



THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

DECISION RECORD FORM

REQUEST:

To approve the continuation of funding for the Operation Encompass Project Manager

Title:

Operation Encompass - Project Manager

Executive Summary:

In June 2014 the Police and Crime Commissioner (PCC) was awarded funding from the Ministry of Justice (MOJ) Competed Fund to develop a project aimed at supporting young victims suffering or witnessing domestic abuse. With this funding a Project Manager from Safe in Tees Valley was seconded to Cleveland Police to take the lead.

The project entitled 'Operation Encompass' enables schools to be immediately notified (by 9am on the next working day) where a pupil has experienced the trauma of domestic abuse. This knowledge enables specially trained teaching staff to provide covert or overt support depending on the circumstances. The project recognises that better information sharing and joint working can both prevent victimisation of vulnerable young people and provide better outcomes for them.

The MOJ funding enabled the establishment of a pilot scheme in the Hartlepool area which will be launched on 1 April 2015. This decision requests the continuation of the project manager role for a further 12 months to enable similar arrangements to be rolled out across the Cleveland area. Early feedback from Headteachers indicates that the project is very much appreciated to support young people in the school environment. The attached business case provides further information as to the role of the project manager.

Decision:

To agree to fund the Operation Encompass Project Manager for a further 12 months to monitor and roll out the project across the Cleveland area. The cost of which will be £39,367.

Implications:

Has consideration been taken of the following:	Yes	No
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Equality & Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>

(If yes please provide further details below)

Decision Required – Supporting Information

Financial Implications: (Must include comments of the PCC's CFO where the decision has financial implications)

Funding is available within the 2015/16 budget to grant fund the continuation of this project.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

Equality and Diversity Implications

None arise.

Human Rights Implications

School staff have been fully trained around the Operation Encompass Project and information will only be shared to safeguard and protect young people.

Sustainability Implications

This project is closely linked to the development of Multi-Agency Safeguarding Hubs (MASH) which Cleveland Police are developing over the next 12-18 months. Operation Encompass will become a part of the MASH once developed.

Risk Management Implications

None arise.

OFFICER APPROVAL**Chief Executive**

I have been consulted about the decision and confirm that financial, legal, and equalities advice has been taken into account. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signed:  Date: 5/3/15

Police and Crime Commissioner:

The above request HAS / DOES NOT HAVE my approval.

Signed:  Date: 5/3/15



Fund Application Form

Operation Encompass

Safe in Tees Valley

7 January 2015

Please tick

Application for Grant Funding	/
Application for Property Act Funding <i>[must be for charitable and non-policing activities and events]</i>	
Application for Community Safety Initiative funding	

Completed forms should be emailed to pcc@cleveland.pnn.police.uk.
Details provided within this application form will be published on the PCC website at www.cleveland.pcc.police.uk.

Section 1 – Basic bid information

Contact details

Please make sure that this person knows **all** aspects of your project and is able to talk about it if required

Title:	<input type="text" value="Mr"/>	First Name:	<input type="text" value=""/>	Last Name:	<input type="text" value=""/>
Role/Position in organisation:	<input type="text" value="Chief Executive"/>				
Organisation Name:	<input type="text" value="Safe in Tees Valley"/>				
Organisation Address:	<input type="text" value="Hampdon House, Falcon Ct., Westland Way"/>				
	<input type="text" value="Stockton on Tees"/>				
Postcode:	<input type="text" value="TS18 3TS"/>				
Email address:	<input type="text" value=""/>				
Website:	<input type="text" value="www.safeinteesvalley.org"/>				

In the case of a joint bid, please list all organisations and agencies involved as well as all key individuals.

Organisation Name	Organisation Address	Contact name and details
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

How would you best describe your organisation?

Registered Charity	<input checked="" type="checkbox"/>	Registration Number:	<input type="text" value="1112657"/>
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- Voluntary or community organisation/group ☐
- Self help group/forum ☐
- Company limited by guarantee ☐
- Social Enterprise ☐
- Local Authority ☐
- Other ☐

If other please clarify:

Aims and objectives of your organisation(s)

Please provide a summary of your organisation(s) aims and objectives in no more than 300 words.

Safe in Tees Valley is an independent community safety partnership and social enterprise.

Established in 1996 as a 'not-for-profit' company limited by guarantee, we benefit from charitable status and retain independence through income generated by the provision of a range of community safety related initiatives.

We promote lasting solutions to crime and community safety by building sustainable and effective partnerships with the public, private and voluntary sector.

Our work brings people of all ages together from diverse communities and organisations to tackle issues that matter to them; providing the platforms and opportunities to enable them to be active and responsible citizens and equal partners in resolving community safety related issues.

Our Vision is for safe and active communities

Our Mission is to generate lasting solutions to crime and community safety by building sustainable and effective partnerships with the public, private and voluntary sector.

Section 2 – Strategy Statement

Brief description of proposed initiative or service (in no more than 300 words)

Domestic Violence is a significant problem in the Cleveland Police area with incidents in each of the 4 local authority areas exceeding the regional and national average for crimes per 1000 population.

Local statutory agencies and voluntary sector providers have become increasingly aware that the needs of the children in the household are often overlooked.

This initiative, based on successful work pioneered in other Police Force areas, acknowledges that children need additional support and protection at the point of crisis.

Once this scheme is in place Police Officers attending a domestic violence incident will record the details of any school age child in the household. This information will be passed on to the school before 9am the next day to ensure appropriate support and oversight is provided.

Work is currently underway establishing a pilot scheme in Hartlepool known as Operation Encompass which will be launched on 1/4/15. The purpose of this funding bid is to extend the employment of the Encompass project manager to enable similar arrangements to operate in the remaining 3 Districts of Cleveland.

Training will be provided for Head Teachers, Governors and teaching staff to raise awareness of domestic violence and how best to support children who have been directly or indirectly involved.

Since taking up post in October 2014 the Encompass project manager has:

- Prepared an information sharing protocol
- Collaborated with Educational psychologists to develop a training package for use in schools
- Negotiated changes to the Police database to facilitate the recording and retrieval of school age children involved in domestic abuse
- Prepared procedures, protocols and updated paperwork
- Prepared guidance for Head Teachers and Governors.

There has been an additional request to provide age appropriate training, raising awareness of domestic violence, to be available to all pupils

Which geographical area(s) will benefit most from your initiative for which this application relates. Please tick all boxes which apply:

- | | | | |
|----------------------|-------------------------------------|------------|-------------------------------------|
| Redcar and Cleveland | <input checked="" type="checkbox"/> | Stockton | <input checked="" type="checkbox"/> |
| Middlesbrough | <input checked="" type="checkbox"/> | Hartlepool | <input checked="" type="checkbox"/> |

Stakeholders

Who will benefit from the proposed initiative or service (in no more than 300 words)

Primary Beneficiaries

Children caught up in domestic violence incidents either as victims of violence or witnesses to violence. This initiative ensures schools are aware of what has happened and can provide appropriate support and protection. With this knowledge they can also closely monitor any unexplained absences to relevant agencies.

Victims of abuse will also benefit in the knowledge that the school is supporting their children during this period of distress and upheaval

Secondary Beneficiaries

Police, schools, health services and social care - improved information sharing and collaborative working

Will this application support or enhance other services that you intend to commission? (in no more than 300 words)

Service enhancement includes:

- This initiative is closely linked to the development of Multi Agency Safeguarding Hubs (MASH) in Cleveland which will be established over the next 12-18 months. Once established the MASH(s) will take over the responsibility for Operation Encompass.
- Improved information sharing resulting in greater protection of vulnerable school age children
- Improved data gathering and analysis by Cleveland police
- Ensuring that the 'pilot' work undertaken on the Hartlepool project benefits the rest of the Cleveland area

Section 3 – Financial information

Funding requested

Extension of Operation Encompass until April 2016	Total funding requested: £39,367
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Funding period and payment schedule

4 payments of £9,841.75 paid quarterly in arrears	

Payment schedule (single payment, quarterly, etc)

Quarterly in arrears

Bid elements

Service/Initiative	Amount Requested
Salary of Encompass Project Manager (Including on costs of 17%)	33,589
Mobile Phone	400
Travel and subsistence	800
Training Costs	1,000
Management fee	3,578
Total funded requested	£39,367

Joint bid elements (if applicable)

Service/Initiative	Amount Requested
Not applicable	
Total funded requested	£

Start and End Dates

Start 1 st April 2015	End 31/3/2016
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Bank details

If your application is successful, we will pay your organisation by BACS transfer. It is therefore very important to ensure that the details below are accurate.

Bank account name (may be used as a reference)	██████████
Sort Code	██████████
Account Number	██████████

Exit Strategy – Can you secure alternative funding or to have plans to scale down your proposal if required? (in no more than 300 words)

This initiative will be completed by April 2016 with Operation Encompass approach being adopted in all 4 local authority areas of Cleveland and integrated into the work of the North and South Tees MASH(s).

Section 4 – Meeting the Police and Crime Commissioners Objectives

Which of the following Police and Crime Plan objectives will your initiative contribute towards?

- ☐ Retaining and developing neighbourhood policing
- ☒ Delivering a better deal for victims and witnesses
- ☐ Diverting people from offending through rehabilitation
- ☒ Ensuring better links between agencies to make the best use of resources
- ☐ Valuing those who deliver community safety services and encouraging good community and industrial relations

Please summarise how the initiative(s) will contribute towards the above objectives (in no more than 300 words)

Delivering a better deal for victims and witnesses

The needs of children are easily overlooked during a domestic violence crisis. We know, however, from those agencies and groups that deal with the aftermath that the impact can be severe and long lasting if not acknowledged. This initiative will ensure that vital information about the wellbeing of the child is shared at a critical time and support is offered appropriate to the circumstances. This approach has been tested in other parts of the UK and has proved effective.

Ensuring better links between agencies to make the best use of resources

Providing information to schools about children in households where there has been evidence that DV has taken place is not currently undertaken. This approach provides a framework for agencies to share this vital information and the support and training for school staff to ensure safeguarding responsibilities are consistently met.

Section 5 – Performance Criteria

What are the expected outcomes and performance measurement criteria to be used (including as appropriate indicators and trend analysis).

Indicator/Trend (How the project will be monitored)	Outcome expected (How we will assess impact)
No. of DV incidents reported to the Police by District	Independent Evaluation by Teesside University (Funded by Innovation Fund) will report on: <ul style="list-style-type: none">• Quality of training• Stakeholders views on delivery and impact• Schools and family views on benefits and impact on children involved
No. of DV incidents where school age children in the household	
No. of reports forwarded to schools	
No. of children involved	
No. of schools signed up to Encompass	
No. of teachers and governors trained	

Section 6 – Governance, Reporting and Communications Plans

Please add details of your communications plan, showing how the initiative(s) will be communicated to stakeholders, service users and other partners (where appropriate). (in no more than 300 words)

- Stakeholders – development of Encompass and MASH will be reported on regularly at local Safeguarding Boards
- Parents – posters in schools will explain the Encompass approach and all parents will receive a letter reinforcing this
- Teaching staff and governors – training to be delivered
- Media launch in each district over next 12 months
- Police – all shifts will be briefed by Encompass project manager

Declaration

I certify that all the particulars given in the form are correct, that I agree with the Privacy note, and that any grant money received from Police and Crime Commissioner for Cleveland will be used for purposes stated in this form. The Police and Crime Commissioner for Cleveland reserves the right to reclaim any grant not used for the purposes stated on this form.

I understand that the grant applied for is for this financial year only and that any grant provided will not be provided on an ongoing basis in future years.

I agree to provide a report detailing the outcomes of this project/activity (a form will be sent out for completion at the relevant time) if our application is successful and will acknowledge the Police and Crime Commissioner in any publicity relating to the project.

Please tick here to accept the above declaration. ☒ X

Note: Your application will not be processed if this box is not checked.

Privacy Note

The information you have supplied in this form will be used to process your grant application. In order to make a decision on your application some of the de-personalised information provided may go into a public decision report. In addition your application form may be shared with third parties and partner agencies who may be involved in the decision making process or whom can verify specific facts within your application.

In addition we may be required to disclose information outside the Office of the Police and Crime Commissioner for Cleveland to help prevent fraud, or if required to by law.

We may not be able to process your application if you do not provide all the requested information.

Full grant applications will be retained for a maximum of 6 years (plus current year). Information will be retained on a database at the Office of the Police and Crime Commissioner for Cleveland for statistical and monitoring purposes.

Transparency/Open Data

If your application is successful, details of grants will be published on the Office of the Police and Crime Commissioner for Cleveland's website; www.cleveland.pcc.police.uk No personal information will be published.
