



CRIME AND DISORDER GRANT

CONDITIONS OF AWARD

A Crime and Disorder Grant is awarded to East Coast Recovery in accordance with the conditions detailed below.

1. The Purpose of Crime and Disorder Reduction Grants

1.1 Police and Crime Commissioners (PCCs) may commission services from anyone who can provide the community safety related services that the PCC believes will contribute to the PCC's Police and Crime Objectives.

1.2 The PCC for Suffolk will award a Crime and Disorder Reduction Grant to East Coast Recovery of up to £25,000 for the period up to 31 January 2015 for the purposes of delivering community rehabilitation as specified in the attached Decision Paper (Annex A to this agreement).

1.2 The programme for which the grant is awarded will deliver clear, measurable outcomes which will contribute to the PCC's Police and Crime Objectives set out in the PCC's Police and Crime Plan 2013 - 2017 (Appendix 1).

1.3 The outputs/outcomes are as set out in the accompanying Decision Paper namely:

- The grant will support treatment of 8 clients on the community rehabilitation programme (based on calculations of £2939 per client for the programme).
- Monitoring of progress will be based on each client supported being provided with 36 weeks care and a variety of interventions at each stage of primary, secondary and tertiary treatment. Differing outcomes will be relevant depending on the client's needs. Reporting on each of the 8 clients will be based on the following:
 - The inputs and interventions
 - The outcomes for each client in respect of the following 8 areas (as applicable):

31 May 2013

- Freedom from dependence on drugs or alcohol (abstinence from all mind altering substances)
- Prevention of drug related deaths and blood borne viruses
- A reduction in crime and re-offending
- Sustained employment
- The ability to access and sustain suitable accommodation
- Improvement in mental health and physical health and well-being
- Improved relationships with family members, partners and friends
- The capacity to be an effective and caring parent.

1.4 Some of these measures will be reliant on qualitative assessment of clients' improved relationships, mental health, etc. at commencement of, and during, the programme.

2. Conditions of Award

2.1 This award is a one-off award and applies to the project specified at paragraph 1 above and must deliver outcomes in the year 1 April 2014 to 31 March 2015. Payment of the award does not confer any ongoing obligation by the PCC to make payments to the East Coast Recovery beyond the current funding period.

2.3 To avoid a long term commitment the PCC's Crime and Disorder Reduction Grants should not normally be utilised to fund posts.

2.4 This award is made on the condition that East Coast Recovery uses the grant for the Purpose (as defined at paragraph 1.1 above,). In the event that the grant is not used for these purposes the monies must be repaid to the PCC.

2.5 The funds provided under this award may not be used to purchase capital items.

3. Bureaucracy

3.1 East Coast Recovery 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 East Coast Recovery will invoice the PCC on a quarterly 'in arrears' basis, after which transfer of funds will be arranged within 21 working days of receipt of the invoice.
- 4.2 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.
- 4.3 In order for any payment to be released, the PCC will require East Coast Recovery to:
- have accepted these conditions by signing and returning a copy of this Conditions of Award agreement,
 - have provided appropriate bank details, and
 - be in compliance of the terms of award.

5. Monitoring

- 5.1 East Coast Recovery will submit a six monthly progress report (including financial monitoring and outcomes to date) to the PCCs Accountability and Performance Panel on dates as determined by the PCC's Chief Executive.
- 5.2 An end of year report on the award of grants and outcomes shall be presented to the PCC on a date to be specified by the PCC.
- 5.3 Monitoring reports will be in the standard format required for meetings of the PCC's Accountability and Performance Panel meetings. A report template and further advice can be obtained from the PCC's Chief Executive.
- 5.4 An end of year financial monitoring should be submitted to the PCC as soon as possible after the conclusion of the grant period (i.e. 31 March 2015).
- 5.5 East Coast Recovery must notify the PCC as soon as reasonably practicable if an underspend is forecast and any underspend must be returned to the PCC.

6. Commissioning Principles

- 6.1 In the circumstances where East Coast Recovery commissions services from other bodies applications must be assessed (by East Coast Recovery) with good practice commissioning principles in mind (e.g. guidance on commissioning issued by the Association of Policing and Crime Chief Executives), and having due regard to equality, diversity and human rights issues.

7. Publicity and Marketing

- 7.1 By accepting the award from the PCC East Coast Recovery 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 East Coast Recovery 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.

8. Access to Information

- 8.1 The PCC expects reasonable access to any records and information held by East Coast Recovery 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 East Coast Recovery and this has not been received by the PCC in the timescales reasonably required.

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 East Coast Recovery 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 East Coast Recovery, and its employees, shall be careful not to be subject to conflicts of interest.

9.4 East Coast Recovery shall ensure that third party recipients have adequate insurance coverage (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 East Coast Recovery 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 East Coast Recovery agrees to indemnify the PCC for any costs, claims, damages or losses which arise as a result of negligence by East Coast Recovery or out of any breach by East Coast Recovery 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 CRIME AND DISORDER REDUCTION GRANT

East Coast Recovery accepts the offer of an award of £25,000 and agrees to comply with the terms and conditions of the Grant on which the offer is made.

On behalf of **East Coast Recovery:**

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:	