



# Suffolk Police and Crime Commissioner

*Making Suffolk a safer place to live, work, travel and invest*

**ORIGINATOR: HEAD OF COMMISSIONING**

**DECISION NO: 32 - 2021**

**REASON FOR SUBMISSION: FOR DECISION**

**SUBMITTED TO: POLICE AND CRIME COMMISSIONER**

**SUBJECT: AWARD OF GRANT – SUFFOLK LOWLAND SEARCH AND RESCUE (SULSAR)**

**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.
2. This report seeks approval to award a grant to Suffolk Lowland Search and Rescue (Sulsar) for £10,000 per annum for specialist search and rescue teams to support Suffolk Constabulary searches for high risk vulnerable adults and missing children.
3. The funding will be used for operational costs that allow Sulsar to continue and expand their work. The specialist service reduces the amount of police resource that would be required for searches without Sulsar and increases the likelihood of a positive outcome for vulnerable adults, missing children and their families.

**RECOMMENDATION:**

1. It is recommended that the Police and Crime Commissioner awards grant funding of £10,000 per annum to Suffolk Lowland Search and Rescue (Sulsar) between 1 October 2021 and 30 September 2024.

**APPROVAL BY THE POLICE AND CRIME COMMISSIONER**

The recommendation set out is agreed.

**Signature:**

**Date: 13 October 2021**

## **DETAIL OF THE SUBMISSION**

### **1 INTRODUCTION**

- 1.1 A key part of the Police and Crime Commissioner's role is to commission services that help reduce demand on the Constabulary, support victims of crime and contribute to crime and disorder reduction in Suffolk.
- 1.2 Norfolk and Suffolk Constabularies regard missing person investigations as a key area of policing (Missing and Absent Persons policy, January 2021). Suffolk Constabulary data shows that there were nearly 4,000 missing person case reports in 2020/21. Two thirds of these were classified as medium risk and 29% as high risk cases. The number of reported cases, geographic distribution and risk levels have been relatively consistent since 2018.
- 1.3 In addition to the need to safeguard vulnerable people and prevent harm, the response to these incidents may lead to uncovering exploitative and criminal behaviour such as child abuse, human trafficking and County Lines drug activity. A successful outcome can stop or minimise further disappearances and enable safeguarding measures and support for victims of crime to be put in place.
- 1.4 Suffolk Lowland Search and Rescue (Sulsar) provide teams of trained volunteers and specialist equipment at short notice to assist the police with a variety of search needs. Without the service Sulsar provides searches would be solely reliant on available police resources.
- 1.5 This report seeks approval from the PCC to award a grant of £10,000 per annum to Suffolk Lowland Search and Rescue (Sulsar) for the period 1 October 2021 to 30 September 2024.

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

- 2.1 The service Sulsar provides contributes to the following objectives and themes within the Police and Crime Plan (2017-21): 'Caring about victims, communities, the local economy' and 'Protecting the most vulnerable people and communities by preventing, reducing and solving crime'.
- 2.2 In his manifesto for re-election in 2021, the PCC said that "Organisations such as Suffolk Lowland Search and Rescue play a crucial role in supporting the police and will continue to be supported".
- 2.3 Following the re-election of the PCC in May 2021 a new Police and Crime Plan is being developed. In the draft plan the PCC has indicated he wishes to fund initiatives which reduce the demand on the police.

### **3 SUFFOLK LOWLAND SEARCH AND RESCUE (SULSAR)**

- 3.1 Sulsar is a member of the UK's Lowland Rescue service. Lowland Rescue teams specialise in finding missing people using foot-teams and dog-teams, often over large areas of wilderness and without knowing where the person is to begin with.
- 3.2 Sulsar is a charity made up of volunteers and managed by an annually elected committee. All members are trained to national standards and the team has 10 Search Managers able to provide 24 hour support.

- 3.3 Sulsar has a long track record of providing specialist search and rescue teams to Suffolk Police to search for high-risk vulnerable adults and missing children.
- 3.4 With over 70 trained search personnel, the volunteer activity ranges from ground search of urban and rural areas on foot, scent-trailing and area dogs, bike, 4x4 and water rescue teams. Teams have specialist equipment (drones, flood and deceased victim recovery cameras, casualty medical evacuation equipment, thermal imaging) to support searches and all personnel are vetted and trained to national standards in their specialism.
- 3.5 Sulsar regularly train and continue to develop their expertise to enhance service provision.

## **4 SERVICE DELIVERY**

- 4.1 SuLSAR are contacted by Suffolk Constabulary in high risk missing person cases and are only deployed in consultation with a Police Search Advisor (PoSA). They are normally on the scene of a high-risk missing person within an hour.
- 4.2 Emergency first-aid trained, or higher, SuLSAR volunteers have assisted the constabulary with some high-profile missing person cases, including the search for Corrie McKeague in 2016.
- 4.3 Sulsar were called upon by the police during Storm Darcy (2021) and used their 4 x 4 capability to support operations in the east of the county including rescuing stranded motorists and supporting essential travel.
- 4.4 In 2021 there have been 43 deployments to 31 August, using 3,353 volunteer hours. Case studies supplied by Sulsar show the range of incidents they are called to assist with, the input given by volunteers and the successful outcomes achieved.
- 4.5 A Memorandum of Understanding covering the period 1 May 2019 to 31 August 2024 is in place between Sulsar and the Chief Constable of Suffolk Constabulary. The MOU covers the roles and responsibilities of each organisation in relation to police search operations to ensure that the best possible service is delivered to the community of Suffolk.
- 4.6 A service level agreement is also in place and regular meetings are held with Suffolk Constabulary to review searches and raise and resolve any issues that have occurred.

## **5 MONITORING AND OUTCOMES**

- 5.1 This grant award is made on the basis of financial and activity data being made available to the PCC annually in a written report.
- 5.2 The PCC will meet with Sulsar representatives and the Suffolk Constabulary lead annually to discuss the report. Data should show:
- Number of call outs where Sulsar team were deployed in the year;
  - Volunteer hours;
  - Examples of incidents dealt with and outcomes (case studies)
  - Feedback from volunteers and police;
  - Examples of liaison with police and improvements made to the service as a result;
  - A summary of training and non-search activities (fund raising, awareness raising) undertaken

- 5.3 The outputs/outcomes are a condition of PCC continuation funding at the end of each financial year.

## **6 FINANCIAL IMPLICATIONS**

- 6.1 Sulsar's annual income is generated through grant funding and fund raising. The charity's financial history shows that the average total gross income per year (2016-2020) was £37.5k and expenditure £33.9k.
- 6.2 Sulsar have provided financial information which shows that the general operating costs are approximately £12,000 a year, the majority of which is used on building rent and insurance (£8k) as well as utilities, ICT and the annual training camp.
- 6.3 Grant funding of £10,000 is recommended each year for the period 1 October 2021 to 30 September 2024 to support the operational costs of the charity. Sulsar will continue to fund raise and apply for other grant funding to purchase specific equipment, training and costs over and above the PCC funding.
- 6.4 The PCC and Chief Constable have agreed that the funding for this grant will come from the underspend in the Constabulary budget in 2020/21, specifically that created by BP providing free fuel to the emergency services including police for certain periods during the Covid-19 pandemic. This underspend was transferred to reserves at the end of the year.
- 6.5 There are service and financial benefits in terms of reduced costs and resource implications on the Constabulary as a direct result of the work of Sulsar in providing a search and rescue service for vulnerable adults and missing children.

## **7 OTHER IMPLICATIONS AND RISKS**

- 7.1 An assessment of risk in delivery of the service has been undertaken. This assessment has considered the value of the grant sought and the history of delivery and ability to deliver. The monitoring arrangements outlined reflect the fact that Sulsar has successfully supported Suffolk Constabulary with search and rescue for a number of years and well developed working practices and processes are in place.
- 7.2 Should there be any risk to continuation of funding within the three year period the PCC will make Sulsar aware as soon as practicable.
- 7.3 Should there be any risk to the service being delivered Sulsar are required to notify the PCC and Suffolk Constabulary.

## **8 RECOMMENDATION**

- 8.1 It is recommended that the Police and Crime Commissioner awards grant funding of £10,000 per annum to Suffolk Lowland Search and Rescue (Sulsar) between 1 October 2021 and 30 September 2024.

<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**

##### **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 Police and Crime Commissioner.



**Signature:**

**Date:** 13 October 2021



**AWARD OF GRANT  
TO  
SUFFOLK LOWLAND SEARCH AND RESCUE (SULSAR)**

**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 The Police and Crime Commissioner for Suffolk will award a grant of £10,000 for the period 1 October 2021 to 30 September 2024 to Suffolk Lowland Search and Rescue (Sulsar) to support the costs and activity set out in the application received.

2. Conditions of Award

- 2.1 This award is one-off award is made on the basis of the application received from the recipient organisation during the bidding process. 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 service set out in the application made to the PCC. 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: campaigning activities; religious activities outside of projects benefiting the wider community and not containing religious content; political or lobbying activities; loan repayments; activities that make profit for private gain; capital works e.g. building repairs; goods or services that have been bought or ordered before 1 October 2021; paying for any outstanding debts, incurred prior to 1 October 2021.
- 2.5 The grant recipient must ensure that no funding for the same activities is received from other government funding sources (duplicate funding).
- 2.6 The recipient must not apply for duplicate funding in respect of any part of the activities or any related administration costs that is being funding through this agreement.
- 2.7 Any spend that organisations commit to beyond 30 September 2024 must be met through their own funds.
- 2.8 The grant recipient must be able to evidence appropriate safeguarding procedures for those using their services and have due regard for the Suffolk Safeguarding Partnership policies and

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guidance in relation to safeguarding Children and Adults. The grant recipient must ensure that its services, policies, training, recruitment, vetting and referral processes appropriately safeguard children and vulnerable adults.

2.9 The grant recipient shall ensure that there is access a complaints procedure which enables individuals to raise complaints and to obtain appropriate redress.

### 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. Invoices should be supported by evidence of spend e.g. copy invoices for spend on equipment, goods and services.

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;
- agreed publicity for the grant;
- have provided appropriate bank details; and
- be in compliance of the terms of award.

### 5 Monitoring and Reporting

5.1 The grant recipient will provide an annual report on specified output and outcome measures, narrative on activity undertaken and on financial expenditure against the cost submission in their application.

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.

7.2 The grant recipient will liaise with the PCC's Communications Manager on any publicity about 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 Lowland Search and Rescue (Sulsar) accepts the offer of an award of £10,000 per annum for a 3 year period and agrees to comply with the terms and conditions of the Grant on which the offer is made.

**On behalf of Suffolk Lowland Search and Rescue (Sulsar):**

Signature	
Name:	
Position:	
Date:	

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

Signature	
Name:	
Position:	
Date:	