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COMISIYNYDD
HEDDLU A THROSEDDU
DYFED-POWYS
POLICE AND CRIME
COMMISSIONER

REPORT / SUMMARY DECISION SHEET

PURPOSE: COMMISSIONER DECISION

Timing: Urgent / Pressing / Routine
(Specify date required and why, where possible)

Title: Award of research to provide Directory of Services

Category of Decision / Business Area Impact: Commissioning

Executive Summary:

As part of the expenditure plan for the Victims' Funding awarded by the Ministry of Justice in 2013/14, a sum of £20,000 was allocated to 'Directory of Services and future website development'. This was intended to deliver a comprehensive directory of all services currently available to victims across the Dyfed Powys area and to incorporate the outcomes into the development of a dedicated victims' area of the OPCC website.

Attached at Appendix A is the specification that was drawn up to tender for the provision of the Directory of Services. A total of 13 submissions were received, which were evaluated and scored according to the criteria outlined in the specification. The chosen provider was Pleydell Smithyman, whose submission offered an excellent and comprehensive service that clearly met all the objectives and in some cases exceeded them. The total cost proposed was £6,420 and the project timetable outlined final delivery of the product by end of July 2014.

The specification for the website development has now been published and submissions are currently awaited in order to award this contract. The completed Directory of Services will form part of the development plan for the website, to be undertaken by the successful bidder.

The research undertaken to produce the Directory of Services will also deliver a needs based gap analysis of service provision. This will be used along with a number of other current pilot projects and research pieces to inform the commissioning of victims' services for 2015/16.

Recommendation:

That the Police and Crime Commissioner approve the award of a contract to provide a Directory of Victims' Services to Pleydell Smithyman Limited.

Police and Crime Commissioner for Dyfed-Powys

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the NOLAN Principles for Conduct in Public Life.

The above has my approval.

Signature:

C. R. Salomon

Date:

3/6/14



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Research to provide a directory of victims' services

Reference: DPPQ/13/02

Context

The Police and Crime Commissioner for Dyfed Powys acts as the voice of the public on policing and crime matters. The Commissioner is responsible for setting the strategic direction for policing within the force area. Dyfed Powys police force covers the counties of Carmarthenshire, Ceredigion, Pembrokeshire and Powys. It has a population of over 488,000, which is significantly boosted with tourists each year, and covers a land mass of over half of Wales.

The Force is geographically the largest police force in England and Wales; it has over 350 miles of coastline, many remote rural communities along with a number of relatively small centres of population that include Aberystwyth, Cardigan, Haverfordwest, Carmarthen and Brecon. The area stretches from St David's in the West across to Crickhowell in the East, up to Welshpool and Machynlleth in the North.

Key objectives of the research

1. To identify all services currently available to victims across Dyfed Powys
2. To identify on what basis services are provided i.e. statutory, voluntary or community provision
3. To provide a robust map of the network of services in the form of a pathway from point of referral through the system with all available options along the route (to be provided in an accessible format for future use)
4. To include points of contact for referral into all services and any criteria or cost associated with accessing the service
5. To identify any gaps in existing service provision
6. To identify potential duplication in existing service provision

Background

Following a Government consultation in 2012, Police and Crime Commissioners will in future be responsible for local commissioning of the majority of emotional and practical support services for victims of crime, currently provided by the voluntary, community and social enterprise sector. The bulk of the existing central government funding for victims and witnesses, currently £66 million each year plus a share of up to a further £50m to be raised from offenders, will be transferred to PCCs. This change in commissioning will commence in October 2014.

The Ministry of Justice's response to consultation on its paper "Getting it Right for Victims and Witnesses" confirms the introduction of an outcomes based commissioning framework was proposed based on the overarching outcomes of supporting victims to:

- (a) cope with the immediate impacts of crime and;
- (b) recover from the harm experienced.

The Office of the Police and Crime Commissioner is working to obtain a clear understanding of the needs of victims, along with the current situation regarding funding and service provision, in order to inform the development of a specification to competitively commission the most appropriate and targeted services.

As part of this, we intend to commission a piece of research to assist us in the provision of a comprehensive directory/map of services currently available for victims at all points of the criminal justice system across Dyfed Powys. This will inform the future accessibility of victims' services including the provision of a website / interactive online facility for victims.

Deliverables

- Delivery of a report summarising findings and outcomes related to the key delivery objectives outlined above.
- Provision of a directory of services including network/pathway map and details as outlined in objective 4 above (to be produced in a fully accessible format).

Budget

- Bids will be evaluated on a value for money basis.

Timescales

It is envisaged that the research will be delivered within a maximum 3 month period. However, we invite bidders to outline their proposed timescales for delivery within their submissions.

Content of bids

- Provide a detailed description of how you propose to meet the objectives and outcomes outlined above. This should include a description of your proposals relating to: what approach will be taken; how it will deliver the outcomes; timelines of the project and team involved in delivery (3 page limit)
- Provide a detailed breakdown of costs against delivery of the project (preferable format is via excel spreadsheet with narrative accompaniment if necessary)

Scoring criteria:

Overall weighting of the evaluation process is based on cost 60% and quality 40%.

The following will form the basis against which bids will be evaluated:

Criteria	Score out of	Weighting
Bid clearly demonstrates how the key objectives will be met	10	10%
Bid demonstrates a sound methodology in order to produce the deliverables	10	10%
Bid proposes acceptable timelines	10	10%
Bid proposes streamlined arrangements regarding who will deliver the work	10	10%
Service represents value for money	10	60%
Total	50	100%