



# OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

**Author: Director of Policy and  
Commissioning**

**DECISION NO.** 2018/ 28

**REASON FOR SUBMISSION:** Approval for funding arrangements for the Norfolk and Suffolk Victim Care Service 2018/19 – 2019/20

**SUBMITTED TO:** Police and Crime Commissioner

**SUBJECT:** Funding arrangements for the Norfolk and Suffolk Victim Care Service 2018/19 – 2019/20

**SUMMARY:** With effect from 1<sup>st</sup> April 2015, Police and Crime Commissioners have been responsible for ensuring that a victim assessment and referral service is in place to support victims of crime.

In March 2015 approval was given to enter into a contractual arrangement with Victim Support for the provision of these services via a call off contract. The duration of the contract was three years with an option to extend. The three year contract period expired on the 31 March 2018 and this notice sets out the arrangements for funding and delivery for 2018/19 and 2019/20.

**RECOMMENDATIONS:**

1. The option to extend the call off contract with Victim Support is utilised in 2018/19.
2. That the service is funded through a grant agreement in 2019/20.

**OUTCOME/APPROVAL BY:** PCC/CHIEF EXECUTIVE/CHIEF FINANCE OFFICER  
(Delete as appropriate)

The recommendations as outlined above are approved.

**Signature**

**Date**

08/11/18

## **DETAIL OF THE SUBMISSION**

### **1. OBJECTIVE**

- 1.1 To put in place the funding structure for the provision of victim assessment and referral services by Victim Support for 2018/19 and 2019/20.

### **2. BACKGROUND**

- 2.1 The current victims' assessment and referral service, operated by Victim Support was introduced on the 1<sup>st</sup> April 2015.
- 2.2 The decision to enter into this contractual arrangement was made in 2015, when the Office of the Police and Crime Commissioner for Norfolk (OPCCN) formally called off the Surrey, Sussex and Thames Valley (SSTV) Framework agreement with Victim Support, managed by the Office of the Police and Crime Commissioner for Surrey.
- 2.3 The duration of the call-off contract was 3 years with the option to extend for a further two years by two twelve month increments. The three year period expired on the 31 March 2018 and in anticipation the OPCCN had to review the delivery arrangements and funding for the service for 2018/19 and 2019/20.
- 2.4 Norfolk OPCC and Suffolk OPCC agreed to work together to deliver victim assessment and referral services and following a full options appraisal agreed to commission a joint Victim Care Service for Norfolk and Suffolk; provided by Victim Support under the SSTV Framework Agreement.

### **3. AREAS FOR CONSIDERATION**

- 3.1 The Norfolk and Suffolk Victim Care Service is being delivered under the SSTV Framework Agreement for 2018/19, with the OPCCN taking up the option to extend the contract for a twelve month period.
- 3.2 The original intention was to deliver the new service under the SSTV Framework for a two year period, until 31 March 2020. However, the option to extend the contract for a second year, for the 2019/20 period, is no longer available as the Surrey OPCC has terminated the current framework agreement as of the 31 March 2019.
- 3.3 It was accepted from the outset that to make the development of the new Norfolk and Suffolk Victim Care Service viable, a two year service delivery period was required.
- 3.4 The funding for the second year of delivery will now be through a grant from the Offices of the Police and Crime Commissioners for Norfolk and Suffolk. During this period, a full procurement process based on the new specification will be carried out to select a provider for the service from 1 April 2020 onwards.

### **4 OTHER OPTIONS CONSIDERED**

- 4.1 To conduct a full procurement process to select a provider for the service from the 1 April 2018 – this option was rejected due to the risks associated with the timeframe, the need to work up a new specification, and the opportunities available through

working with Victim Support to develop and test the new specification under the SSTV framework.

## **5 STRATEGIC AIMS/OBJECTIVE SUPPORTED**

- 5.1 The delivery of the Norfolk and Suffolk Victim Care Service supports the Police and Crime Plan core priority to Support Victims and Reduce Vulnerability and the following strategic objectives...
- Working to improve the overall experience and outcomes for victims and witnesses.
  - Working in partnership to make those at risk less vulnerable to victimisation.

## **6 FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

- 6.1 The costs for Norfolk of delivering the Norfolk and Suffolk Victim Care Service for 2018/19 and 2019/20 are set in the fixed price contract agreed between the OPCCN and Victim Support under the SSTV framework agreement. The total cost is £360k per annum and will not exceed this amount unless specifically agreed.
- 6.2 The costs for the Norfolk and Suffolk Victim Care Service are contained within the OPCCN commissioning budget and the funding is provided through a grant from the Ministry of Justice.


## **7 OTHER IMPLICATIONS AND RISKS**

- 7.1 Failing to provide a victim assessment and referral service in Norfolk would put the OPCCN in breach of the terms and conditions of its Ministry of Justice Victim Services Grant.
- 7.2 The Victim's Code of Practice requires the police to refer victims of crime to a victim assessment and referral service. If a service is not provided, the police cannot meet this entitlement.

**PUBLIC ACCESS TO INFORMATION:** *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	No – but advice has been taken from Procurement throughout the process
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

**APPROVAL TO SUBMIT TO THE DECISION-MAKER** (this approval is required only for submissions to the PCC).

<b>Chief Executive</b>	
I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.	
<b>Signature:</b>	
<b>Date</b>	7-11-2018

**Chief Finance Officer (Section 151 Officer)**

I certify that:

- a) ~~there are no financial consequences as a result of this decision,~~  
~~OR~~
- b) the costs identified in this report can be met from existing revenue or capital budgets,  
AND
- c) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

**Signature:**



**Date**

7/11/18

