



## **CRIME AND DISORDER REDUCTION GRANT 2015-16**

### **CONDITIONS OF AWARD**

A Crime and Disorder Reduction Grant is awarded to Victim Support, on behalf of the Suffolk Hate Crime Partnership, in accordance with the conditions detailed below.

#### **1. The Purpose of Crime and Disorder Reduction Grants**

##### **1.1 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.

This is in accordance with the provisions in the Anti-Social Behaviour, Crime and Policing Act 2014.

##### **1.2 The PCC will award a Crime and Disorder Reduction Grant of £24,395 to Victim Support, on behalf of the Suffolk Hate Crime Partnership, for services to victims of hate crime for the period 10 August 2015 to 31 March 2016.**

##### **1.3 The Grant is based upon the business case submitted to the PCC by Suffolk Hate Crime Partnership. All projects and initiatives delivered by the grant recipient must clearly set out the success criteria (e.g. intended outcomes, milestones, risks, and measurable outcomes against the PCC's Police and Crime Objectives).**

#### **2. Conditions of Award**

##### **2.1 This award will apply for the period 10 August 2015 – 31 March 2016 only. Payment of the award does not confer any ongoing obligation by the PCC to make payments to Victim Support on behalf of the Suffolk Hate Crime Partnership beyond 31 March 2016. Accordingly funding should not be committed beyond the current financial year**

August 2015

and initiatives/projects must deliver outcomes in the financial year 2016. Where there is a possibility that an initiative will not deliver outcomes until beyond 31 March 2016 approval must be sought from the PCC.

- 2.2 To avoid a long term commitment the grant should not normally be utilised to fund posts. If, as an exception, it is proposed to fund posts, approval must be sought from the PCC.
- 2.4 The grant recipient may not use the award for any activities other than those set out in its business case or as approved in writing by the PCC.
- 2.5 The funds provided under this award may not be used to purchase capital items unless agreed with the PCC.

### 3. Bureaucracy

- 3.1 The grant recipient must be able to demonstrate that the grant is being managed in an efficient and effective manner, and are actively seeking to minimise bureaucracy and streamline processes in order to deliver the best possible outcomes. For these reasons funds may not be used towards any overheads/costs associated with the administration of Suffolk Hate Crime Partnership unless agreed with the PCC.

### 4. Transfer of funds

- 4.1 The grant recipient will invoice the PCC on an 'in arrears' basis, after which transfer of funds will be arranged.
- 4.2 Payment will be made within 21 working days of the receipt of a payment request and must be accompanied by the appropriate monitoring information.
- 4.3 Payment will not be made 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 Victim Support, on behalf of the Hate Crime Partnership, to:

- have accepted these conditions (including the monitoring requirements) by signing and returning a copy of this Conditions of Award agreement,
- have provided a communications plan,
- have provided appropriate bank details, and
- be in compliance of the terms of award.

## 5. Outputs/outcomes

5.1 Include outputs/outcomes as outlined in the business case or agreed with the grant recipient and will be effectively monitored.

- Number of referrals received (and from which partners) (est.165);
- An increase in the number of third party reports made (and from which partners);
- Number of needs assessments completed (est. 110);
- Number of victims receiving enhanced support (est. 42);
- Number of victims receiving immediate emotional support/information (est 50);
- Number of victims receiving safety information/products (est. 42);
- Number of victims receiving advocacy (est. 13);
- Number of awareness/training sessions completed;.
- Increased number of hate crime supporters/responders (current responders 68)
- Number of counselling sessions delivered to victims
- Total number of victims of hate crime supported by the service (and broken down by the type of hate crime).

5.2 The Hate Crime Partnership will work to achieve the following outcomes:

- Risk of harm to victims of hate crime is reduced, measured by the number of risk assessments, number of safety products issued, number of restorative interventions;
- Victims receive effective support to help them cope and recover from hate crime, measured by responses to Service User Survey, number of support plans, number of different services provided ;
- Increased satisfaction with the role of Criminal Justice agencies in relation to hate crime as measured by Service user survey;
- Increase in the number of third party reports made;
- Effective and consistent partnership working, measured by the number of partners engaging with the partnership;
- Communities are engaged and skilled to address hate crime, measured by the number of trained supporters;
- Increased awareness of hate crime in Suffolk, measured by the number of media mentions, conferences and social media interactions.
- Use its website as a key way to interact with the community and provide advice and information from the service the partnership provides and its key partners.

5.3 In addition to the delivery of the service until March 2016. It is a condition of the award that, in relation to any future funding application, the Suffolk Hate Crime Partnership will work with the Suffolk Hate Crime Service to consider a county-wide model for future service delivery. The model should be presented to countywide partners with responsibility for crime and disorder reduction.

## 6 Monitoring

- 6.1 The grant recipient will formally provide an update by *27 November 2015 and 15 February 2015* against the measures above and a final report on financial expenditure and outputs/outcomes will be presented to the PCC *by 21 April 2016*.
- 6.2 The PCC may require attendance of the organisations represented in the partnership 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.
- 6.3 The grant recipient must notify the PCC as soon as reasonably practicable if an underspend is forecast and any underspend must be returned to the PCC.

## 7. Commissioning Principles

- 7.1 In the circumstances where the Suffolk Hate Crime Partnership commissions services from other bodies applications must be assessed (by Suffolk Hate Crime Partnership) 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.

## 8. Publicity and Marketing

- 8.1 By accepting the award 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 Suffolk Hate Crime Partnership must display the PCC's logo in all publicity for the life of the initiative. Logo artwork can be provided upon request. The PCC will require confirmation in the form of examples of artwork that the PCC's branding has been displayed. Any exceptions must be agreed with the PCC.
- 8.2 The grant recipient will liaise with the PCC's Communications Manager to agree a communications plan.

9. Access to Information

- 9.1 The PCC expects reasonable access to any records and information held by the grant recipient for purposes associated with the award as well as its reasonable assistance should it be necessary for the PCC to complete any returns to the Home Office.
- 9.2 The PCC reserves the right to withhold all or any payments of the award if the PCC has reasonably requested information/documentation from Suffolk Hate Crime Partnership and this has not been received by the PCC in the timescales reasonably required.

10. Miscellaneous

- 10.1 The award may not be used to support or promote religious activity. This will not include inter-faith activity.
- 10.2 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).
- 10.3 The grant recipient, and its employees, shall be careful not to be subject to conflicts of interest.
- 10.4 The grant recipient 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.
- 10.5 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.
- 10.6 The grant recipient agrees to indemnify the PCC for any costs, claims, damages or losses which arises as a result of negligence by Suffolk Hate Crime Partnership or out of any breach of any of the conditions of award.

11. Termination

- 11.1 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**

Victim Support, on behalf of the Suffolk Hate Crime Partnership, accepts the offer of an award of £24,395 and agrees to comply with the terms and conditions of the Grant on which the offer is made.

**Victim Support, on behalf of Suffolk Hate Crime Partnership:**

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:	