



COMMUNITY JUSTICE SECURITY

## EXECUTIVE ORDER 0073

### Agreement for Community Grants with Northamptonshire Community Foundation

By the authority of the Police and Crime Commissioner as designated by the Police Reform and Social Responsibility Act 2011, and, by democratic mandate invested in me by the electorate of Northamptonshire, I have taken the following decisions:

To approve the £10,000 service contract with the Community Foundation for them to provide administration in support of community grants to a total of £90,000 in 2017/18

#### Equality, Diversity and Human Rights

An Equality Impact Assessment was undertaken during the development of proposals

#### Other Advice Taken

Advice was taken from the EMSCU during the process

**Stephen Mold**

NORTHAMPTONSHIRE POLICE AND CRIME COMMISSIONER

27 March 2017





COMMUNITY JUSTICE SECURITY

## Northamptonshire Police and Crime Commission

### Supporting Report to the Police and Crime Commissioner

|                       |   |
|-----------------------|---|
| <b>Date of Report</b> | 24 <sup>th</sup> March 2017                                     |
| <b>Subject</b>        | <b>Community Grants – Northamptonshire Community Foundation</b> |
| <b>Report Author</b>  | Helen Cook, Head of Involvement                                 |

#### 1. Purpose of Report

1.1 The purpose of this report is to set out an approach to providing small grants to organisations in the county to achieve the outcomes of the Police and Crime Plan.

#### 2. Decision(s) Recommended:

2.1 That the Police and Crime Commissioner for Northamptonshire formally agrees the decision to enter a service contract for £10,000 (incorporating the Police Property Fund and Proceeds of Crime Act money) to the Community Foundation who will act as the intermediary for the granting of community funds (£90,000 in 2017/18) on behalf of Northamptonshire Police and Crime Commission.

#### 3. Relevant background / Chronology of Key Events:

3.1 Over the last four years several approaches have been undertaken to grant funds to community organisations in Northamptonshire who aim to support the work of the Police and Crime Plan.

3.2 Following the decision in 2016 to dissolve the Office for Faith Based and Community Initiatives (OFBCI), a new approach is required for the PCC to grant funds to organisations. This approach needs to limit the administration time and costs for the OPCC in order to deliver the best possible outcomes for the public.

3.3 The Community Foundation has a strong history within the county acting as the intermediary for public funds with the voluntary and community sector. The reporting and evaluation of outcomes by the Community Foundation to public bodies and investors builds a robust evidence base with sustainable outcomes for the public of

Northamptonshire.

3.4 The Community Foundation also supports other organisations and granting arrangements in the county, notably the High Sheriff and Northamptonshire County Council.

#### 4. Consultation:

4.1 The PCC has spoken with the Chief Constable in relation to the allocation of funds via the Community Foundation.

4.2 Other local partners who grant funds to the Community Foundation were also consulted as part of research into this approach.

#### 5. Compliance Issues:

5.1 Is this a decision of 'significant public interest?'

5.1.1 The total amount of £100,000 (£10,000 administration, £90,000 for granting) and the fact that the fund is being set up to directly grant to community groups mean that this is a decision of significant public interest.

5.2 Is the recommended decision consistent with the priorities set out in the Northamptonshire Police and Crime Plan 2014/17?

5.2.1 The criteria for the award of grants via Northamptonshire Community Foundation have been created from the Police and Crime Plan objectives for Northamptonshire. £100,000 will be used for:

|                             |   |
|-----------------------------|---|
| Keeping the Young Safe      | Child Exploitation  |
|                             | Early Intervention  |
|                             | Online Safety   |
| Putting Victims First       | Supporting Victims and Witnesses to cope recover and thrive including victims of :<br>Domestic Abuse<br>Sexual Violence<br>Modern day slavery and human trafficking |
| Protecting People from Harm | Preventing domestic abuse   |
|                             | Preventing sexual violence  |
|                             | Initiatives to support and prevent Drug and alcohol abuse   |
|                             | Initiatives to tackle cyber-enabled crime   |
|                             | Mental Health Initiatives   |
| Community Partnerships      | Increasing visibility   |

### 5.3 What are the financial and procurement implications of this decision?

5.3.1 Advice has been sought from procurement (EMSCU). They have confirmed that this is a service contract for £10,000 per annum with £90,000 as a throughput for grant making. It therefore falls below EMSCU thresholds.

5.3.2 They have also confirmed as the Community Foundation are recognised as being the main provider of this type of service in the county and because of the links they already have with the community, that this is a cost effective and appropriate route to go down without the need to seek alternative suppliers.

5.3.3 £100,000 will be provided in total to the Community Foundation. 10% of the amount will be used by the Foundation for administration of the grant costs and to evaluate the impact of the initiatives funded. Given the time and effort and additional benefit of being able to draw other pots of funding to worthy initiatives through the Community Foundation this is considered good value for money.

5.3.4 As stated above, £100,000 will be for delivering on a range of areas of the Police and Crime Plan. This funding will be drawn from the Police Property Fund and Proceeds of Crime Act with the PCC funding any additional amount required to reach the £100,000 budget

### 5.4 Will further decisions be required?

5.4.1 No further decisions are anticipated at this time.

### 5.5 Legal Implications

5.5.1 EMSCU have ensured that legal have been involved as required. The contract put in place has been developed as a template by legal.

### 5.6 Risk Management

5.6.1 The main risk was of procurement challenge but procurement have confirmed that this is low risk and not likely to be challenged.

5.6.2 The risk of underspend on the grant by the recipient is managed by the OPCC with the Community Foundation to ensure that all investment delivers what is expected.

### 5.7 Has an Equality Impact Assessment been undertaken?

5.7.1 Yes and it is available as an appendix

## 6. Evaluation of alternative option(s):

6.1 The administration of grants directly by the OPCC has been considered and discounted due to lack of OPCC resources and the expertise offered by Northamptonshire Community Foundation. It would cost more for the OPCC to administer this 'in-house' than this arrangement. In addition this arrangement offers a level of independence to grant funding decisions.

**7. List of background reports used to compile this report:**

7.1 Impact review document Community Foundation  
[http://www.ncf.uk.com/Upload/file/NCF%20YEARBOOK%202015\(1\).pdf](http://www.ncf.uk.com/Upload/file/NCF%20YEARBOOK%202015(1).pdf)

7.2 Cost Endowment Flow through- Community Foundation  
 W:\PCC\Justice\Grants – Awards

7.3 The contract agreement with the Community Foundation

**8. List of appendices accompanying this report (if any):**

None

**9. Approvals**

|   |     | Date    |
|---|-----|---------|
| Has this report been approved by the author's line manager?<br><b>Paul Bullen</b> | Y   | 24/3/16 |
| Has this report been approved by the Chief Executive?<br><b>Martin Scoble</b>     | Y/N |         |









COMMUNITY JUSTICE SECURITY

## Initial Equality Impact Assessment

|                            |  |
|----------------------------|--|
| <b>Title of Initiative</b> | Making Northamptonshire Safer Communities Fund |
| <b>Date</b>                | 20/12/16                                       |

The Equality Act 2010 places duties on all public sector organizations, including the Office of the Police and Crime Commissioner, to have 'Due Regard' to:

- The elimination of discrimination, harassment and victimisation
- The advancement of equality of opportunity between and for different groups of protected characteristics
- The fostering of good relations between and for different groups of protected characteristics

This EqIA is essential to enable you to analyse impacts of equality for any police, practice or function, whether new or altered. In addition it enables consideration of opportunities to advance equality.

The 'Protected characteristics' we must consider in terms of the above duties are referred to in the Equality Act 2010 'Public Sector Equality Duty' and are:

- Sex
- Gender reassignment (i.e. transgender individuals),
- Age (young and old),
- Disability (mental, and physical)
- Race and ethnicity,
- Sexual orientation (heterosexuality, homosexuality, etc)
- Religion or belief (including no belief)
- Pregnancy and Maternity
- Marriage and Civil Partnership *Only applies to the first aim of the Public Sector Equality Duty above*

**NOTE: This initial equality impact assessment is at programme level and provides an overview of the impact of change, individual equality impact assessments will be undertaken at project level once agreed**

**1. Who is responsible for equality analysis?**

|   |   |
|---|---|
| <b>Is this a new or existing policy, practice, service or function?</b> | Previously we have distributed community grants through our Office of Faith Based Initiatives however since it easing there has been no formal process of how community grants are distributed. |
| <b>Assessment produced by:</b>  | Helen Cook  |

**2. Details of policy, practice, service or function**

|   |  |
|---|--|
| <b>What are the aims and objectives of the policy, practice or function?</b><br><i>If this EqIA is assessing the impact of a proposed change please describe the aims of the proposed change.</i> | <ol style="list-style-type: none"> <li>1. To deliver meaningful community grants that deliver against specified areas of the Police and Crime Plan</li> <li>2. For the Northamptonshire Community Foundation to manage the whole grant making process from initiation of bids to award of grant and on to monitoring of delivery of outcomes.</li> <li>3. To enable the PCC investment to be used to lever additional match funding from other sources of funding to increase the delivery of initiatives to make Northamptonshire safer.</li> </ol> |
| <b>Who is intended to benefit from this proposal policy, practice or function?</b>  | Communities across Northamptonshire  |
| <b>Who are the main stakeholders in relation to the proposed</b>  | Community groups, partner organisations, voluntary and not   |

|   |   |
|---|---|
| <p><b>policy/service/function? (Partners, Community Groups, Commissioned Services etc)</b></p> <p><b>Who implements the proposed Policy/Service/Function and is responsible for it?</b></p> | <p>for profit organisations</p> <p>Northamptonshire Police and Crime Commission through its Head of Involvement &amp; Communication is responsible for the funding, and Northamptonshire Community Foundation will manage the process from initiation of bids to award of grant and on to monitoring of delivery of outcomes.</p> |
|---|---|

**3. Data, Consultation, Feedback and Analysis**

| <p><b>Source</b><br/><i>e.g. surveys, performance information, consultation etc</i></p> | <p><b>Reasons for using</b></p>   |
|---|---|
| <p>Consultation on the draft police and crime plan 2016</p>                             | <p>15% of adults, 9% of young people and 22% of police agreed with the priority Building support structures and capability within communities to empower them to make changes for themselves. An example of a comment in relation to this was "Give local areas more responsibility /accountability to funding, to focus on local issues that are causing most damage to communities"</p> |
|   |   |
|   |   |
|   |   |

**In response to the information above, please state whether there are concerns or evidence that the policy/ procedure/ function could have a specific impact on people from the following groups?**

|   |  |  |
|---|--|--|
| <p>Based on the above information, what impact will this proposal have on the following groups?</p> | <p>Can the policy/procedure/function be altered to help mitigate</p> | <p>Can the policy/procedure/function be altered to help meet</p> |
|---|--|--|

|                                   | Positive                            | Negative                 | Neutral                             | Unsure                              | or alleviate a negative impact? |    |        | our Public Sector Equality Duty to advance equality? |    |        |
|-----------------------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|---------------------------------|----|--------|--|----|--------|
|                                   |                                     |                          |                                     |                                     | Yes                             | No | Unsure | Yes  | No | Unsure |
| Sex                               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Gender Reassignment               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Age                               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Disability                        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Race & Ethnicity                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Sexual Orientation                | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Religion or Belief (or No Belief) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Pregnancy & Maternity             | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Human Rights                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |                                 |    |        |  |    |        |
| Other Groups                      | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |                                 |    |        |  |    |        |

**Are there any gaps in information and understanding of your policy and services? If yes please include how you intend to fill these gaps in the Action Planning section.**

| Gaps in data/ understanding |   |
|-----------------------------|---|
|                             | <p>Community grants are being directly linked to priorities within our police and crime plan to ensure alignment.</p> <p>Distributing grants through the Community Foundation will reach and benefit more communities throughout the county with a greater range of demographics.</p> <p>Grant funding will be more robust as the community Foundation agree grants through an independent panel of volunteers.</p> |

**4. Action Planning**

Analysing equalities should be a continuous process. Where a full assessment is not required, but minor changes or amendments to the planned proposal can be made, please use the action plan template below.

| Planned Actions  | Responsibility           | Timeframe                    | Success Measure   |
|--|--------------------------|------------------------------|---|
| To agree a grant agreement with the Community foundation to distribute our community grants  | Helen Cook               | January 2017                 | Grants meet the police and crime plan priorities and are from a range of communities and demographics and locations across Northamptonshire |
| The OPCC will ensure that the Community foundation send a quarterly report to the OPCC, and a bi-annual impact report so that we can be reassured that the grants process is reaching communities across Northamptonshire and meeting the priorities set out in the police and crime plan. | The Community Foundation | From January 2017-March 2018 | Grants meet the police and crime plan priorities and are from a range of communities and demographics and locations across Northamptonshire |

**Do stakeholders agree with your findings and proposed response?**

Initial feedback is positive from stakeholders that they will have a clear pathway through to the OPCC community grants process, and are reassured about the independence of the Community Foundation

*Is there is evidence of a disproportionate adverse or positive impact on any groups of protected characteristic?  
 Are there concerns that there may be an impact that cannot be easily mitigated or alleviated through minor alterations?  
 Is there an opportunity to significantly alter your proposal to meet the positive duties?*

*If yes to any of the above then you must answer **YES** unless you can provide strong justification below.*

Yes  No

**Explain your reasons for your answer:**

**6. Review**

Review Date

July 2017



COMMUNITY JUSTICE SECURITY

**Full Equality Impact Assessment**

This is a Full Equality Impact Assessment. It is intended to expand and build upon the material within the initial assessment.

**7. Based on your analysis in the initial form, please explain in more detail the impact**

|                                   | Impact Identified through initial assessment | Does the impact disproportionately affect any of the listed groups? | How can the policy be changed for certain groups to help meet our positive duties, or mitigate adverse impacts? | What consultation/ Involvement is planned to fully investigate the impact and solutions for mitigation? |
|-----------------------------------|--|---|---|---|
| Sex                               |  |   |   |   |
| Gender Reassignment               |  |   |   |   |
| Age                               |  |   |   |   |
| Disability                        |  |   |   |   |
| Race & Ethnicity                  |  |   |   |   |
| Sexual Orientation                |  |   |   |   |
| Religion or Belief (or No Belief) |  |   |   |   |
| Pregnancy & Maternity             |  |   |   |   |
| Human Rights                      |  |   |   |   |
| Other Groups                      |  |   |   |   |

**8. Full Assessment Action Plan**

Please outline how you will respond to the challenges and opportunities that you have identified above

| <b>Action Plan</b>           |                |                       |                  |                                      |
|------------------------------|----------------|-----------------------|------------------|--------------------------------------|
| <b>Challenge/Opportunity</b> | <b>Actions</b> | <b>Responsibility</b> | <b>Timeframe</b> | <b>Evidence and success measures</b> |
|                              |                |                       |                  |                                      |
|                              |                |                       |                  |                                      |
|                              |                |                       |                  |                                      |
|                              |                |                       |                  |                                      |
|                              |                |                       |                  |                                      |
|                              |                |                       |                  |                                      |
|                              |                |                       |                  |                                      |

**9. Full Assessment Authorisation**

All Equality Impact Assessments must be signed off by the Police and Crime Commission's Monitoring Officer before publication. Signing off means that the Monitoring Officer will need to satisfy themselves that:

- You have consulted and involved stakeholders from each group
- You have gathered all relevant evidence
- You have an action plan

|   |  |
|---|--|
| <b>Full EqIA completed by:</b>                |  |
| <b>Signature of PCC's Monitoring Officer:</b> |  |
| <b>Date</b>                                   |  |
| <b>Review Date</b>                            |  |