

ORIGINATOR: HEAD OF COMMISSIONING

DECISION NO.

17-2019

REASON FOR SUBMISSION:

FOR DECISION

SUBMITTED TO:

POLICE AND CRIME COMMISSIONER

SUBJECT:

**AWARD OF GRANT –
SUFFOLK RAPE CRISIS**

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 commissioned are consistent with the Suffolk Police and Crime Plan 2017-2021.
2. This report seeks approval to award a grant to Suffolk Rape Crisis for the amount of £60,000 to support survivors of rape or sexual abuse. The funding will help sustain and build the high quality specialist service Suffolk Rape Crisis provide for survivors of sexual violence. It will support the counselling service, helpline support and running costs of the organisation.
3. The funding will support delivery of Objectives 2 and 3 in the Police and Crime Plan and a number of associated actions through the provision of high quality services to victims of sexual violence and abuse.

RECOMMENDATION:

1. It is recommended that the PCC approves a grant of £60,000 for the period 1 April 2019 to 31 March 2020 to Suffolk Rape Crisis to provide specialist support to survivors of sexual violence.

APPROVAL BY THE POLICE AND CRIME COMMISSIONER

The recommendation set out is agreed.

Signature

Twin Pannone

Date

*28th April
2019*

DETAIL OF THE SUBMISSION

1. INTRODUCTION

- 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:
- 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 for the period 1 April 2019 to 31 March 2020 to Suffolk Rape Crisis to provide specialist support to survivors of sexual violence.

2. POLICE AND CRIME PLAN OBJECTIVES

- 2.1 The proposed grant is intended to contribute to the delivery of the Police and Crime Plan 2017-2021 Objective 2 (Caring about victims, communities, the local economy and our people) and Objective 3 (Protecting the most vulnerable people and communities by preventing, reducing and solving crime and anti-social behaviour).
- 2.2 The proposed grant will provide specialist support to victims of sexual abuse and deliver on the following Police and Crime Plan actions:
- Commissioning services which support victims to cope and recover;
 - Ensuring that the most vulnerable victims receive appropriate high quality support from commissioned victims' services in accordance with the Code of Practice for Victims of Crime;
 - Raising awareness of crime that is hidden from sight, so that our most vulnerable victims have the trust and confidence to report crimes;
 - Monitoring the experience and satisfaction of victims of sexual abuse to ensure they receive appropriate high quality support from commissioned victims' services in accordance with the Code of Practice for Victims of Crime;
 - Work in partnership to improve the whole system for victims (sexual abuse).

3. SUFFOLK RAPE CRISIS

- 3.1 Suffolk Rape Crisis (SRC) provides independent specialist sexual violence services to women and girls (aged 14 and over) who have experienced sexual violence and/or abuse at any time in their lives.
- 3.2 The core purpose of the organisation is to alleviate the psychological and emotional trauma that affects survivors of sexual violence and assist them to overcome both the short and long term effects of sexual violence whilst they work to regain control of their lives and make positive decisions for the future.
- 3.3 The organisation achieves this through the provision of long term counselling, pre-trial therapy, a crisis helpline, education and campaigning.

- 3.4 The organisation has four members of staff, 17 volunteers and draws on the resource of 14 sessional counsellors.
- 3.5 In 2018-19 425 people accessed SRC services and 256 women were referred to the counselling service. SRC provided 99 helpline sessions and received 630 calls.
- 3.6 Monitoring data provided by SRC shows that, of those women finishing their counselling support during the year (99 women) 77 completed evaluation forms. Of these, 85% rated the service as excellent and the remainder as good. For outcome measures showing 'distance travelled' 95% of women return scores that indicated positive change in indicators relating to: self-esteem; general wellbeing; relationships and how they are coping.
- 3.7 SRC work closely with the other specialist sexual violence services in Suffolk including Fresh Start New Beginnings and Survivors in Transition. They are involved in the Sexual Assault and Referral Centre (SARC) operational group and participate in a number of multi-agency groups including domestic abuse and Violence Against Women and Girls (VAWG) forums, mental health groups and volunteering partnerships in order to improve the service for victims in Suffolk.
- 3.8 SRC receives referrals from a range of statutory and voluntary agencies including ISVAs and the SARC, domestic abuse services, health services, the police and Social Care. The number of self-referral received has risen in the past year, most likely due to the increased social media profile the organisation has been working on.
- 3.9 Funding from the PCC will contribute to the running costs of the direct support work that SRC provide including supporting the counselling service and helpline support.

Counselling Service

SRC's counselling service works across Suffolk supporting women and girls (14 and over) who have experienced any form of sexual violence or abuse. SRC has 14 sessional counsellors who deliver 75 counselling sessions each week. Each victim has access to 25 free 1 hour sessions of one-to-one counselling on a weekly basis.

Established counselling bases have expanded to include Brandon and Stowmarket as well as Ipswich, Bury St Edmunds and Lowestoft. Where women are unable to travel to these venues for support SRC works with partner agencies to locate appropriate venues enabling access to the same high-quality support locally.

During the year the service expects to develop online counselling support where women can access high-quality specialist counselling service via a secure online counselling room, increasing the accessibility of the service.

Helpline Support

The helpline is currently available 2 days a week providing emotional and practical support to any woman or girl who has experienced any form of sexual violence at any point in their lives. It also provides support for the family and friends of survivors.

The requested funding will contribute to the Volunteer and Helpline Coordinator salary. The role manages and develops the volunteer team and helpline service and will lead the expansion of helpline and online support over the coming years.

4. MONITORING AND OUTCOMES

4.1 This grant award is made on the basis of financial and activity information being made available to the PCC quarterly with a final report submitted to the PCC by 15 April 2020.

4.2 The PCC requires information to be reported quarterly on the following:

- Narrative update on the service, challenges and risks.
- Financial update on spend against budget allocations.
- Number of victims referred to the service and through which route i.e. agency referral (provide breakdown by agency) and self-referral.
- Number of individual victims who received a service from Suffolk Rape Crisis over the quarter (across all service functions).
- Number of victims who had reported to the police (at the point of engagement with the service) and number supported to report.
- Proportion of clients/victims who have presented previously (i.e. repeat users).
- Number of victims referred on / out of services (by organisation/service).
- Geographical breakdown of support provided.
- Number of victims on waiting lists.
- Number of people receiving the counselling service each month (number existing clients and number of new clients).
- Counselling hours delivered.
- Number of helpline sessions delivered.
- Number of volunteer hours delivered.
- Client satisfaction with the help-line service and the counselling service.
- Number of formal complaints made about the service and any lessons learned.

4.3 In line with the requirements of the Ministry of Justice on the PCC, the service is also required to report on the following indicators at the end of quarter two and quarter four (end of year report):

- Number of referrals received by support providers by source of referral and by crime type;
- Number of cases supported:
 - Total number of cases supported in the specified time period;
 - Total number of new cases supported in the specified time;
 - Total number of cases in the specified time period where support was provided in a single incidence vs as part of ongoing support.
- Protected characteristics of victims in cases supported:
 - Age of victims supported broken down by gender;
 - Other protected characteristics where available.
- Measure progress against the following outcomes for women and girls who have experienced sexual violence and abuse:
 - improved health and wellbeing;
 - better able to cope with aspects of everyday life;
 - increased feelings of safety;
 - feel better informed / empowered to act on information.

5. FINANCIAL IMPLICATIONS

- 5.1 Funding of £60,000 is requested from the PCC towards a total running cost of £254,000.

| Item | Cost |
|--|-------------------|
| Volunteer & Helpline Coordinator (80%) | 16,406.94 |
| Director Salary (50%) | 14,782.81 |
| Counselling Provision | 13,769.00 |
| Accessibility Fund | 3,000.00 |
| Rent and Rates (60%) | 9,641.25 |
| staff travel costs | 600.00 |
| postage, stationary and books | 400.00 |
| Staff training | 600.00 |
| Repairs and renewals | 600.00 |
| Printed resources | 200.00 |
| Total | £60,000.00 |

- 5.2 SRC were recently been awarded a three year funding settlement from the Ministry of Justice and have already secured over £60,000 from a variety of other sources towards running the services in 2019-20.
- 5.3 The contribution of volunteers in running the helpline was an estimated £4,700 in 2018-19.

6. OTHER IMPLICATIONS AND RISKS

- 6.1 There are no major implications or risks associated with this decision paper.
- 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 history of delivery and ability to deliver. The monitoring arrangements outlined in the conditions of award reflect the fact that Suffolk Rape Crisis has successfully delivered previous grant awards.
- 6.3 Should there be any risk to the service being delivered, Suffolk Rape Crisis is required to notify the PCC as per the conditions of award.
- 6.4 Full conditions of award can be found in Appendix A.

7. RECOMMENDATIONS

- 7.1 It is recommended that the PCC approves a grant of £60,000 for the period 1 April 2019 to 31 March 2020 to Suffolk Rape Crisis to provide specialist support to survivors of sexual violence.

| 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

Chief Executive

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.

Signature:



Date

18 April 2019

APPENDIX A



AWARD OF GRANT TO SUFFOLK RAPE CRISIS

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:
 - 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 Commissioning decisions will be made on the basis of the extent to which the initiative is considered to be able to deliver outcomes, and takes account the following:
 - Innovation - an innovative approach;
 - Partnership/collaboration - working with other 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.
 - 1.3 The Police and Crime Commissioner for Suffolk will award a grant of £60,000 for the period 1 April 2019 to 31 March 2020 to Suffolk Rape Crisis to provide specialist support to survivors of sexual violence.
2. Conditions of Award
 - 2.1 This award is one-off award is made on the basis of delivering the service above. The agreement of this award 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 (paragraph 1.3 above). In the event that the grant is not used for these purposes the monies must be repaid to the PCC.
 - 2.3 Where the grant is used to provide services for victims of crime those services must be free of charge.
 - 2.4 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.

2.5 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 ensure that its services, policies, training, recruitment, vetting and referral processes appropriately safeguard children and vulnerable adults.

2.6 The PCC expects the service to work in partnership with other providers and services in particular, Norfolk and Suffolk Victim Care, the SARC and other sexual violence services.

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 following the receipt of an invoice/payment request.

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

5. Monitoring and Reporting

5.1 The grant recipient will report quarterly on the specified output and outcome measures and on financial expenditure. A final report will be submitted by 15 April 2019.

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 an 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.

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.
- 9.7 The grant recipient will, in relation to the service being commissioned, ensure that any data processing that is carried out to deliver the service meets the requirements of the General Data Protection Regulation (GDPR) or other relevant data protection legislation, and further ensure that the rights of the data subject are delivered.
- 9.8 The grant recipient will be expected to evidence their compliance as appropriate with the GDPR and such other relevant legislation if asked to do so by the PCC.
- ## 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

Suffolk Rape Crisis 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 Suffolk Rape Crisis:

| | |
|-----------|--|
| 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: | |