

## SHEFFIELD CITY COUNCIL



## Individual Cabinet Member Report

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**Report of:** Jayne Ludlam

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**Report to:** Councillor Jackie Drayton, Cabinet Member, CYPF

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**Date:** 7<sup>th</sup> January, 2016

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**Subject:** Provision of a Victim Engagement and Support Service

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**Author of Report:** Joel Hanna tel: 2288578  
ext. 38578

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**Key Decision:** YES

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**Reason Key Decision:** Expenditure over £500,000\*  
Sub regional tender  
(Sheffield, Rotherham, Barnsley and Doncaster)

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**Summary:**

This report seeks approval from the Cabinet Member for Children, Young People and Families to agree to a sub-regional tender for the provision of a Victim Engagement and Support Service Contract for Sheffield, Rotherham, Barnsley and Doncaster's Youth Justice Services.

The Victim Engagement and Support Contract is to commission a Service Provider to deliver Victim Engagement and Support Services to the South Yorkshire Youth Justice Services with the aim of supporting victims of youth crime perpetrated by children and young people engaged by Sheffield, Rotherham, Barnsley and Doncaster's Youth Justice Services.

This Contract is currently being delivered by a Service Provider since October 2013 under a formal Contract which ends on the 30<sup>st</sup> April, 2016. The current Contract provides the service for Sheffield and Rotherham Youth Justice Services only.

However, Barnsley and Doncaster Youth Justice Services now also wish to be involved. It is proposed that Sheffield will be the Lead Purchaser and will contract manage the Contract on behalf of the region.

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### **Reasons for Recommendations:**

To support the development of a consistent service delivery and key services across the region that support the statutory requirements of the for youth justice teams. By the four service areas joining together in a single contract and in addition to ensuring best value for money and cost effectiveness, we will be better able to achieve a consistent and higher standard service throughout the region which is consistent with each service areas delivery plan as well as the South Yorkshire police and crime plan. There is a statutory requirement set out within the national standards for the delivery of youth justice services and subject to inspection and audit for the provision of restorative justice and victim services as set out within the contract.

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### **Recommendations:**

The Cabinet Member for Children Young People and Families is recommended to:

- a) Note the contents of this report and associated delivery expectations.
- b) Approve, subject to an Agreement being entered in to between the South Yorkshire Local Authorities regarding the funding for the Victim Engagement and Support Service, a sub-regional approach in which the Council acts as the lead authority.
- c) Approve the use of a competitive tender process to procure the sub-regional contract for a Victim Engagement and Support Service.
- d) Delegate authority to the Assistant Director Provider Services to enter into an agreement with the other South Yorkshire Local Authorities regarding the funding for the Victim Engagement and Support Service.
- e) Delegate authority to the Director of Commercial Services or their nominated representative, in consultation with the Director of Legal and Governance, to conduct the tender exercise, to accept a tender and to award the Contract for Victim Engagement and Support Service, subject to an Agreement being entered in to between the South Yorkshire Local Authorities regarding the funding for the service.

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**Background Papers:**      Equality Impact Assessment

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**Category of Report:**      **OPEN**

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**If CLOSED add 'Not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).'**

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\* Delete as appropriate

## Statutory and Council Policy Checklist

<b>Financial Implications</b>
YES/NO      Cleared by: Liz Gough
<b>Legal Implications</b>
YES/NO      Cleared by: Sarah Bennett/Neal Chatrath
<b>Equality of Opportunity Implications</b>
NO      Cleared by:
<b>Tackling Health Inequalities Implications</b>
YES/NO      Cleared by:
<b>Human Rights Implications</b>
YES/NO      Cleared by:
<b>Environmental and Sustainability implications</b>
YES/NO      Cleared by:
<b>Economic Impact</b>
YES/NO      Cleared by:
<b>Community Safety Implications</b>
YES/NO      Cleared by:
<b>Human Resources Implications</b>
YES/NO      Cleared by:
<b>Property Implications</b>
YES/NO      Cleared by:
<b>Area(s) Affected</b>
<b>Relevant Cabinet Portfolio Lead</b>
Cllr Jackie Drayton
<b>Relevant Scrutiny Committee</b>
Children, Young People and Families
<b>Is the item a matter which is reserved for approval by the City Council?</b>
NO
<b>Press Release</b>
NO

# **REPORT TO THE CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES**

## **VICTIM ENGAGEMENT SERVICE**

### **1.0 SUMMARY**

- 1.1 This report seeks approval from the Cabinet Member for Children, Young People and Families for a sub-regional tender exercise to be conducted for the provision of a Victim Engagement and Support Service for the Youth Justice Services within South Yorkshire.
- 1.2 The Victim Engagement and Support Contract is to commission a Service Provider to deliver Victim Engagement and Support Services to the South Yorkshire Youth Justice Services with the aim of supporting victims of youth crime perpetrated by children and young people engaged by Sheffield, Rotherham, Barnsley and Doncaster's Youth Justice Services.
- 1.3 This Contract is currently being delivered by a Service Provider since October 2013 under a formal Contract which ends on the 30<sup>st</sup> April, 2016. The current Contract provides the service for Sheffield and Rotherham Youth Justice Services only. However, Barnsley and Doncaster Youth Justice Services now also wish to be involved. It is proposed that Sheffield will be the Lead Purchaser and will contract manage the Contract on behalf of the region.

### **2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE**

- 2.1 To enable Sheffield City Council's Youth Justice Service to work alongside its partners, to work together to support victims of youth crime perpetrated by children and young people engaged by Sheffield, Rotherham, Barnsley and Doncaster's Youth Justice Services.
- 2.2 The category of victim for the purposes of this Contract, falls within two areas, those recognised as corporate victims (i.e. local businesses, services affected by Youth Crime, and personal victims i.e. individuals and/or families affected by youth crime.
  - 2.2.1 Putting things right and healing relationships, thereby giving high satisfaction to victims and reducing re-offending.
  - 2.2.2 Ensuring that those directly affected by crime are involved in the process and that their wishes are given careful consideration.
  - 2.2.3 Achieving positive outcomes for the victim, community and the Young Person.
  - 2.2.4 Victim Engagement and Support Service is an important part of the

work Youth Justice Services undertake with a young person and plays a leading role in their rehabilitation process.

### **3.0 OUTCOME AND SUSTAINABILITY**

3.1 Anticipated outcomes from the Service that will be funded will be:

- Ensure that all Services meet the requirements for working with victims as stated within the Victims code of Practice.
- Share information and resources to meet the needs of identified Victims of youth offending.
- Ensure that victim orientated systems and services are managed in accordance with the Youth Justice Service's (YJS) performance targets as specified within National Standards for Youth Justice Services 2012, Sheffield City Council, Rotherham Metropolitan Borough Council, Doncaster Children's Trust Services and Barnsley Metropolitan Borough Council's Data Management and Information Policies and all relevant statues relating to the storage and personal information.
- Provide an advocacy and support service for identified victims of youth crime and ensure that they are offered the opportunity to become involved in interventions where appropriate.
- Work in partnership with Youth Justice Services in Sheffield, Rotherham, Barnsley and Doncaster to ensure the following minimum Youth Justice Service Targets are achieved:
  - Victims details are kept securely
  - Victims are enabled to make informed choice about whether to participate in restorative justice processes
  - Victims are informed of progress in respect of the restorative justice interventions undertaken where appropriate
  - Victims levels of satisfaction are met
- This project will assist in helping young people to make amends for their actions, directly to the people and the communities their offence has affected.

### **4.0 MAIN BODY OF THE REPORT**

Including Legal, Financial and all other relevant implications (if any)

4.1 The principal aim of the Youth Justice System is to prevent offending by Children and Young People.

4.2 The National Standards for Youth Justice Services are set out by the Secretary of State for Justice on advice from the Youth Justice Board for England and Wales (YJB). These Standards apply to those organisations providing statutory Youth Justice Services.

- 4.3 Since October 2013, Sheffield and Rotherham has had a Contract with the current Service Provider to provide a Victim Engagement and Support Service to victims of youth crime perpetrated by children and young people engaged by the Sheffield, Rotherham, Barnsley and Doncaster's Youth Justice Services. This Contract is due to end on 30<sup>th</sup> April, 2016.
- 4.4 Following discussions between Sheffield, Rotherham, Barnsley and Doncaster Youth Justice Services, it has been decided that a full competitive tender exercise for a service to be provided across the region will be undertaken in compliance with the relevant provisions of the Public Contract Regulations 2015.
- 4.5 On advice from Commercial Services a "three year plus one" contract period has been suggested for the following reasons:
- this will attract more competition
  - a new provider may take up to a year to become established; and
  - more savings may be realised over a longer period.

It is therefore proposed that the new Contract is for the period 1<sup>st</sup> May, 2016 until 31<sup>st</sup> March, 2019 with the option to extend for a further year subject to funding availability.

Funding has been agreed by each Authority on the following basis:

Sheffield	£66,000	= (39%)
Rotherham	£30,000	= (18%)
Barnsley	£32,000	= (19%)
Doncaster	£43,000	= (25%)
<b>Total Contract value</b>	<b>=</b>	<b>£684,000 (4 years)</b>

- 4.6 Note these contribution rates are based on previous usage and previous contract values/requirements when authorities held individual contracts. In the context of the existing contract the Sheffield City Council contribution remains the same.
- 4.7 A clause will be included in the contract to ensure that if funding reduces or is withdrawn then the contract can be reviewed and contract variations put in place.
- 4.8 By adopting a sub-regional approach to tackling youth offending issues, learning and best practice can be applied across all four authorities and solutions can be adopted that ensure positive outcomes for children, young people and victims impacted by the offence.

#### **4.9 Legal Implications**

Part III of the Crime and Disorder Act 1998 (“the Act”) places a statutory responsibility on local authorities to establish a youth offending team (YOT) for their respective areas and ensure that it is adequately resourced to co-ordinate the provision of the range of activities defined as youth justice services in section 38(4) of the Act and to carry out functions within the local authority’s statutory youth justice plan. The Youth Justice Service is Sheffield’s YOT. Victim Support form part of this statutory duty.

The proposed competitive procurement process complies with Contract Standing Orders and the Public Contract Regulations 2015.

It has been agreed by the participating Local Authorities that Sheffield will be the Lead Authority. A financial contribution will be paid to Sheffield as the Authority who would be contract managing and monitoring this project on behalf of the region. Once the final contract value is known a written agreement will be entered in to.

#### **4.10 Equal Opportunities Implications**

Equalities Impact Assessment has been undertaken and approved by our equalities officer and will be maintained throughout the life of any Contract.

Contract Terms and Conditions determine that Service Providers shall address equality in Service Provider workforce to reflect ethnic make-up of service user base, address ethnic needs of offenders/Service Users. This is tested at Contract Management Reviews and monitoring.

#### **4.11 Tackling Health Inequalities Implications**

None

#### **4.12 Human Rights Implications**

None

#### **4.13 Environmental and Sustainability Implications**

Included in Tender etc.

#### **4.14 Economic Impact Implications**

None



#### **4.15 Community Safety Implications**

The Service is aimed at the victims of youth crime and youth anti-social behaviour and is consistent with the four areas community safety plans and the crime and policing plan.

#### **4.16 Human Resources Implications**

None.

#### **4.17 Property Implications**

None

### **5.0 ALTERNATIVE OPTIONS CONSIDERED**

5.1 The provision of this Service is a legislative requirement, and due consideration has been given to method of delivery including bringing the Service In house or running a Sheffield only tender.

5.2 It was determined that the most cost effective option would be a collective approach on the open, market through an open tender, this would maximise the interest and competition to return the most economically advantageous tender.

### **6.0 REASONS FOR RECOMMENDATIONS**

6.1 To support the development of a consistent service delivery and key services across the region that support the statutory requirements of the for youth justice teams. By the four service areas joining together in a single contract and in addition to ensuring best value for money and cost effectiveness, we will be better able to achieve a consistent and higher standard service throughout the region which is consistent with each service areas delivery plan as well as the South Yorkshire police and crime plan. There is a statutory requirement set out within the national standards for the delivery of youth justice services and subject to inspection and audit for the provision of restorative justice and victim services as set out within the contract.

### **7.0 REASONS FOR EXEMPTION (if a Closed report)**

7.1 Not applicable

## 8.0 RECOMMENDATIONS

8.1 The Cabinet Member for Children Young People and Families is recommended to:

- a) Note the contents of this report and associated delivery expectations.
- b) Approve, subject to an Agreement being entered in to between the South Yorkshire Local Authorities regarding the funding for the Victim Engagement and Support Service, a sub-regional approach in which the Council acts as the lead authority.
- c) Approve the use of a competitive tender process to procure the sub-regional contract for a Victim Engagement and Support Service.
- d) Delegate authority to the Assistant Director Provider Services to enter into an agreement with the other South Yorkshire Local Authorities regarding the funding for the Victim Engagement and Support Service.
- e) Delegate authority to the Director of Commercial Services or their nominated representative, in consultation with the Director of Legal and Governance, to conduct the tender exercise, to accept a tender and to award the Contract for Victim Engagement and Support Service, subject to an Agreement being entered in to between the South Yorkshire Local Authorities regarding the funding for the service.

Author	Joel Hanna
Job Title	Service Manager, Youth Justice Service Children, Young People & Families
Date	30 <sup>th</sup> November, 2015