

Decision Note – Restorative Justice Service



REQUEST FOR DECISION BY THE STAFFORDSHIRE COMMISSIONER

	Policing:	Crime:	Fire & Rescue:
This decision relates to:		X	

APPROVAL (for completion by Staffordshire Commissioner only)

Rationale for approval

STAFFORDSHIRE COMMISSIONER

Signature

Date 22.11.2024

Date decision required by: 18th November 2024

If an urgent approval is required, please state reasons: There is a necessity for the standstill letters to be sent as soon as possible so that the Procurement Lead can start the contract paperwork, given there are a number of services commencing on the 1st April 25.


For completion by Staffordshire Commissioner's Office only:-

Decision Number: SCP/D/202425/009

Date Received: 22 November 2024

	Yes	No
Has the required decision been considered under the guidance of the Staffordshire Commissioner's Decision-Making Policy?	X	
Has the required decision been deemed to be a Key Decision as defined within the Staffordshire Commissioner's Decision-Making Policy?	X	
Who is empowered to make the required decision?		
Staffordshire Commissioner		

Title	Contract Award – Restorative Justice Service
<p>Summary:</p> <p>This report seeks to obtain approval for the award of the Restorative Justice (RJ) Service following a successful tender exercise.</p> <p>The RJ service will operate against a locally defined specification and the Victims' Code of Practice (which defines victims are provided with RJ-related information, including how they can take part in it). It will provide timely and appropriate victim-led restorative interventions before court proceedings, following a court appearance and at the post sentence stage to ensure the delivery of a free, consistent and reliable range of RJ interventions to victims of crime across all stages of the criminal justice process.</p> <p>The RJ service will guide and support victims to access the very best help available to cope and recover from the harm caused by criminal conduct as well as support the reduction in re-offending.</p> <p>The service, covering Staffordshire and Stoke-on-Trent, will commence 1st April 2025 for a period of 2 years with relevant clauses allowing for an agreed extension of up to a further 2 x 12month periods.</p> <p>The total contract value for the 4year term is ██████████ plus a non-recurrent mobilisation cost of ██████████</p>	

Recommendation:	
To award the Restorative Justice Service to Victim Support	
Chief Executive	
I hereby approve the recommendation for consideration.	
Signature	Date 22/11/2024
	

REPORT AND ADVICE TO THE STAFFORDSHIRE COMMISSIONER

1. Introduction and background

The RJ service has been operating across the County since 2016, forming an integral part of the Victim Gateway Service. It is currently delivered by Citizens Advice Bureau Staffordshire North and Stoke-on-Trent (CAB) and funded by the PFCC via the Ministry of Justice Victim Grant.

Following the Victim & Witness Needs Assessment in 2021 and the refresh in 2024 the RJ Service was re-commissioned again to continue to provide a free, effective, high quality service across Staffordshire and Stoke-on-Trent, which will help victims cope and recover and live fulfilling, independent lives. This Needs Assessment provided an up-to-date picture of victims and witnesses, both locally and nationally as well as considering a range of factors such as types and levels of need, services available and gaps in service provision.

Following discussions between the OPFCC and stakeholders during the engagement event it has been acknowledged that in order to broaden supplier interest and attract those specialist suppliers of RJ, RJ needs to be tendered in its own right.

The re-commissioning exercise therefore commenced in 2024 with support from key partners. The exercise included market engagement events, a locally designed service specification and a clear and transparent competitive process as well as ensuring that quality and financial requirements had been met. A panel was established made up of key representatives from the OPFCC, Procurement, Probation and the Police, who directed and maintained oversight of the re-commissioning exercise.

The service will provide a range of free, victim-led restorative justice interventions to victims to help them recover from the crime and the harm they have experienced. It will also engage with offenders who wish to take part in restorative justice practices, to help them understand the impact of their behaviour and to assist desistence of offending. It will be accessible in a variety of ways, acting in the interest of the victim at all times, provided without discrimination and available irrespective of residence status, citizenship, or nationality. The RJ service will also deliver training and awareness for professionals and awareness raising in the community.

A guide bid price was included in the tender of ██████ per annum (excludes a one-off mobilisation budget of ██████) over the life of the contract.

2 bids were received; one from Remedi and one from Victim Support. The current incumbent (CAB) did not tender for the service. Unfortunately, Remedi submitted a non-compliant bid and so following legal advice had to be excluded from the process. Based on Victim Support's submission, and the agreed evaluation criteria, Victim Support were identified as the preferred provider. The total bid price submitted by them was ██████ (plus a one-off mobilisation cost of ██████ for the life of the contract. Compared with the advertised estimated service cost, the submitted bid provides a total saving of ██████

2. Issues for consideration

The proposed recommendation will ensure that the service is maintained, improved and statutory obligations are fulfilled. Monitoring and the evaluation of the service will continue to ensure a high-quality service is delivered and built upon. The force RJ lead will support this process.

Albeit the police, probation and other partners have offered their full support to reinvigorate RJ there is still a risk that key partners could disengage at some point during service delivery. This has been mitigated by reducing the 'term' of the service as well as offering 2 x 12mth extensions rather than 2 years.

3. What other options have been considered?

There are no other options for consideration.

4. Consultation and Engagement undertaken

A Victim & Witness Needs Assessment refresh was undertaken in 2024, which provides an up-to-date picture of victim and witnesses both nationally and locally.

An engagement session was held with the current service provider.

Two market engagement events took place for prospective bidders and stakeholders.

RJ specifications and investments have been sought from other PCCs to enable comparisons to be made on service options and benchmarking.

Report Implications

5. Monitoring Officer comments:

A robust business case underpins this decision, and compliant procurement process has been followed.

Signature _____ Date 22/11/2024



6. Section 151 Officer comments:

The total bid price submitted by winning bidder was ██████ (plus a one-off mobilisation cost of ██████ for the life of the contract, and is budgeted for within the SCO budget. Compared with the advertised estimated service cost, the submitted bid provides a total saving of ██████

Signature  Date 22nd November 2024

	Yes	No
Has legal advice (outside of that provided by the Monitoring Officer) been sought on the content of this report?	X	

7. Legal Comments:
 Legal services have been engaged throughout the re-commissioning exercise. Legal advice has also been sought with regard to the non-compliant tender submission.

8. Risks - please give the details of any operational or strategic risks that are affected by this decision (add risk reference number and title below)


9. Equality Comments – please attach the completed EIA
 The service is available to victims regardless of their, disability, race, religion or belief, sex, sexual orientation and transgender.
 The service provider will undertake campaigns to engage and raise awareness of hard to reach groups, including improving partner and self-referral pathways; making the service more accessible.

10. Background/supporting paper
 Victim & Witness Needs Assessment Refresh 2024.
 Provider and Stakeholder engagement feedback.
 Service Specification 2024.
 RJ Business Case.

Please answer the following questions	Yes	No
11. Public access to information?		X
12. Does this decision involve the processing of personal data? (If yes please attach a completed Data Impact Assessment)		X
13. Is the publication of this form to be deferred? (If yes approx. how long?)		X

<p>14. Does this form contain commercial or operationally sensitive information which is to be redacted?</p>	<p>X</p>	
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15. ORIGINATING OFFICER DECLARATION:

<p>Author</p>	<p>Nicky Jolley</p>
<p>Signed</p>	
<p>Date</p>	<p>13.11.24</p>

The purpose of this EIA is to ensure you consider any equality issues as part of your decision making when developing / reviewing your policy / procedure.

Please complete the sections below and send to the Staffordshire Commissioner's Office to be quality assured. New / revised policies cannot be published on the policy database until the EIA has passed the quality assurance process.

Title of policy/procedure:	Restorative Justice Service Award
Department:	Commissioning and Partnerships Team, OPFCC
Date:	15 th November 2024

1. Identify the aims and purpose of the policy

To approve the award for the recently re-commissioned Restorative Justice (RJ) Service.

The RJ service will operate against a locally defined specification and the Victims' Code of Practice. It will provide timely and appropriate victim-led restorative interventions before court proceedings, following a court appearance and at the post sentence stage to ensure the delivery of a free, consistent and reliable range of RJ interventions to victims of crime across all stages of the criminal justice process. The RJ service will guide and support victims to access the very best help available to cope and recover from the harm caused by criminal conduct as well as support the reduction in re-offending.

2. Identify the individuals and organisations who are likely to have an interest in, or be affected by the policy.

Victim Support
Citizens Advice Bureau
Staffordshire Police
HMPPS
Victims of crime
Witness Service

3. Data

- In the financial year 2022/23 Staffordshire Police recorded a total of 97,980 crimes, a rate of 85.5 per 1,000 population.
 - 86% were victim based
 - 14% were crimes against society
- Over the last 5 years overall crime has increased by 15% (n=13,070), victim-based crimes by 10% (n=7,944) and other crimes against society by 58% (n=5,126) in Staffordshire.
- Victim-based crimes are not equally distributed across Staffordshire and Stoke-on-Trent. Stoke-on-Trent consistently has the highest rates of crime.
- During 2023/24 Staffordshire Police recorded 51,539 individuals who were the victim of a crime. This figure is a 26% increase on the figures from 2019/20 where 40,994 individuals were victims of a recorded crime.
- Over half of victims were victims of violent crime 52%, this was by far the largest category. A further 10% were victims of theft, 9% of arson and criminal damage and 8% were victims of vehicle crime.

3.1 Age

This policy will not discriminate against age. The service is available to any victim regardless of their age.

3.2 Disability

This policy will not discriminate against disability. The service is available to any victim regardless of their disability.

3.3 Race

This policy will not discriminate against race. The service is available to any victim regardless of their race.

3.4 Religion or Belief

This policy will not discriminate against religion or belief. The service is available to any victim regardless of their religion or belief.

3.5 Sex

This policy will not discriminate against sex. The service is available to any victim regardless of their sex.

3.6 Sexual Orientation

This policy will not discriminate against sexual orientation. The service is available to any victim regardless of their sexual orientation.

3.7 Transgender

This policy will not discriminate against transgender. The service is available to any transgender victim.

4. Research

Summarise the findings of any research you have considered regarding this policy for all or any of the protected groups. This could include information you have obtained from other sources e.g. Home Office.

The data detailed in sections 4.1 to 4.7 has been taken from the Victim & Witness Needs Assessment 2024 and relates to the reporting period 2023/24.

4.1 Age

- The largest proportion of recorded victims in Staffordshire are made up of those aged 30 to 39 (22%) while those aged 18 to 39 account for 43% of all victims. This is almost double the size of this age cohort in the actual population for Staffordshire (as identified in the most recent population estimates) where 26% of the population are aged 18 to 39. Overall, the average age of all victims of crime is 38.

4.2 Disability

There is no data to support this group, however, this service will be available to any victim regardless of their disability.

4.3 Race

- Staffordshire police data shows that around 11% of victims belong to Black, Asian, and Minority Ethnic groups compared with 9% in the Census data for 2021 for the force-area population.

4.4 Religion or Belief

There is no data to support this group, however, this service will be available to any victim regardless of their religion or belief.

4.5 Sex

- Females represent 52% and males represent 47% of all local crimes. While around 52% of all local crimes involve a female victim, this increases to 60% for violent offences (other) to 83% for sexual offences.

4.6 Sexual Orientation

There is no data to support this group, however, this service will be available to any victim, family member and significant other regardless of their sexual orientation.

4.7 Transgender

There is no data to support this group, however, this service will be available to any transgender victim.

5. Consultation

The following consultation exercises were undertaken to inform the procurement exercise, in particular the development of the service specification:

- A Victim & Witness Needs Assessment refresh was undertaken in 2024, which provides an up-to-date picture of victim and witnesses both nationally and locally.
- An engagement session was held with the current service provider.
- Two market engagement events took place for prospective bidders and stakeholders.
- RJ specifications and investments have been sought from other PCCs to enable comparisons to be made on service options and benchmarking.

5.1 Age

see above

5.2 Disability

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5.3 Race

See above

5.4 Religion or Belief

See above

5.5 Sex

See above

5.6 Sexual Orientation

See above

5.7 Transgender

See above

6. Conclusions

This project will not have an adverse impact on any of the equality strands and is available to all victims of crime.

They will be sensitive to diversity; support individuals of all genders, ages, ethnicity and sexual orientation, religion or beliefs, languages or those with a disability and all literacy levels regardless of residence status / citizenship.

6.1 Age

See conclusions

6.2 Disability

See conclusions

6.3 Race

See conclusions

6.4 Religion or Belief

See conclusions

6.5 Sex

See conclusions

6.6 Sexual Orientation

See conclusions

6.7 Transgender

See conclusions

7. Decisions

If the policy will have a negative impact on members of one or more of the protected groups, explain how the policy will change or why it is to continue in the same way.

If no changes are proposed, the policy needs to be objectively justified.

No negative impact expected.

8. Monitoring arrangements

If the policy is new what consideration has been given to piloting the policy?

If monitoring is not already in place what arrangements have been made to monitor the effects of the policy on equality and diversity?

This is not a new service. It will continue to support the PFCCs drive to improve services and responses to victims of crime. Contract management and performance monitoring will continue to be overseen by the OPFCC.

This equality impact assessment will be published on the OPFCC website.

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