

**ORIGINATOR: POLICY OFFICER (LH)**

**DECISION NO.**

32-2017

**REASON FOR SUBMISSION:**

**FOR DECISION**

**SUBMITTED TO:**

**POLICE AND CRIME COMMISSIONER**

**SUBJECT:**

**AWARD OF GRANT: LIGHTHOUSE WOMEN'S AID -  
WOMEN'S CENTRE**

**SUMMARY:**

1. In accordance with the provisions in the Anti-Social Behaviour, Crime and Policing Act 2014 the Police and Crime Commissioner can commission services that:
  - a) secure, or contribute to securing, crime and disorder reduction in Suffolk;
  - b) are intended to help victims or witnesses of, or other persons affected by, offences and anti-social behaviour

In applying this provision, the PCC will ensure that the services are commissioned are consistent with the Suffolk Police and Crime Plan 2017–2021.

2. This report recommends the award of a grant to Lighthouse Women's Aid for £60,000 to support the operation of the Women's Centre for the period 1 January 2018 to 31 December 2018.
3. The proposed grant will support delivery of the Police and Crime Plan through providing a high quality service to victims of domestic violence and abuse.

**RECOMMENDATION:**

1. That the PCC approves a grant of £60,000 to Lighthouse Women's Aid to support the operation of the Women's Centre for the period 1 January 2018 to 31 December 2018.

**APPROVAL BY THE POLICE AND CRIME COMMISSIONER**

**Signature**

*Tim Parmanore*

**Date**

*13<sup>th</sup> December  
2017*

## **DETAIL OF THE SUBMISSION**

### **1 INTRODUCTION**

- 1.1 In accordance with the provisions in the Anti-Social Behaviour, Crime and Policing Act 2014 Police and Crime Commissioners can commission services that:
- a) secure, or contribute to securing, crime and disorder reduction in Suffolk;
  - b) are intended to help victims or witnesses of, or other persons affected by, offences and anti-social behaviour.
- 1.2 In applying this provision, the PCC will ensure that the services commissioned are also consistent with the Suffolk Police and Crime Plan 2017–2021.
- 1.3 This report seeks approval to award a grant of £60,000 to Lighthouse Women’s Aid to support the operation of the Women’s Centre for the period 1 January 2018 to 31 December 2018.

### **2 POLICE AND CRIME PLAN OBJECTIVES**

- 2.1 Following the issue of the Police and Crime Plan 2017-2021 work has been on-going to deliver against the Police and Crime Plan.
- 2.2 The PCC has engaged extensively to pursue the ambitions set out within the Police and Crime Plan, including the provision of high quality services to victims and vulnerable people.
- 2.3 The PCC is committed to commissioning services that help victims cope and recover. The proposed grant is intended to support the delivery of specialist services for victims affected by domestic abuse in Suffolk.

### **3 LIGHTHOUSE WOMEN’S AID AND THE WOMEN’S CENTRE**

- 3.1 Lighthouse Women’s Aid is a Suffolk based charitable organisation delivering specialist services to women and their children affected by domestic abuse in their personal or family relationships.
- 3.2 Lighthouse Women’s Aid works with some of the most vulnerable people in the community to build trust and confidence, educate and help them understand how to protect themselves and their children, and empower them to have safer, healthier futures with the knowledge and confidence to report to and work with the Police to increase conviction rates and achieve positive outcomes within the judicial system.
- 3.3 The Women’s Centre has been open for five years and predominantly supports women and their children in Ipswich and the surrounding area but receives referrals from all over the county. The Centre is managed by staff and volunteers and received funding largely from the Big Lottery Fund.
- 3.4 Lighthouse Women’s Aid report that demand at the Centre has increased year on year and over 1,000 different people accessed services between April 2016 and March 2017, an increase of 243 on the previous year. Further data and feedback from clients is provided in Appendix A.
- 3.5 The Centre provides:
- A physical location where women can walk through a door and get face to face, immediate support.

- A one stop shop providing advice, support and a range of programmes for women and children affected by domestic abuse.
- Information and support for self-referrals or referrals from other agencies e.g. Police, Social Care, GPs etc.
- Activities and programmes including: Advice/Drop in; Open Café; free legal advice from local Solicitors; Freedom Programme , Who's in Charge (child to parent abuse- delivered in partnership with Ipswich Borough Council); Healthy Relationships (in partnership with the Terence Higgins Trust); Money Advice (in partnership with Ipswich Housing Action Group, a local homelessness charity); Self Esteem; Peer Support Group from ex-service users supporting new service users; and Stronger Families (programme for mums and children).
- Support to women attending court and understand the criminal justice process.
- Opportunities to work in partnership with other agencies including partnering other agencies in delivering programmes (as above) and holding open days to raise awareness of domestic abuse and the services available from the Centre.

#### **4 OUTPUTS/OUTCOMES**

- 4.1 The grant award will be made on the basis that financial data and monitoring information will be supplied to enable the PCC to develop an understanding of demand and impact of the grant. An interim report will be submitted to the PCC by 10 August 2018 and a final report provided by 31 March 2019.
- 4.2 The intended outputs and outcomes Lighthouse Women's Aid will report on are set out below and will be measured using data and service user feedback and satisfaction.

##### Outputs:

- Number of victims supported by the Centre overall (and of those, how many supported via each activity/programme).
- Profile of victims (gender/ethnicity/sexual orientation/age/geography).
- Extension of geographical provision.
- Number of victims who had not presented to the police at engagement and number supported to report to the police following engagement.
- Numbers of referrals from other agencies, and breakdown by agency, and the number of self-referrals.
- Numbers of referrals and signposting to other agencies, and which agencies.
- Number of safeguarding referrals (women/children).
- Proportion of clients/victims who have presented previously (i.e. repeat users).
- Number of volunteer hours delivered.
- Details of work with other partners to deliver services.

##### Outcomes:

- Client satisfaction with the services and programmes.
- Client 'distance travelled' to indicate how the service has helped the victim to cope and recover:

## **5 SERVICE, FINANCIAL AND OTHER IMPLICATIONS**

- 5.1 The overall cost of running the Women's Centre is in excess of £200,000. Funding for the Women's Centre has been provided from Big Lottery and this continues until December 2017. Lighthouse Women's Aid has secured an extension from the Big Lottery fund for £63,500 for the period January to December 2018, match funding the proposed grant from the PCC.
- 5.2 The overall running costs of the Centre (excluding the mortgage) includes the cost of employing the Centre Manager, Project Workers, Sessional Workers, Volunteer Co-ordinator, administration, training, telephones, monitoring, database, utilities, volunteer expenses, health and safety and insurance.
- 5.3 The proposed grant from the PCC of £60,000 will contribute specifically to:
- |   |         |
|---|---------|
| - Women's Centre Manager (salary, NI & pension) | £32,108 |
| - Project Worker (salary, NI & pension)         | £25,527 |
| - Evaluation (database and administration)      | £2,355  |
- 5.4 This is a one off award for the period stated. Any future applications for funding will be considered in the light of the outcomes of this grant award, of any other funding received from the OPCC and on the basis of the level of funding awarded by the Ministry of Justice for the provision of victims' services.
- 5.5 Full conditions of award are set out at Appendix B to this paper.

## **6 RISKS**


- 6.1 There are no risks flowing from the consideration of this report.
- 6.2 An assessment of risk in delivery of the service has been undertaken. This assessment has considered the value of the grant sought, the duration of delivery and the grant recipient's history of delivery and ability to deliver. The monitoring arrangements outlined in the conditions of award reflect the fact that Lighthouse Women's Aid has previously provided satisfactory monitoring information to the PCC. Should there be any risk to the service being delivered the grant recipient is required to notify the PCC.

## **7 RECOMMENDATIONS**

- 7.1 It is recommended that the PCC approves a grant of £60,000 to Lighthouse Women's Aid to support the operation of the Women's Centre for the period 1 January 2018 to 31 December 2018.

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>PLEASE STATE 'YES' OR 'NO'</b>
Has legal advice been sought on this submission?	YES
Has the PCC's Chief Finance Officer been consulted?	YES
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	YES
Have human resource implications been considered?	YES
Is the recommendation consistent with the objectives in the Police and Crime Plan?	YES
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	YES
Has communications advice been sought on areas of likely media interest and how they might be managed?	YES
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	YES
Have all relevant ethical factors been taken into consideration in developing this submission?	YES

#### **APPROVAL TO SUBMIT TO THE DECISION-MAKER**

<b>Chief Executive</b>	
I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the Police and Crime Commissioner.	
Signature: 	Date <i>13 December 2017</i>

## Data provided by Lighthouse Women's Aid

Between 1<sup>st</sup> April 2016 and August 2017, 841 women have reported that they have had contact with the Police regarding Domestic Violence / Domestic Abuse and a further 310 were supported to refer to the Police. Often staff will arrange for the Police to come to Centre to take statements as women feel it is less 'official' than going to the Police Station and don't want the Police to be seen at their home.

During this period 136 women completed and fed back on the Freedom Programme. Of these, 91% experienced positive change in Understanding the pattern behind abusive behaviour. 85.9% said they felt more empowered and 81.6 % said they felt more confident in their ability to make informed choices.

In the same period 54 women completed and fed back on the Self Esteem Programme. Of these 90.7% reported a positive change in their self-esteem and 88.5% felt they were more assertive.

Some comments about what they learnt from the Freedom Programme Self Esteem courses:

*Week 1: I would like to gain a better understanding of why people are abusive – and hopefully I will gain more confidence.*

*Week 6: I've already told my friends about the course*

*Week 11: I have learnt that it is ok to be me – it's ok to love myself. Care and respect myself.*

*"I have learned what an unhealthy relationship is and the programme has made me more confident to make better choices for me and my children to have a happy, healthier and safe future"*

*"I have learnt a great deal and it's given me more confidence which is helping me deal with Social Services, my parents and a court case fighting to get my son back... But I've gained some confidence and self-esteem that I didn't have before I started on this course"*

*"I've learned to challenge people with what they say and things they do. I am stronger than I first thought. I know it wasn't my fault. I feel more empowered. I feel like I can now move on and be stronger for my little boy. I will educate my little boy and any future children so they aren't subjected to domestic abuse and so they don't become an abuser"*

*"Week 1: I want to learn to regard myself positively so I can set boundaries and be a better role model for my children.*

*Week 11: The programme has opened my eyes and my heart! It has given me hope and taught me that I don't have to accept abuse from others. I'm getting there. I will get there and as well as seeing the future in the distance – it finally feels like it is obtainable rather than an impossibility."*



## AWARD OF GRANT TO LIGHTHOUSE WOMEN'S AID

### CONDITIONS OF GRANT

#### 1. Police and Crime Commissioner's Grant

- 1.1 In accordance with the provisions in the Anti-Social Behaviour, Crime and Policing Act 2014 the Police and Crime Commissioner can commission services that:
- secure, or contribute to securing, crime and disorder reduction in Suffolk;
  - are intended to help victims or witnesses of, or other persons affected by, offences and anti-social behaviour.
- 1.2 Commissioning decisions will be made on the basis of the extent to which the initiative is considered to be able to deliver outcomes, in terms of:
- securing, or contribute to securing, crime and disorder reduction in Suffolk, or
  - helping victims or witnesses of, or other persons affected by, offences and anti-social behaviour.
- 1.3 The decision to award a grant also takes account the following:
- Innovation - an innovative approach;
  - Partnership/collaboration - working with other service services;
  - Hard to reach/hear groups – Services aimed at supporting victims from hard to reach/hear groups;
  - Gaps in services – services that will address an unmet need/gap in services.

#### 2. Conditions of Award

- 2.1 The Police and Crime Commissioner for Suffolk will award a grant of £60,000 to Lighthouse Women's Aid for the period 1 January 2018 to 31 December 2018.
- 2.2 This award is one-off award is made on the basis of delivering the service above (including supporting capacity and capability building, future sustainability of the service and innovation in delivery of the service). The agreement of this award is based on the service a) supporting increased demand, and b) improving its sustainability and does not place any ongoing responsibility on the PCC to fund the service beyond the period of this grant.
- 2.2 The award is also made on the basis that the grant recipient uses the grant for the proposed service. In the event that the grant is not used for these purposes the monies must be repaid to the PCC.
- 2.2.1 Where the grant is used to provide services for victims of crime those services must be free of charge.
- 2.5 The following costs are not Eligible Expenditure: Payments that support activity intended to influence of attempt to influence Parliament, government or political parties, or attempting to influence to awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action.
- 2.6 The grant recipient must be able to evidence appropriate safeguarding procedures for those using their services and have due regard for the Local Children and Adult Safeguarding Boards' policies and guidance. The grant recipient must provide evidence that its services,

policies, training, recruitment, vetting and referral processes appropriately safeguard children and vulnerable adults.

### 3. Bureaucracy

3.1 The grant recipient must be able to demonstrate that they are managing the grant in an efficient and effective manner, and are actively seeking to minimise bureaucracy and streamline processes in order to deliver the best possible outcomes.

### 4. Transfer of funds

4.1 Payment will be made quarterly following the receipt of an invoice/payment request, and must be accompanied by the appropriate monitoring information.

4.2 The grant recipient will invoice the PCC for the grant after which transfer of funds will be arranged within 21 working days of receipt of the invoice.

4.3 The PCC will not pay in advance of need. If the PCC reasonably believes that payment is being made in advance of need, the PCC may change the timing and/or the amount of any payments.

4.4 In order for any payment to be released, the PCC will require the grant recipient to:

- have accepted these conditions by signing and returning a copy of this Conditions of Award agreement,
- have provided a communications plan and agreed publicity for this decision;
- have provided appropriate bank details, and
- be in compliance of the terms of award (including the MoJ conditions where appropriate).

### 5 Monitoring and Reporting

5.1 The recipient is also required to provide an interim report by 10 August 2018 on the specified output and outcome measures and on financial expenditure and a final report by 31 March 2019 reporting on the agreed outcomes.

5.2 The PCC may require the attendance of any grant recipient at a public meeting of the PCC's Accountability and Performance Panel, on dates as determined by the PCC's Chief Executive. If this is the case the Chief Executive will advise the recipient.

5.3 The grant recipient must notify the PCC immediately if the organisation ceases to operate, the project does not proceed or if any underspend is forecast. Any underspend must be returned to the PCC.

### 6. Commissioning Principles

6.1 In the circumstances where the grant recipient commissions services from other bodies applications must be assessed (by the grant recipient) with good practice commissioning principles in mind (e.g. guidance on commissioning issued by the Association of Policing and Crime Chief Executives) and the PCC's Contract Regulations, and will have due regard for equality, diversity and human rights issues.

### 7. Publicity and Marketing

7.1 By accepting the award from the PCC the grant recipient makes a commitment to acknowledge the PCC's support publicly and must acknowledge their funding from the PCC in all their promotional work. Any recipients of funding via the grant recipient must display the PCC's logo in all publicity for the life of the initiative. Logo artwork can be provided upon request. Any exceptions must be agreed with the PCC.

7.2 The grant recipient will liaise with the PCC's Communications Manager to agree a communications plan, including publicising this funding decision.



8. Access to Information

- 8.1 The PCC expects reasonable access to any records and information held by the grant recipient for purposes associated with the award.
- 8.2 The PCC reserves the right to withhold all or any payments of the award if the PCC has reasonably requested information/documentation from the grant recipient and this has not been received by the PCC in the timescales reasonably required.
- 8.3 The PCC expects the grant recipient to be flexible regarding any changes to outcomes recording required by the Ministry of Justice.

9. Miscellaneous

- 9.1 The award may not be used to support or promote religious activity. This will not include inter-faith activity.
- 9.2 The grant recipient must ensure that all reasonable steps have been taken to ensure that it and anyone acting on its behalf complies with any applicable law for the time being in force (so far as binding on the recipient).
- 9.3 The grant recipient, and its employees, shall be careful not to be subject to conflicts of interest.
- 9.4 The grant recipient shall ensure that third party recipients have comprehensive insurance cover (including, but not limited to, public liability insurance) in place and shall provide evidence of such insurance to the PCC on request.
- 9.5 The PCC accepts no liability to the grant recipient or third party recipients for any costs, claims, damage or losses, however they are incurred, except for to the extent that they arise from personal injury or death which is caused by the PCC's negligence.
- 9.6 The grant recipient agrees to indemnify the PCC for any costs, claims, damages or losses which arise as a result of negligence by the grant recipient or out of any breach by grant recipient of any of the conditions of award.

10. Termination

- 10.1 This agreement may be terminated by either party giving the other at least three months' notice in writing.

**ACCEPTANCE OF GRANT**

Lighthouse Women's Aid accepts the offer of an award of £60,000 and agrees to comply with the terms and conditions of the Grant on which the offer is made.

**On behalf of Lighthouse Women's Aid:**

Signature	
Name:	
Position:	
Date:	

**Bank details for grant payment:**

Bank name:	
Branch name:	
Sort Code:	
Account name:	
Account number:	
Address:	
Postcode:	

**Signed on behalf of the Police and Crime Commissioner for Suffolk:**

Signature	
Name:	
Position:	
Date:	