



St
Basils
Works with young people

Invitation to Tender

**St Basils Live and Work
Accommodation Evaluation**

1. Introduction

St Basil's is a leading Youth Homelessness Charity, leading a range of innovative housing solutions for 16-25 year olds across the West Midlands.

Since 2014, St Basils has been developing a model of Live and Work accommodation to support young people to transition into employment from homelessness. This model has been so successful at the regional level that it has begun to gain national interest. St Basil's has engaged with research partners throughout the evolution of Live and Work to provide the strong evidence base needed to attract more investment and build a case for national development.

The last evaluation of the model was in 2017 and showcased the return on investment possible to the local economy from a supportive approach to Live and Work Accommodation. We believe Live and Work makes a viable contribution to address multiple homelessness challenges, contributing to an inclusive progression model which integrates the 2 critical protection factors of a home and a job, reducing pressure on public service budgets and creating inter-generational working patterns.

In 2025, we approach 10 years of operating Live and Work accommodation. This length of time allows us to now seek to evaluate the wider, long term social and personal impact of operating a model of this nature at scale, looking at the outcomes that have been achieved by those young people that have transitioned through this model.

St Basils is a relatively small charity that punches above its weight. We have managed to develop national interest in the roll out of Live and Work and have influenced the development of rent and benefit models to support the transition process.

St Basil's now seeks a suitably qualified evaluation partner to support us in building the longitudinal evidence base of the outcomes that we have delivered in partnership with young people, to fully elevate the model on the national stage.

2. Tender Brief & Deliverables

2.1 Purpose of the Evaluation:

The evaluation will serve to:

- a) Assess the effectiveness of the live and work model in improving the quality of life for young people who have been homeless or at risk of homelessness.
- b) Quantify the economic benefits to both the individuals, the public purse and the broader community.
- c) Identify strengths and areas for improvement in the model to promote its replication nationally across the UK.
- d) Provide evidence-based recommendations for stakeholders, policymakers, and potential funders.

3. Methodology

Consultants are asked to outline their methodology for addressing the areas of

evaluation outlined above. This will need to include the active participation and feedback of young people involved in the scheme as a key principle.

4. Deliverables

Consultants are asked to deliver the following key deliverables.

- a) A comprehensive report detailing findings, including quantitative data, qualitative insights, and case studies of individual experiences.
- b) Policy brief highlighting key recommendations for national implementation and scaling of the live and work model.
- c) Presentation of findings to stakeholders, including local authorities, funders, and potential partners.

5. Evaluation Criteria and Scoring Matrix

All proposals will be evaluated against the criteria below. The total maximum score is 100 points. Proposals must demonstrate clear, relevant, and evidenced responses to each criterion.

Criteria	Weighting	Description
Methodology & Approach	25%	Quality, rigour, and feasibility of the proposed evaluation design and methods. Must include a clear plan for collecting and analysing both quantitative and qualitative data. Strong emphasis will be placed on ethical engagement and co-production with young people.
Understanding of the Brief and Context	20%	Demonstrates a deep understanding of St Basil's Live and Work model, the evaluation aims, and the wider youth homelessness and employment policy environment, including consideration of the diversity of the geographical areas covered.
Experience and Track Record	15%	Relevant experience of the organisation and key personnel in delivering comparable evaluations, particularly involving youth-focused, longitudinal, or housing-related projects.

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Youth Participation and Safeguarding	10%	Evidence of meaningful engagement of young people as participants or co-researchers. Straightforward safeguarding approach aligned with UK statutory requirements.
Value for Money	20%	Cost-effectiveness of the proposal in relation to the quality of the offer. Budget breakdown must demonstrate efficient use of resources, including fair day rates and realistic time allocations.
Presentation and Communication	5%	Clarity, structure, and accessibility of the written proposal, including the ability to translate findings into practical outputs for diverse stakeholders (e.g. policy brief, presentations).
References and Testimonials	5%	Quality and relevance of referees provided, demonstrating previous successful delivery of similar work.

6. Scoring Key

Each criterion will be scored on a scale of 0 to 5, using the following scale:

Score Description

0	No evidence or fails to meet the minimum requirement
1	Very limited or poor evidence; serious weaknesses
2	Limited evidence; some important weaknesses
3	Good standard; meets requirements with minor weaknesses
4	Very good; meets and, in some areas, exceeds requirements
5	Excellent; fully meets and significantly exceeds requirements with no weaknesses

7. Tender Process and Timeline

St Basils is conducting this tender under a single-stage competitive process. Interested suppliers are invited to submit a written proposal according to the instructions provided in this ITT.

All proposals will be evaluated against the criteria set out in Section 3.0.

Following evaluation, St Basil's may invite the highest scoring bidder(s) to a clarification meeting (if required), prior to final award.

St Basils reserves the right:

- Not to award the contract,
- To award only part of the contract,
- Or to withdraw this tender at any time.

8. Clarifications

Tenderers may submit clarification questions no later than 5 pm Monday, 11th August 2025.

Clarification questions must be sent to the same email address above. Answers to any questions received will be anonymised and shared with all potential bidders to ensure fairness and transparency.

9. Key dates

Milestone	Date
ITT issued	28th July 2025
Deadline for clarification questions	11th August 2025
Responses to clarifications issued	15th August 2025
Tender submission deadline	25th August 2025
Evaluation period	1st September 2025
Clarification interviews	8th September 2025
Contract award notification	12th September 2025
Anticipated project start	22nd September 2025
Final deliverables submitted	24th November 2025

Please note that these dates are indicative and may be subject to change. Tenderers will be notified of any changes as early as possible.

10. Contract Terms Summary

The contract awarded through this tender will be subject to the following key terms and conditions. A complete contract document will be issued to the successful

tenderer upon award.

11. Contracting Authority

The contracting authority is:

St Basils

Heath Mill Lane, Deritend, Birmingham
B9 4AX

Company Registration No: 01332762

Registered Charity No: 1080154

12. Contract Value and Payment

- The contract value will be based on the successful tendered budget, subject to St Basils' internal approval processes and available funding.
- Payment will be made in arrears against agreed milestones and on receipt of a valid invoice.
- St Basils operates a 30-day payment term policy from date of invoice.
- VAT should be shown separately where applicable.

13. Contract Duration

- The contract will commence on or around 22nd September 2025
- The contract will run until the final approved deliverables are submitted and accepted, which is expected to be by 5 pm on the 24th November 2025

- Any extension beyond this period will be subject to mutual agreement and written confirmation.

14. Intellectual Property (IP) Rights

- All outputs, including reports, case studies, data, and presentations, produced under this contract will remain the intellectual property of St Basils.
- The contractor may reference the project in promotional material with prior written permission.

15. Data Protection and Confidentiality

- The contractor must comply with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and St Basils' own data protection policies.
- Any personal or sensitive data must be handled, stored, and destroyed in line with legal and ethical standards.
- A Data Processing Agreement (DPA) may be required where personal data is collected.

16. Safeguarding and DBS Requirements

- The contractor must have an up-to-date safeguarding policy and appropriate

staff training in place.

- Any staff engaging directly with young people must hold a current enhanced DBS certificate.
- St Basils reserves the right to request sight of policies and evidence of compliance.

17. Insurance Requirements

The contractor must maintain the following minimum levels of insurance throughout the contract:

- Public Liability Insurance: £5 million
- Professional Indemnity Insurance: £1 million
- Employers' Liability Insurance: £5 million (if applicable)

Evidence of insurance must be provided before contract award.

18. Termination Clause

St Basils reserves the right to terminate the contract with immediate effect in the event of:

- Material breach of contract;
- Failure to meet agreed milestones or quality standards;
- Reputational damage or breach of safeguarding obligations.

A minimum notice period of 14 days will

apply in all other circumstances unless otherwise agreed.

19. Conflict of Interest and Non-Collusion

Tenderers must disclose any actual or potential conflicts of interest as part of their submission. A declaration of non-collusion must also be signed and submitted as part of the tender pack.

20. Compliance Requirements

All tenderers must meet the following minimum compliance standards for their submission to be considered. Failure to provide the requested documentation or meet these requirements may result in disqualification from the procurement process.

20. Mandatory Requirements

Tenderers must provide evidence of the following with their submission:

Requirement	Evidence to Submit
Safeguarding Policy	A copy of your current safeguarding policy and evidence of relevant staff training
Data Protection Compliance	Confirmation of compliance with UK GDPR and Data Protection Act 2018, and, where applicable, provision of a draft Data Processing Agreement (DPA)
Insurance Cover	Copies of current insurance certificates confirming minimum cover: <ul style="list-style-type: none"> • Public Liability (£5 million) • Professional Indemnity (£1 million) • Employers' Liability (£5 million) if applicable
Health and Safety Policy	Current health and safety policy statement or procedure
Equality, Diversity and Inclusion (EDI)	A copy of your EDI policy or a signed statement confirming your commitment to EDI principles and inclusive engagement
Declaration of Conflict of Interest	A signed declaration confirming no known conflicts of interest, or details where applicable (template to be provided)
Declaration of Non-Collusion	A signed declaration confirming that the proposal has been prepared independently (template to be provided)
Company Registration	Company or charity number, legal status, and registered address
References	Two references from organisations where similar work has been delivered in the past 3 years

22. Additional Compliance Expectations

In addition to the above, the successful provider must:

- Abide by St Basil's organisational policies when working on-site or interacting with staff and young people, including safeguarding, confidentiality, EDI and lone working.
- Conduct any fieldwork, interviews, or case studies involving young people in a trauma-informed and ethical manner, with appropriate consent procedures in place.
- Maintain accurate records of activities and retain data in line with the agreed evaluation protocol and retention schedule.
- Notify St Basil's immediately of any safeguarding concerns, legal proceedings, or changes in circumstances that could impact delivery.

23. Verification and Due Diligence

St Basils reserves the right to:

- Conduct background checks on any named individuals involved in the delivery of the contract.
- Verify the accuracy of any documentation submitted.
- Reject submissions that are incomplete, misleading, or non-compliant with these requirements.

24. Instructions to Tenderers

Please submit your full proposal, including all supporting documentation, via email to:

[**tenders@stbasils.org.uk**](mailto:tenders@stbasils.org.uk)

With the subject line:

"St Basils Live and Work Evaluation – Tender Submission [Your Organisation Name]"

- Your submission must include:
- Completed proposal, with all requested sections
- Budget breakdown
- Project timeline
- CVs of key staff
- Two relevant organisational references
- Confirmation of required insurances, policies, and declarations

Submissions should be provided in PDF format. The maximum file size is 20MB. You may submit supporting documentation in separate files if needed.



Appendix 1

Background to the Model

A Housing Offer which enables young people to live, work, earn and learn.

With youth unemployment at 14.3% compared to 4.6% for the general population (February- April 2025) ¹, never has it been more important to provide a housing offer which enables young people to live, work, earn and learn. Particularly when the current system often penalises those young people claiming benefits whilst finding a job. ²

For young people who can remain safely in a family home, they are more likely to be able to live, work or study and be benefit free. For those with access to 'bank of mum and dad,' that can enable them to take up apprenticeships and save deposits for rent or purchase. For young people who are not able to draw on such support, their options are more limited, particularly when it comes to work.

Young people's Universal Credit is currently

below the official destitution level ³ and their housing support entitlement in the private rented sector is limited. Although supported housing can provide high quality accommodation and essential support, demand outstrips supply and triple navigation of UC/HB and work can cause disincentives and potentially debt. Young people are often not a priority for social housing, and they are left with high rents and little to no support.

St Basils' Live and Work model has tested a ground-breaking approach to providing accommodation which underpins young people's entry into and sustainment of employment.

The objective of the scheme was to provide young people, who have been homeless or at risk of homelessness, with safe, affordable accommodation without recourse to the benefit system, and a route into employment via an apprenticeship. Four bedroomed furnished flats akin to student accommodation provided 32 opportunities for young apprentices to pay their rent through their earned income. A priority was to set rents below benefit triggers so that young people were able to live, work and be benefit free.



The scheme has received national recognition, winning the 'Outstanding Contribution to Homelessness' category in the [National Housing Awards 2018](#) and 'Homelessness Partnership of the Year' in the **2020 UK National Housing Awards** and is a Finalist in the **National Housing Awards 2024**.

From St Basils' perspective, the scheme extended our options for young people without family support, enabling them to benefit from similar opportunities to their contemporaries, who do have such support. From our partner, Sandwell and West Birmingham NHS Trust's perspective, as an employer and community investor, the scheme has contributed to achievement of a younger and more diverse workforce. It has also supported staff development in understanding what relational skills are required to achieve inclusion.

Over 230 young people have lived in the scheme since it opened in 2015, all overcoming difficult starts, some with multiple needs and all with the trauma of the underlying issues which led to homelessness. All have worked and paid their rent through their earned income. None have returned to homelessness. Young people have moved on when they felt ready and could afford to, securing private rented options with friends and co-workers, without dependence on the social housing sector.

An independent evaluation of the scheme in 2017 showed the significant savings to the public purse over time: £14 return to the public purse for every £1 invested over 10 years. 4

Thanks to the achievements of the young people, continuing support of Sandwell and West Birmingham NHS Trust and funding from Homes England, Sandwell Council, and our charitable partners including Landaid and their Midlands Members, we managed to secure £3.4million of funding to develop a second phase, an ambitious Youth Village, utilising a further three blocks of former Health workers' accommodation for conversion to 54 self-contained apartments for young workers.

The scheme provides self-contained accommodation at truly affordable rents for young people who have experienced homelessness but have secured or sustained employment.

Providing a safe, affordable home which enables young people to live, work, earn and learn is what we want for all those we care about. This scheme and the partners who have made this possible, illustrates what can be achieved when we come together and use our collective will, skill and resources, to fulfil a universal family role.



We believe the model can be replicated by others with similar motivation. We have secured funding and recently completed a scheme providing 80 units of Live and Work accommodation in Birmingham City Centre which will be available to let from July 2025. There is significant interest from many quarters around the country for this and similar Stepping Stone models. Centrepont's Independent Living Model and YMCA's Y-Living are based on similar principles. Local Authorities across the West Midlands are exploring opportunities and the model is included in a number of housing strategies. The West Midlands Combined Authority (WMCA) have secured a pilot to extend the model across the West Midlands as part of their Trailblazer Devolution Deal.

St Basils and Centrepont supported by National Housing Federation have secured an amendment put forward by MHCLG to ensure that this model of 'stepping stone' accommodation is not compromised as a result of the Renters Rights Bill. We believe that with minor amendment to the Bill, it will be protected.

Our collective aspiration is that this Stepping Stone model is included as part of a national Youth Housing offer which provides a progression pathway for young people without family resources, including care experienced young people and contributes to Ending Youth Homelessness.

1. <https://researchbriefings.files.parliament.uk/documents/SN05871/SN05871.pdf>
2. <https://stbasils.org.uk/living-or-surviving/>
3. <https://www.jrf.org.uk/report/destitution-uk-2020>
4. <https://stbasils.org.uk/wp-content/uploads/2018/07/Live-and-Work-Scheme-Review-and-Evaluation-Report-Final-Oct-2017..pdf>

Appendix 2

Live and Work Scheme review and Evaluation Report, October 2017 **1**

1. <https://stbasils.org.uk/wp-content/uploads/2025/07/Live-and-Work-Scheme-Review-and-Evaluation-Report-Final-Oct-2017..pdf>