



OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

ORIGINATOR: Chief Executive

DECISION NO. 2015/04

REASON FOR SUBMISSION: For Decision

SUBMITTED TO: Police and Crime Commissioner

SUBJECT: Victims Referral and Assessment Service

SUMMARY:

1. From April 2015, Police and Crime Commissioners must have in place a victim's referral and assessment service. This paper summarises the steps taken to date to ensure that the Police and Crime Commissioner for Norfolk has a victim's referral and assessment service in place.
2. Approval is sought to the completion of the contractual formalities to ensure the appropriate arrangements are in place with effect from 1 April 2015.

RECOMMENDATION:

It is recommended that the Chief Executive be authorised to execute the contractual and other associated documentation to progress the introduction of a victim's referral and assessment service as outlined in this paper with effect from 1 April 2015.

OUTCOME/APPROVAL BY: PCC

The recommendation as outlined above is approved.

Signature:

Date: 30 March 2015

DETAIL OF THE SUBMISSION

1. KEY ISSUES FOR CONSIDERATION:

- 1.1 From April 2015, all PCCs must have in place a victims' referral and assessment service(s), commissioned through their victims funding.
- 1.2 Over the past 12 months, the Eastern Region PCCs have been exploring opportunities to commission a service across the region. The PCCs commissioned TONIC to undertake an options appraisal to identify the most effective and efficient model of commissioning – whether across the region or individually.
- 1.3 The work was led by a victims commissioning steering group, comprised of representatives from each of the Eastern Region PCC's offices (OPCC). This group reported into the Eastern Region PCC meeting each quarter.

2. DECISIONS:

- 2.1 In December 2014, TONIC presented the 5 PCCs (not including Cambridgeshire) with a number of options for taking forward the victims referral and assessment commissioning. For each option they provided the benefits, risks and costs. The recommended option was to commission the service through the Surrey, Sussex, Thames Valley Framework (SSTV), which had already been through a robust procurement process, with Victim Support as the successful bidder. There were clear cost benefits for this model, including the ability to innovate, develop and improve the model moving forward.
- 2.2 In early December 2014, the 5 PCCs agreed to take forward this approach. The 5 OPCCs commissioned TONIC to support the completion of this final stage with a view to ensuring that contracts are signed and that the new services are ready to deliver by 1 April 2015. Work since December has involved finalising the details of the arrangements with Victim Support (each PCC will have their own individual contract), drawing down from the SSTV Framework, agreeing an MOU between the 5 OPCCs, and finalising the performance measures.

3. FINANCIAL IMPLICATIONS:

- 3.1 The PCC's for the Eastern Region (excluding Cambridgeshire) have notified Victim Support that they intend to call-off from the SSTV Framework having successfully negotiated a price and specific service specification for the Eastern Region (SSTV East). As a result of the negotiations the following price for service has been agreed for Norfolk:-

- Fixed Annual Price (for 3 years) £359,367 p.a.
- Implementation Costs £1,500

The duration of the call-off contract will be 3 years with the option to extend by two twelve month increments. There are provisions within the call-off contract

for price variation dependent upon service demand and variation as well as cost apportionment between the Eastern Region PCCs.

The annual cost for Norfolk is within a context of an annual price cost to the region (excluding Cambridgeshire) of £1,999k.

- 3.2 The cost of service provision will be met directly from a grant received from the Ministry of Justice to commission victims' services.
- 3.3 The Eastern Region PCCs have agreed to adopt an allocation method for all shared regional costs that is essentially based upon expected cost drivers with an adjustment reflecting the relative funding proportions that the PCCs receive from the Ministry of Justice.

4. OTHER IMPLICATIONS AND RISKS:

- 4.1 The PCC's Risk Register refers to the risk relating to the delivery of victim's services if a regional referral solution is not in place by 1 April 2015. The plans to have that solution in place by 1 April 2015 are in progress and the approval sought by this paper to facilitate execution of the necessary contract and associated documentation will help achieve the target date. No change to the Risk Register is suggested until the contract documentation is executed.

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?	Yes, this has been prepared in collaboration with the Chief Executive of Suffolk PCC's Office, who is a Solicitor and the Monitoring Officer
Has the PCC's Chief Finance Officer been consulted?	Yes
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Not Applicable
Have human resource implications been considered?	Not Applicable
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, there has been full discussion between the five PCC areas referred to and Victim Support
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 PCC and DPCC).

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: 30 March 2015