

## London Crime Prevention Fund - Guidance for submitting proposals for spend

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## 1. Background of the London Crime Prevention Fund

The London Crime Prevention Fund (LCPF) was established in 2013, bringing together a number of funding streams that had existed before MOPAC was set up. The fund ran from 2013/14 to 2016/17 in line with the Police and Crime Plan. These arrangements ended in March 2017.

In 2016, the Deputy Mayor for Policing and Crime made a commitment to sustain the LCPF budget at £72m for a further four years (2017/18 to 2020/21), despite cuts to the overall policing budget. It was outlined in that decision that the fund would be split between direct borough funding and the co-commissioning fund, with direct funding allocated by a need and demand formula. It was also outlined that a further DMPC decision would be made in 2018/19 to review the funding formula and finalise the allocations for 2019/20 and 2020/21.

The crime landscape in London has changed recently, with a particular increase in violence and youth offending. It is imperative that funds are allocated to those areas with the greatest need and demand, whilst not destabilising local services which are tackling these priority issues. As such, the new decision has made an additional £1.1m available to maintain all increases in allocation as a result of updating the funding formula, whilst removing all reductions, as compared to the previous funding formula allocations (in 2018/19), so that no borough sees a reduction in anticipated funding.

## 2. Principles underlying the new approach

The approach in years 3 and 4 of the fund will be very similar to the previous two financial years. It is intended that Local Authorities can continue to target commissioned services on local priorities. It is also intended to provide a fairer allocation of resources in recognition that London is changing both in terms of demand and need. This will also enable a focus on prevention as well as intervention and enforcement.

The key elements of this approach include the following:

- **Two year funding commitment** - enabling services to be commissioned over two 2 year funding cycle. Funding allocations for this next cycle are guaranteed to the Local Authority and will not change; irrespective of the funding amounts in the yearly main policing grant. Local Authorities will also benefit from the fact that funding can be apportioned within the two period, regardless of yearly allocation. Underspend from year 3 can be carried over into year 2 on request, but no underspend can be carried over between two year cycles.
- **Performance reviews** – Invoicing will continue to be quarterly in arrears so boroughs will continue to be expected to provide information on spend on a quarterly basis. There will then be yearly reviews of the projects/programmes impact against what you agreed to deliver and the relevant area of the Police and Crime Plan

performance framework. The process will remain very similar to previous years, but the financial and performance management will be centralised within MOPAC, rather than feeding through SPOCs.

### 3. The process for submitting proposals for spend

Local Authorities are not asked to bid for their direct borough funding. The funding levels for each Local Authority are fixed for financial years 2019/20 and 2020/21 and can be found in the Appendix A of the Deputy Mayor's decision.

In order to access this funding Local Authorities must provide details of their anticipated uses for the funding on a Proposal for Spend form, subscribe to the relevant minimum standards, and agree to comply with the funding conditions which are to be set out in their grant agreements.

The Proposal for Spend form is an Excel workbook with seven worksheets including:

#### 3.1 Contact details & outcomes

Please select your borough from the drop down menu then complete the contact details section for the key contact at your Local Authority for LCPF matters. Then provide up to five outcomes you expect this funding to deliver. Please ensure the outcomes are SMART and you are able to report against them. Performance of these projects will be monitored using the Police and Crime Plan performance framework. Local Authorities will not be asked to provide a quarterly update on the performance against these outcomes; however, they may form part of the annual review process.

#### 3.2 Programme/Project/Activity proposal (x5)

There are five worksheets to provide details of five programmes, projects, or activities you intend to utilise this funding for. There is no expectation that all five worksheets should be used. We ask that you please group similar projects and activities where sensible (e.g. all gang prevention, intervention, and enforcement proposals on one worksheet).

Please categorise each proposal by one **primary Police and Crime Plan priority areas** and if necessary a **secondary priority area**. For example, substance misuse services for women involved in prostitution as part of a wider programme of work would have VAWG as a primary priority area and wider criminal justice as secondary. The five priorities include:

1. Neighbourhood policing
2. Children and young people
3. Violence against women and girls
4. Hate crime and extremism
5. Wider criminal justice system

Please then provide an appropriate **title** for the project/programme and provide its **anticipated spend** over two years. In the description box provide a concise explanation of what the service entails and its deliverables/outputs. As this is not a bidding process, please do not go into detail on the rationale for this commissioning decision unless it supports our understanding of what the service will deliver.

The **VCS and match funding** questions are intended to support MOPAC's strategic oversight of LCPF-funded services, providing a clear picture of the true cost of delivery and supporting MOPAC to identify any potential double funding that could result from regional and sub-regional commissioning.

In the **transitional arrangements** section please set out what the planned changes are to services currently funded by the LCPF, particularly any projects you intend to decommission.

There are general and priority-specific **minimum standards** which Local Authorities are asked to subscribe to as requirement of utilising this funding. The minimum standards are regional and national guidelines, MOPAC require funding to align with these. There is recognition that not all commissioned services will be in an immediate position to meet minimum standards for a number of reasons. Those services are not precluded from using LCPF funding; we do ask that you provide an explanation as to why it's not immediately possible for the commissioned service to achieve the relevant minimum standard at this time. For a description of the types of services which fall under each priority and the minimum standards please see section four below.

### 3.3 Summary of proposals

After providing details of your intended uses for the funding on the project/programme worksheets please review the summary of proposed spend and agree to the statement of compliance before submitting their proposals. The funding criteria in the statement of compliance are conditions of funding that will form part of the grant agreement. Please see section six for more details on the conditions of funding.

## 4. Police and Crime Plan priority areas and minimum standards

Please find below an explanation of the priority areas stemming from the draft Police and Crime Plan, examples of activities that fall under each priority, and the relevant minimum standards.

### 4.1 Neighbourhood policing

Projects which involve the community and/or seek to improve the quality of the service received from contacting/interacting with the police would fall under this priority.

Examples of activities covered by this area:

- Services addressing anti-social behaviour
- Community engagement activities
- Awareness raising initiatives including crime prevention advice
- Activities which support the work of the police

The minimum standards include:

- Projects should utilise local community involvement and engagement, preferably narrowing the gap on confidence and trust within specific cohorts of the community.

Please note this funding **cannot** be used to fund the Metropolitan police or buy police officers.

#### 4.2 Children and young people

Projects/programmes under this category should seek to provide stronger protections of children at risk of harm, including child sex exploitation, and reducing youth offending. This would involve interventions involving schools, local authorities and youth services to prevent young people from being drawn into trouble to begin with, particularly serious youth violence including knife crime and gang-related crime.

Examples of activities covered by this priority area:

- Activities aimed at preventing child sexual exploitation and abuse or supporting victims
- Services for young people who have or are at risk of offending
- Services which support young offenders transitioning into the adult criminal justice system (young people up to 24 years old).
- Gang intervention work
- Services addressing serious youth violence like anti-knife crime initiatives

The minimum standards include:

- Projects should make use of the Early Intervention Foundations Commissioning Mentoring Programme Checklist <http://www.eif.org.uk/publication/preventing-gang-involvement-and-youth-violence-advice-for-commissioning-mentoring-programmes/>
- All frontline staff must be CRB checked, including externally commissioned providers.
- Projects should explore opportunities recruit ex-offenders who can act as peer mentors to service users.
- Young people should be involved, where possible, in the design and development of services.

#### 4.3 Violence Against Women and Girls (VAWG)

Project/programmes under this category should seek to deliver a service for victims of VAWG specifically domestic and sexual violence, and should seek to address wider forms of violence including hidden harms, such as FGM and modern day slavery by ensuring women are confident to report crime and are supported through the CIS. This includes projects seeking to bring perpetrators of domestic abuse, rape and other sexual violence to justice.

Examples of activities covered by this priority area:

- Services which address all forms of sexual violence
- Services which address domestic violence and abuse
- Services addressing hidden harms like female genital mutilation, slavery, and forced marriages
- Services to get people out of prostitution

The minimum standards include:

- Projects must ensure all Independent Domestic Violence Advocates are working to nationally recognised standards.
- All perpetrator programmes are RESPECT accredited or working towards accreditation.
- Projects must have regard to national VAWG commissioning guidelines ([https://1q7dqy2unor827bqjls0c4rn-wpengine.netdna-ssl.com/wp-content/uploads/2015/12/successful\\_commissioning\\_guide.pdf](https://1q7dqy2unor827bqjls0c4rn-wpengine.netdna-ssl.com/wp-content/uploads/2015/12/successful_commissioning_guide.pdf)) and The Rape Crisis National Service Standards ([http://rapecrisis.org.uk/nationalservicestandards\\_1.php](http://rapecrisis.org.uk/nationalservicestandards_1.php)).
- Projects should have due regard to the needs of female offenders.

#### 4.4 Hate crime and extremism

Projects/programmes under this priority heading should seek to support community-based work to counter extremist ideology and drive down hate crime.

Examples of activities covered by this priority area:

- Services addressing hate crime
- Services addressing extremism

The minimum standards include:

- Projects which seek to counter extremism should align with the national Prevent agenda.
- That organisations working to combat hate crime do not themselves demonstrate or promote intolerance or prejudice towards any other communities who are subject to hate crime.

#### 4.5 Wider criminal justice system

Projects/programmes under this priority heading should seek to deliver a more seamless service for victims of crime and break the cycle of repeat offending with a particular focus on women, young adults, greater use of mental health diversion, and joining up employment and skills for offenders.

Examples of activities covered by this priority area:

- Services which improve the effectiveness of criminal justice system including triage services
- Services which seek to reduce reoffending and improve the seven key pathways of support
- Substance misuse programmes
- All other services for victims and offenders which do not clearly fall in any other priority areas

The minimum standards include:

- Projects should work to any future pan-London IOM agreement.
- Projects which relate to GPS tagging must be aligned with the regional approach.
- Projects which provide services for female offenders must have due regard to the minimum standards under the *Tackling violence against women and girls* priority area.

#### 4.6 Overarching minimum standards

The following minimum standards are considered universal and must be adhered to in all proposals:

- Projects must deliver crime prevention approaches in partnership with other local and regional agencies.
- Projects must identify communities disproportionately affected by crime types and be based on narrowing the vulnerability gap.
- Projects which provide services to victims of crime must have due regard to the victim's code of practice.
- Projects adhere to child and adult safeguarding and child protection guidelines and policies, seeking to achieve best practice.
- Projects have had due regard to the equality and diversity implications.

### 5. Conditions of funding

The following are conditions of funding which will form part of the grant agreements:

- That the performance of the project will be measured using the appropriate indicators of the PCP
- Agree to abide by the minimum standards, unless an exception is agreed with MOPAC and documented as part of the grant agreement.
- In developing these proposals I have had due regard to the equality and diversity implications of using this funding for the proposed purposes.
- I agree to provide data to MOPAC's Evidence and Insight team in order to assess the impact of the commissioned services.
- This funding will not be used to fund the Metropolitan police or buy police officers.
- This funding will not be used for capital purchases above a value of £1,000 (anything greater than this value will require prior approval from MOPAC).
- No management costs exceed 10% of the total funding allocation
- This funding will not be used for party-political or religious purposes.
- Adhering to standard financial practices and submit details of spend each quarter and an annual return for each year of the fund.
- Commit to ensure MOPAC is updated as soon as possible on new information on the delivery of a programme or project.
- Commit to keep MOPAC updated on changes to the VCS and match funding arrangements.
- MOPAC reserves the right to conduct an audit of any partners in recipients of this grant.
- All unspent funding to be returned to MOPAC and there will be no roll over of funding between 2018/19 and 2019/20, or beyond the end of 2020/21.

## 6. Timescales

**The timescales and deadlines for completing the proposal for spend form are provided below:**

1	Local authorities are able to contact MOPAC to discuss proposals and seek further information (including guidance session).	Wednesday 24 October – Friday 23 November
2	Deadline for proposals for spend forms to be submitted to MOPAC.	Friday 23 November
3	MOPAC to review proposals and seek further information and assurance sought from Local Authorities if necessary.	November 2018-January 2019
4	Letter from MOPAC's Chief Executive sent to Local Authorities approving proposals for spend.	January 2019
5	All funding arrangements for 2019/20 and 2020/21 are finalised and grant agreements sent by MOPAC to Local Authorities.	31 March 2019



## 7. Frequently asked questions

### 1. Who can put forward proposals to utilise this funding?

MOPAC will only consider proposals from Local Authorities which have been submitted on the Proposal for Spend form. Local Authorities can only submit one proposal form.

### 2. How much funding can I apply for?

Funding levels are set out in Appendix A of the Deputy Mayor decision. Any proposals for funding above the funding levels set out in the decision, over a combined two year period, will not be considered and the Local Authority will be asked to revise and resubmit their proposals.

### 3. How many forms can I submit?

Each Local Authority must complete and submit only one proposal for spend form. This form can be refined as part of the review process and finalised to form part of the grant agreement.

### 4. Do I have to submit all my proposals at once?

MOPAC will take a flexible approach in order to best support local commissioning decisions. Should your Local Authority require more time to make local commissioning decisions for a portion of the funding allocation, then by agreement with MOPAC the submission of some proposals can be delayed; however, all funding proposals must be agreed in principle by the end of December 2018.

If you anticipate requiring an extension for all or a portion of your funding then please contact your borough single point of contact at the earliest opportunity, in advance of submitting a partial form by 23 November.

### 5. How will my bids be assessed?

Borough funding allocations are fixed and therefore the proposals for spend will not be graded or assessed. MOPAC requires information on the proposed uses for funding before project/programme allocations can be agreed in order to ensure the funding will be used for its prescribed purposes, to gain an overview of services the funding supports, and to gauge the pan-London impact of changes in LCPF funding arrangements.

### 6. Should one of the proposed uses of the funding not be within the scope of this fund, will MOPAC consider further proposals?

Yes, MOPAC will allow local authorities to put forward alternative proposals for utilising their funding; however, all funding proposals must be agreed in principle by end of December 2018.

7. Is the funding ring-fenced for any initiatives?

The funding must be used to deliver against one of the five priority areas which align with draft Police and Crime Plan. There is no expectation that the funding must be used to deliver services against all five priorities. For details on the different priorities and the broad range of services they cover please see refer to section four above.

8. Can I allocate funding for projects/activity that has yet to be commissioned?

Yes, you can but you need to set this out within the form including the transition arrangements. This should cover what you will be looking to commission and the timeframe. Once a new service is commissioned, the Local Authority are required to update MOPAC on what is being delivered and if it not the LA who the provider is.

9. Can LCPF funding be used for victims' services or will other funding streams become available?

LCPF funding can be used for victims' services as long as they relate to one of the five Police and Crime Plan priority areas. Please bear in mind that a new integrated victim and witness service is being commissioned to begin delivery in April 2019. More information can be found [here](#).

10. Can LCPF funding be used for analytical or management resource?

LCPF funding may be used for project-specific evaluation or management, however it cannot be used to fund core Local Authority positions which carry out analytical or management work across the crime prevention and safety brief.

11. What are the monitoring arrangements for the fund? What information will boroughs be expected to provide and how often?

Quarterly, boroughs will be expected to provided details of their spend by project before invoicing.

Annually, the relevant indicators in the Police and Crime Plan performance framework will be used to measure the performance of LCPF funded projects. MOPAC will also ask boroughs to report against the outcomes provided in their Proposal for Spend document as part of the annual review process.

12. How flexible will the project funding allocations be?

Significant upscaling or downsizing of the approved projects as well as proposals to commission new projects/programmes or decommissioning approved projects will

require pre-approval from MOPAC. This approval will not be unreasonably withheld; if it is for an activity that works towards the objectives of the Police and Crime Plan and is in line with commissioning best practice then it will be approved. Local Authorities are asked to propose any amendment to their future project funding allocations as part of the quarterly return process.

13. Can I carry over funding?

MOPAC has provided a boroughs with a two year funding allocation and expects spend proposals to cover the two years. Boroughs may spend more or less in year 3 or 4, and underspent funding can be requested for carry over between these two years. However, any unspent funding at the end of year 2 (2018/19) cannot be carried over into years 3 and 4, and any underspent funding at the end of year 4 (2020/21) cannot be carried over further.

14. What are the terms and conditions of funding?

In addition to the conditions of funding in section 5 above, Local Authorities will be expected to sign grant agreements by March 2019. The new grant agreements will contain similar terms to previous LCPF grant agreements.

15. What consideration should be taken in light of the DIP review?

The DIP review will be published later this year, however an update paper has been provided and findings will be shared with Local Authorities as they are finalised through the project development phase. Local Authorities will be welcome to reprofile spend on DIP projects for 2020/21 following release of the final report, if desired. Will MOPAC continue to fund drug testing in-custody, and what consideration should be taken in light of the DIP review?

16. Can I submit more than five proposed programmes/project/activities?

If you feel in the interests of clarity that further programme/project/activities worksheets are required in order for you to put forward your proposals for spend then please speak to your MOPAC SPOC.

17. How will the new grant management system affect processes?

The grant management system will enable MOPAC to manage the financial and performance monitoring more effectively. It will also enable boroughs to view their projects and financial information all in one place. This will streamline processes and remove the need to email forms via SPOCs. This management will be undertaken by a central contracts team. In future, there will be increased functionality which will also allow payments to be directly processed through this system. For the time being, invoices must still be sent directly to SSCL.

