

YMCA HUMBER

Organisational Safeguarding Review

Issued: 14th October 2025

Deadline for Submissions: **Friday 31st October 2025**

Introduction

YMCA Humber invites expressions of interest from suitably qualified individuals or organisations to undertake a comprehensive **Organisational Safeguarding Review**. This is a standard review conducted at least every three years to ensure YMCA Humber remains compliant, safe, and continuously improving in its safeguarding responsibilities.

About YMCA Humber

YMCA Humber is a charitable organisation based in North East Lincolnshire that supports young people and the wider community through housing, training, and wellbeing services. As an Ofsted-registered charity, YMCA Humber provides safe spaces and accommodation for individuals needing additional support.

Our mission is to help individuals build a better future through secure accommodation, personal development opportunities, and programmes that promote both mental and physical wellbeing. We operate a wide range of community initiatives, youth projects, and social enterprises aimed at reducing inequality and fostering inclusion across the Humber region.

Scope of Work (The Brief)

We are seeking to commission an independent and suitably qualified reviewer (or team) to conduct a full organisational safeguarding review. The review must encompass all levels of the organisation and produce a comprehensive report with recommendations and an action plan.

Key Elements of the Review Include:

Preparation

- Remote planning and review of key organisational documents including safeguarding policies.

On-Site Review

- Initial briefing session with the Senior Management Team (SMT).
- One-on-one interviews with relevant SMT members regarding their roles and responsibilities in safeguarding.
- Review of safeguarding processes and recording systems.
- In-depth review of randomly selected safeguarding concerns/referrals.
- Meetings with a cross-section of frontline staff selected at random.
- Review of Board accountabilities and actions related to safeguarding oversight.
- Analysis of safeguarding-related data collection, reporting, and response mechanisms.
- Evaluation of the organisation's safeguarding culture, leadership, and compliance.

Follow-Up

- Produce a written report and action plan with clear recommendations for improvement.
- Attend an implementation meeting and facilitate a practical working session with key leaders to discuss findings and agree next steps.

Submission Requirements

Expressions of interest should include the following:

- **Biography of Reviewer / Team**
Detailing relevant qualifications, experience, and prior similar work.
- **Proposed Methodology and Schedule**
Including timelines for document review, site visits, interviews, and report delivery.
- **Price Proposal**
Inclusive of all costs (fees, travel, expenses, VAT, etc.).

Evaluation Criteria

Submissions will be assessed based on the following criteria:

Criterion	Weighting
Relevant Experience & Qualifications	30%
Methodology & Approach	30%
Understanding of Safeguarding & Regulatory Framework	20%
Value for Money	20%

Timeframe

- **Deadline for Expressions of Interest:**
Friday 31st October 2025
- **Notification to Successful Applicant:**
Monday 10th November 2025
- **Project Completion (Indicative):**
To be agreed with the successful applicant.

Submission Details

All expressions of interest should be submitted via email to:

Ceinwen Fews

Email: ceinwen.fews@ymca-humber.com

Subject Line: **Safeguarding Review Tender Submission – [Your Organisation Name]**

Terms and Conditions

- YMCA Humber reserves the right not to accept any submission or to cancel the tender process at any stage.
- All submitted documentation will be treated in confidence.
- By submitting, applicants confirm they are free of any conflict of interest.
- Shortlisted applicants may be invited for interview or to provide further information.