

Commissioner's
Locality Deal Fund
More money **to local areas**

www.staffordshire-pcc.gov.uk/fund



Disagreement resolution and mediation service project

2018-2019

1. Background

The Lichfield District Safer Community Partnership was set up as a result of the Crime and Disorder Act in 1998 to bring together 'responsible bodies' (such as the Police, Fire and Rescue Service and Local Authorities) with other partners to help protect their local communities from crime and disorder. The Safer Community Partnership is part of a broader Local Strategic Partnership for Lichfield District which is headed by the District Board.

The Safer Community Partnership produces a Community Safety Delivery Plan which sets out our priorities for the District. The 2018/19 community safety strategic priorities for the Lichfield District Safer Community Partnership are:

- Domestic Abuse
- Anti-Social Behaviour
- Child Sexual Exploitation

With two cross cutting themes:

- Alcohol
- Mental Health

And the underpinning theme:

- Public Reassurance

These priorities link into and support three of the Police & Crime Commissioner's priorities:

- Early Intervention
- Supporting Victims & Witnesses
- Public confidence

2. What do we want to fund?

Lichfield District Council, as a lead agency for the Lichfield Safer Community Partnership, wishes to fund a dispute resolution and mediation service in the area covered by Lichfield District Council.

We are seeking to pilot a mediation service which will help to provide a sustainable and satisfactory resolution to disputes between neighbours and others living in the community. We recognise that mediation can help to prevent escalation of a dispute and reduce the need for often costly and time-consuming legal processes. More generally mediation can encourage better communication and greater tolerance in communities.

The provision of the project will help the community safety partnership to tackle anti-social behaviour and meet the Community Safety Delivery Plan objective of preventing escalation of low level anti-social behaviour.

The key partners that the successful providers will work with will include (but is not limited to) the following:

- Lichfield District Council
- Staffordshire Police

- South Staffs combined healthcare trust
- Staffordshire Fire & Rescue
- Staffordshire County Council
- Specialist statutory alcohol and drug providers
- Bromford Housing
- Sanctuary Housing
- Midland Heart Housing
- Stoke on Trent and Staffordshire Partnership Trust (SSOTP)
- Voluntary Sector providers

The project will be open to private home owners and those living in properties rented privately in the area covered by Lichfield District Council. It is not open to housing association tenants who have their own mediation services.

Referrals will be made via Lichfield District Council on behalf of the community safety partnership. The project will be available as a free to access service for residents who receive a referral. Referrals will only be made where both parties have been informed and agreed to mediation.

3. Funding Outcomes

The overall objective of the service is to provide a high quality, independent dispute resolution service to the residents of Lichfield District in an appropriate and timely manner to meet their needs, which may be multiple and/or complex.

Dispute resolution will empower people involved in a dispute to take responsibility for resolving the issues themselves and to move on from the situation for their benefit and that of the wider community. It will enable them to discuss issues with their neighbours in an amicable and non-threatening environment and to find solutions which suit all parties involved and remove the negative impact of the dispute from the neighbourhood.

The main outcomes expected would be:

- help people to overcome the stress, frustration and difficulties caused by being involved in a neighbour or inter-family dispute
- contribute to the strengthening of the communities in Lichfield
- contribute to the reduction of anti-social behaviour and the prevention of escalation of anti-social behaviour

Detailed outputs and performance measures will be included in a funding agreement and reported on via an end of year report provided by the funded organisation to Lichfield District Safer Community Partnership. These quarterly reports would include details of the number of cases referred, outcomes of these cases and feedback from service users. As a guide we would anticipate the following outputs from mediation:

- 60% of cases to end with full agreement between parties on all aspects of the disputes

- 30% of cases to end with agreement between parties on some, but not all, aspects of the dispute

All applications should detail how they aim to evaluate the success of the activity and how they plan to sustain it once the project has been completed. If the pilot is successful there is potential for further funding in 2019/20.

4. Who can apply?

We will accept applications from:

- Any formally constituted not-for-profit community group serving Lichfield District
- Locally based Community Enterprises and Charities
- Public sector organisations
- Private businesses serving Lichfield District
- Collaborative partnership bids from 2 or more partners (with a lead partner clearly identified)

The successful applicant will be expected to have a specialism and specific experience providing mediation services. The organisation will carry out risk assessments in accordance with their own policies and procedures prior to providing the service. All volunteer mediators are required to have enhanced DBS clearance in order to work with vulnerable adults and families.

The service provider is required to employ sufficient, competent, suitably qualified, DBS checked and trained staff (either paid or as volunteers) to provide a safe service to vulnerable people.

5. Funding available

Lichfield District Safer Community Partnership has allocated up to **£5,000** for this pilot project for the period 1 October 2018 to 31 March 2019.

Lichfield District Council will reserve the right to increase or decrease the total funding subject to any availability, for any extension to the funding agreement.

6. Timetable

Initially the Lichfield CSP would be looking to support this project from 1 October 2018 until 31 March 2019 with the possibility of extension for a further 12 months based upon satisfactory performance and subject to available funding.

Activity	Date
Deadline for submission of application form	7 September 2018
Panel meeting held to review applications	w/c 10 September 2018
Applicants notified of the outcome of their application	w/c 17 September 2018

Funding agreement issued	w/c 24 September 2018
Project start date	1 October 2018

7. Service availability

The Lichfield District Partnership would like the prospective organisation to propose how the specified outcomes can be met, service availability and capacity as part of their submission for evaluation.

Mediation should be available to residents across the Lichfield District as facilitated by the community safety team at Lichfield District Council. The organisation should be responsive to the needs of the clients and be able to hold meetings to meet the needs of clients where possible, including early evening or at weekends.

8. Assessment criteria and scoring framework

Applications will be assessed against the following criteria.

Application Form section	Criteria	Range of marks	Weighting	Indicative scoring
	Organisational Capability		20%	
Section 1 Section 2, question 2.4 and 2.5	Evidence of the organisation's experience, knowledge of delivery and capacity relevant to the proposed project Management / Supervision / performance/project management of the project	0-5		5- Strong evidence demonstrating organisational capability and project delivery 4- Good evidence demonstrating organisational capability and project delivery 3- Some evidence of some organisational capability and project delivery 2- Limited evidence of organisational capability and project delivery 1- Little evidence of organisational

				<p>capability and project delivery</p> <p>0- No experience organisational capability and project delivery</p>
	Impact on Outcomes		50%	
<p>Section 2 Questions 2.2, 2.3,</p> <p>Section 3 Questions 3.1, 3.2, 3.3</p>	<p>How well does the project address and impact on the overall desired outcomes</p> <p>How well do the proposed outputs evidence the project impact?</p>	0-5		<p>5- The proposed project/activity demonstrates strong evidence of addressing and impacting on all of the outcomes detailed in the project details</p> <p>4- The proposed project/activity demonstrates good evidence of addressing and impacting on the outcomes detailed in the project details</p> <p>3- The proposed project/activity demonstrates some evidence of addressing and impacting on the outcomes detailed in the project details</p> <p>2- The proposed project/activity demonstrates limited evidence of addressing and impacting on the outcomes detailed in the project details</p> <p>1- The proposed project/activity demonstrates little evidence of addressing and impacting on the outcomes detailed in the project details</p>

				0- The proposed project/activity fails to demonstrate evidence of addressing and impacting on the outcomes detailed in the project details
	Value for Money - Costs		20%	
Section 4	The total cost of the project/activity is within the prescribed budget Added value brought by the applicant organisation & project	0-5		5- Strong evidence of value for money 4- Good evidence of value for money 3- Some evidence of value for money 2- Limited evidence of value for money 1- Little evidence of value for money 0- No evidence of value for money
	Sustainability		10%	
Section 3 Question 3.4	Assessment of sustainability of project/activity or there is an exit strategy if funding ends	0-5		5- Strong evidence that the project and its outcomes are sustainable or there is an exit strategy 4 Good evidence that the project and its outcomes are sustainable or there is an exit strategy 3- Some evidence that the project and its outcomes are sustainable or there is an exit strategy

				<p>2- Limited understanding that the project and its outcomes are sustainable or there is an exit strategy</p> <p>1- Little evidence that the project and its outcomes are sustainable or there is an exit strategy</p> <p>0- No evidence that the project and its outcomes are sustainable or there is an exit strategy</p>
	Total		100%	

9. Help and advice

Although we are keen to encourage enquiries from potential applicants, we are mindful of the need to treat everybody fairly and transparently in terms of help and advice.

Consequently, if you have any questions about any aspect of this service outline or the application process, please email community.safety@lichfielddc.gov.uk

We will respond as soon as possible. We will keep a log of all questions and answers and update these regularly on the website.

10. How to apply

Please complete the attached application form and return to amy.bandurak@Lichfielddc.gov.uk and cc zoe.roberts@Lichfielddc.gov.uk no later than **Friday 7 September**.

You will also need to provide the following documents if your application is successful:

- Constitution (if relevant)
- The latest available annual accounts or, in the case of newly established organisations, statements from 6 months operation
- Health & Safety Policy and when it was approved or last reviewed
- Equalities and Diversity Policy and when it was approved or last reviewed
- Public Liability Insurance certification
- Children’s Safeguarding Policy
- Adults at Risk safeguarding Policy