, with a focus on changing culture, systems and practice for the benefit of babies, infants, children, young people and their families. Using the GIRFEC principles, the approach to considering children’s wellbeing should be rights-based, strengths-based, holistic and adaptable enough to take account of stage of development and the complexity of each child or young person’s individual life circumstances. Practitioners and organisations should consider each of the eight wellbeing indicators (SHANARRI) in collaboration, with children, young people and their family.

[Getting it right for every child (GIRFEC) - gov.scot (www.gov.scot)](https://www.gov.scot/policies/girfec/)

**Fife’s Our Minds Matter Framework**

Since its introduction in 2017, Fife’s ‘Our Minds Matter’ Framework has served as a reference for everyone in Fife who supports young people’s emotional wellbeing, founded on the following key principles:

* + Recognition that children and young people need support from the broad pastoral care around them, though nurturing approaches, and a means of identifying and providing additional support if they experience difficulties.
  + Emotional wellbeing does not sit separately to general health and wellbeing and must be seen in the context of wider needs. It is recognised that young people face many challenges growing up, and caution should be exercised in labelling these as ‘mental illness’ diagnoses or medicalising the normal growing up process.
  + Responsibility for children and young people’s health lies with the wide range of supporters around them – families, friends, and professionals.
  + The focus is on strengthening provision at the Universal and Additional stages of support, to reduce the instances of young people’s needs escalating to a more intensive level.

A copy of the Our Minds Matter framework is provided along with this brief. Please note this is currently under review.

**3. The Service Model**

**Total Funding per annum: 350,000**

**Part A:**

**To lead and deliver a Fife wide provision of short term 1:1 targeted support for up to 10 sessions for children and young people aged 5-24 (26 if care experienced) to support their mental health.**

How will this be delivered?

The service provider will deliver one-to-one therapeutic interventions for children and young people aged 5-24 (26 if care experienced).

Support with be tailored for the child or young person to meet their individual needs, which will be reflected in the child or young person’s personal support plan.

All Therapeutic interventions will be undertaken by suitably qualified Mental Health Practitioner. CYP will be offered one to one support for up to 10 sessions. The regularity of these sessions will be determined by the young person (e.g. weekly, fortnightly).

Should a child or young person be assessed as needing a longer-term therapeutic intervention, they should be signposted to the ‘Keeping Connected’ service or other relevant supports.

Referrals into this service will be accepted from the GP’s, CAMHS Early Intervention Service, OMM Community Partners, School Counselling Service, School Nursing and the Family Engagement Team or Social Work Team referred through the Child Wellbeing Pathway.

This service will also be open to self-referral for children, young people and their families.

Where appropriate whole family support may be offered to support positive relationships around the young person.

The service provider should maintain a high level of partnership working with the OMM community partners, school counselling service, health, and education and children's services working collaboratively to enable the most effective and appropriate level of support to be delivered to the young person at any given time to achieve the best possible outcomes.

This service must have the capability of providing recognised and effective suicide interventions as well as providing structured suicide safety planning. Collaborative working with CAMHS will be required when considering issues such as substance use, self-harm, depression and trauma with a clear escalation pathway and shared risk assessment.

**Part B:**

**Provide a provision of targeted group work for parents and carers and their families to develop knowledge and confidence in supporting the emotional wellbeing of their child or young person.**

How will this be delivered?

The commissioned service will design and deliver targeted workshops to groups of parents and carers to develop their capacity in supporting their child or young person’s emotional wellbeing at home.

The provider will offer workshops to the children and young people of these parents and carers, focussed on emotional wellbeing activities that complement each session that their parents or carers are engaged in to improve the whole families approach to positive mental health. These sessions will be delivered at the same time to support parents and carers where childcare needs may be a barrier to accessing support.

**Part C:**

**To lead professional development sessions to partner agencies who work with young people aged 5-26 to develop the capacity of their workforce to support young people’s mental health and emotional wellbeing.**

How will this be delivered?

The service provider will design workshops on a variety of mental health topics and deliver these to groups of practitioners at professional development events coordinated by the Community Mental Health and Wellbeing Steering Group.

These sessions will be aligned to, Fife’s Health and Wellbeing Strategy and the Community Mental Health and Wellbeing Strategic Oversite Groups action plan and will be led by data and feedback from CYP and their families.

**4. Outcomes**

The service provider must deliver on all the identified outcomes:

* Increased opportunities for person centered 1:1 therapeutic interventions for children and young people and their families.
* Increased capacity of parents/carers in supporting the emotional needs of their children and young people
* Improved mental health and emotional wellbeing of children and young people
* Increased support for mental and emotional distress and wellbeing
* Improved resilience – personal capacity of children/young people to resolve difficulties and problems
* Improved early intervention and signposting to appropriate mental health and wellbeing supports and services for children and young people

**5. Eligibility and criteria:**

For Part A and B:

The service will be delivered Fife wide to young people aged 5 to 24 (26 if care experienced) and their families where a need has been identified to support the mental health and wellbeing of the child or young person.

**6. Risk Management**

Appropriate plans for the provision of continuous professional development must be in place.

Practitioners must be, or must become, familiar with relevant legislation and procedures, including informed consent about information sharing, confidentiality and Child Protection.

* In line with the Equality Act, we require that this service ensures that it is accessible to all young people, including those with additional support needs and where English is not their first language.

This service must have the capability of providing recognised and effective suicide interventions as well as providing structured suicide safety planning.

**7. Recording, Monitoring and Evaluation**

Performance will be evaluated and reported on an ongoing basis, through the provision of the following content:

*Quarterly:*

Submission of qualitative and quantitative data, evidencing impacts in relation to core outcomes as per Service Level Agreement.

To include 2 qualitative case-studies in June and December, evidencing impact of the service.

*Three Times Yearly (January, May and September):*

Report into the Community Framework Strategic Oversite Group on progress of provision, including quantitative and qualitative data, gaps in provisions and opportunities.

**8. Budget**

The funding for this project will be in place for a short, fixed-term period between April 2024 and March 2026. **Total funding is £350,000 per annum**. This budget includes all management, employment, administration and overhead costs and service delivery costs.

**9. Service Bids**

Please note that as well as outlining the details of their model, services will be required to stipulate the following information in their bids:

1. How many total hours the service will provide per annum for direct support with young people.
2. Transport arrangements for young people and travel time arrangements for staff.
3. Their supervision model and its associated costs.
4. Qualifications of Service Deliverers.
5. Administration and management costs within each year.

Bids should also detail the policy frameworks the organisation will require to manage risk within the project, examples include

1. Operational policy reflecting equalities legislation
2. Staff absence and management policy
3. Recruitment policies and procedures
4. Procedure for lone working and working in service users’ homes;
5. Use of Volunteers
6. Risk assessment and management
7. Dealing with accident and incidents
8. Safe Management of Distress Related Behaviours
9. Protection of vulnerable groups including both an Adult and Child Protection policy
10. Confidentiality policy
11. Training and staff development
12. Job descriptions and details of duties
13. References and enhanced disclosure check for staff
14. Procedures for the supervision, appraisal and disciplinary of staff

*The funding of the service will be subject to compliance with Fife Council's Monitoring and Evaluation Framework which requires that all funding awards are reviewed on an annual basis as part of the council's on-going commitment to ensure that organisations are meeting the terms of their Service Level Agreement. A Link officer will be appointed to work closely with the organisation if the organisation does not already have an appointed Link Officer.*

**10. Commissioning timeline**

Closing Date for application: **26th January 2024**

Panel meeting: **8th February 2024**

Service Provision start date: **1st April 2024**

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