

ORIGINATOR: POLICY OFFICER (LH)

DECISION NUMBER: 36-2016

REASON FOR SUBMISSION: FOR DECISION

SUBMITTED TO: POLICE AND CRIME COMMISSIONER

**SUBJECT: AWARD OF CRIME AND DISORDER REDUCTION GRANT –
FOUR TOWNS CRIME PREVENTION TEAM**

SUMMARY:

1. 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.

This is in accordance with the provisions in the Anti-Social Behaviour, Crime and Policing Act 2014. In applying this provision, the PCC will ensure that the services commissioned are also consistent with the Suffolk Police and Crime Plan 2013 – 2017.

2. Following discussions between the OPCC and the Four Towns Crime Prevention Team this report seeks approval to award a Crime and Disorder Reduction Grant to for the amount of £1,348 to purchase two event gazebos.
3. The funding will support crime and disorder reduction activity focussing on the Police and Crime Plan objective to support community safety and crime prevention activity.
4. The original application is included alongside this decision paper.

RECOMMENDATION:

1. It is recommended that the PCC approves a grant of £1,348 to the Four Towns Crime Prevention Team.

APPROVAL BY: PCC

The recommendation set out is agreed.

Signature



Date 16/08/2016

DETAIL OF THE SUBMISSION

1. INTRODUCTION

- 1.1 The Police and Crime Commissioner (PCC) is able to utilise his resources to commission services from anyone who can provide the community safety related services that they believe will contribute to their police and crime objectives including secure, or contribute to securing crime and disorder reduction.
- 1.2 This report seeks approval to award a Crime and Reduction Disorder Grant of £1,348 to the Four Towns Crime Prevention Team. This decision paper should be read alongside the original application (Appendix A).

2. FOUR TOWNS CRIME PREVENTION TEAM

- 2.1 The Four Towns Crime Prevention Team are a long established voluntary group who work closely with the police to reduce crime and disorder. The area covered spans the Waveney and Suffolk Coastal districts namely Beccles, Bungay, Halesworth and Southwold and all the rural areas in between. The team of ten volunteers meets four times a year and has built a reputation within the local communities it serves. They are guided and supported by the Constabulary in the area, so that it can react to needs depending on crime trends and police priorities.
- 2.2 In 2015 the team visited over 20 events and engaged with over 5,000 clients. Twenty events are scheduled for 2016 ranging from small local fetes to large events such as the Halesworth Carnival, Beccles Carnival, Wings and Wheels at Heveningham Hall and the Grand Henham Steam Rally. At these events the team provides crime reduction advice and sells police approved crime reduction products (without profit) to improve security and reduce the risk of becoming a victim of crime.
- 2.3 The current gazebo used at events is over 10 years old and no longer waterproof. A new gazebo is required to attend the events providing a stand that members of the public can visit with displays and to store stock (crime prevention materials and safety products). Quotes obtained include the incorporation of the PCC logo on the Gazebo.
- 2.4 The activities of the team contribute to the delivering the Police and Crime Plan through supporting effective community safety or crime prevention activity.
- 2.5 The Four Towns Crime Prevention Team will provide evidence to the PCC of the events the gazebo has been used at, engagement with members of the public and the activities of the Four Towns Crime Prevention Team during a 12 month period. Feedback from local police officers and PCSOs on the impact of the team should also be collated.

3. FINANCIAL IMPLICATIONS:

- 3.1 Funding of £1348 (excl VAT) is being applied for to cover the purchase of two 3m x3m gazebos including logo/text. The costs is based on a competitive quote.
- 3.2 Evidence of spend will be made available together with outcomes as part of the monitoring process.

4. MISCELLANEOUS CONDITIONS OF AWARD

4.1 In addition to the grant conditions set out in the application form, the following conditions will apply should a grant be awarded.

- (i) The fund will be allocated to projects, initiatives or events in Suffolk which support the objectives set out in the [Police & Crime Plan](#);
- (ii) All grants are one-off payments that can be used to pump-prime a project or pay for a one-off event;
- (iii) The PCC is not be responsible for any on-going costs associated the project/initiative;
- (iv) In normal circumstances the funding will not be made available to support staff salaries, core business activities, overheads/costs associated with business administration or capital projects of the recipient;
- (v) Projects approved under this process should be completed in the financial year 2016/17 and only in exceptional circumstances will a carry-forward be agreed;
- (vi) The award must only be used for the purpose set out in the application or as approved in writing by the PCC. The PCC must be notified as soon as reasonably practicable if the organisation ceases operation, the project does not go ahead, or if an underspend is forecast. All underspends must be returned to the PCC;
- (vii) By accepting the award the recipient makes a commitment to acknowledge the PCC's support publically and must acknowledge the PCC in all promotional work, as well as display the PCC's logo in all publicity associated with the initiative;
- (viii) All recipients of funding will be expected to provide information on outcomes, including a written summary on how the project supported objectives in the Police & Crime Plan (a monitoring form will be made available to help with this process). The PCC also reserves the right to hold the recipient to account at the Accountability & Performance Panel;
- (ix) The award may not be used to support or promote political or religious activity.


5. OTHER IMPLICATIONS AND RISKS:

5.1 There are no major implications or risks associated with this decision paper.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
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?	N/A
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
Have all relevant ethical factors been taken into consideration in developing this submission?	Yes

In relation to the above, please ensure that all relevant issues have been highlighted in the 'other implications and risks' section of the submission.

APPROVAL TO SUBMIT TO THE DECISION-MAKER

<p>Chief Executive </p> <p>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 PCC.</p> <p>Signature: Date 17/8/16</p>



CRIME AND DISORDER REDUCTION GRANTS

Introduction

The Police and Crime Commissioner (PCC) can award Crime and Disorder Reduction grants where he believes it will secure, or contribute to securing, crime and disorder reduction in Suffolk and delivery of the Police and Crime Plan.

The Safer Suffolk Fund has been created by the PCC to support the work of voluntary, community and social enterprise organisations that help to make Suffolk a safer place in which to live, work, travel and invest. The fund is administered by Suffolk Community Foundation (SCF) on behalf of the PCC. For more information and guidance on how to make an application please contact SCF on 01473 602602 or go to: <http://www.suffolkcf.org.uk/grants/safer-suffolk-fund/>

In exceptional circumstances the PCC may also award grants direct from his office (e.g. where the applicant does not satisfy the criteria for the Safer Suffolk Fund). Applications for grants under £3,500 can be made using the application form below. Awards of £3,500 and over will need to be supported by a full business case. Bids from statutory partners will need to be match funded. Further information can be obtained from the Office of the Police and Crime Commissioner to discuss. Tel: 01473 782773 /e-mail: spcc@suffolk.pnn.police.uk

APPLICATION FORM FOR CRIME AND DISORDER REDUCTION GRANT UP TO £3,500

Name of Organisation	FOUR TOWNS CRIME PREVENTION TEAM
Contact Name	ERIC SEWELL
Project/event	NEW EVENT GAZEBO
Date of event (if applicable)	ONGOING

DETAILS OF GRANT APPLICATION

What are you seeking to achieve from undertaking this project/event?

The new gazebo is required so the Four Towns Crime Prevention Team (covering Beccles, Bungay, Southwold and Halesworth) can continue to attend various events promoting security and safety products.

Our current gazebo is over 10 years old and is not fully waterproof anymore. Due to the bad weather conditions which we have had, I have already had to cancel two events due to the possibility of heavy rain and I am not prepared to risk damage to our stock.

We would like to purchase 2 new "Pop Up" gazebos which are totally waterproof. We require 2 gazebos as we have a large amount of stock and when we have 4 + team members along with the local PCSO/ police officers it becomes rather crowded.

How does this project/event support the objectives set out in the PCC's Police & Crime Plan?

Promoting Crime Prevention and community safety.

We often work with the local Community Support officers at various events and police officers if they are also able to attend. Our events range from small local fetes to large events such as Halesworth Carnival, Beccles Carnival. Africa Alive!, Wings and Wheels at Heveningham Hall and the Grand Henham Steam Rally.

We have a range of leaflets etc which we also hand out. "SafeKey" have also attend events with us.

We have recently purchased over £2,500 of security products to replace products which we have sold during the past 12 months!

When do you expect to complete this project/event and what are the expected inputs/outputs?

Ongoing – see appendix A for dates in 2016.

There is an expectation that all grants awarded must deliver clear and measurable outcomes. Please set out below the expected outputs and outcomes and how you will measure them. Outcomes should be aligned to the Police and Crime Plan and demonstrate change as a result of the funding.

Last year we attended over 20 events. With the help of the 'Police Tractor' we engaged with over 5,000 clients.

The gazebo will be used to continue Crime Prevention and Community Safety work –

- Attending approx. 20 events a year
- Engaging with the public
- Promoting safety products (non-profit)

The PCC is invited to attend an event to see the new gazebo and the work the team undertakes.

Amount applied for £1616.98 (incl VAT)

Please provide a breakdown of costs:

We have done extensive search of the market, taking into account the printing etc. The quote the funding is based on is £1347.48+VAT and includes 2 frames, sidewalls, Logo/Text, weights, rain gutter, tie down, lighting and delivery.

In submitting the application you must have regard to the following grant conditions:

- (x) The fund will be allocated to projects, initiatives or events in Suffolk which support the objectives set out in the [Police & Crime Plan](#);
- (xi) All grants are one-off payments that can be used to pump-prime a project or pay for a one-off event;
- (xii) The PCC is not be responsible for any on-going costs associated the project/initiative;
- (xiii) In normal circumstances the funding will not be made available to support staff salaries, core business activities, overheads/costs associated with business administration or capital projects of the recipient;
- (xiv) Projects approved under this process should be completed in the financial year 2016/17 and only in exceptional circumstances will a carry-forward be agreed;
- (xv) The award must only be used for the purpose set out in the application or as approved in writing by the PCC. The PCC must be notified as soon as reasonably practicable if the organisation ceases operation, the project does not go ahead, or if an underspend is forecast. All underspends must be returned to the PCC;
- (xvi) By accepting the award the recipient makes a commitment to acknowledge the PCC's support publically and must acknowledge the PCC in all promotional work, as well as display the PCC's logo in all publicity associated with the initiative;
- (xvii) All recipients of funding will be expected to provide information on outcomes, including a written summary on how the project supported objectives in the Police & Crime Plan (a monitoring form will be made available to help with this process). The PCC also reserves the right to hold the recipient to account at the Accountability & Performance Panel;
- (xviii) The award may not be used to support or promote political or religious activity.

If the application is approved signed acceptance of the terms and conditions of the grant will be required.

FOUR TOWNS CRIME PREVENTION TEAM

EVENTS

01 May	: Earsham Car Rally
15 May	: Bungay Street Fair
29 May	: Africa Alive
30 May	: Southwold
31 May	: Meeting – Apollo Youth Centre
12 June	: Halesworth Carnival
25/26 June	: Sotterley
02/03 July	: Wings And Wheels
23/24 July	: Lowestoft Festival
31 July	: Bungay Street Fair
07 Aug	: Maisie Brook
14 Aug	: Weston Fair
21 Aug	: Beccles Carnival
28 Aug	: Bungay Football Club
29 Aug	: Oulton Broad Gala Day
04 Sept	: Brampton Plough Day
17/18 Sept	: Henham Steam Rally
25 Nov	: Beccles Xmas Lights
04 Dec	: Bungay Street Fair
11 Dec	: Halesworth Xmas Fair