

## FOREWORD

**Project Soteria** is a Hertfordshire initiative that aims to enhance local agencies' response to anti-social behaviour and associated crime, with a specific focus on understanding the impact of harm and vulnerability. The intention is to implement, encourage and further develop taking a systematic approach to addressing nuisance, anti-social behaviour (ASB) and associated crime and to ensure that an efficient and effective O'SARA response is used to understand and address why something is happening.

Although Project Soteria is inclusive to all Responsible Authorities and relevant stakeholders, the Constabulary and the County Community Safety Unit (CCSU) continue to coordinate the county's strategic approach.

### Neighbourhood Policing

Hertfordshire has sustained a neighbourhood policing model for many years. In March 2019 the NPCC and the College of Policing launched the 'Modernising neighbourhood policing guidelines'. Developed through a guideline committee made up of frontline practitioners, subject matter experts and academics the new guidelines recognise that neighbourhood policing remains an essential element of modern policing. There are seven areas covered by the guidelines that are informed by the best available evidence. These have problem solving firmly embedded within them to identify and respond to 'why' something is happening, using what we know works and sharing what we learn along the way. The seven areas are split in to three:

- **To deliver neighbourhood policing:** engaging communities, solving problems and targeting activity
- **To support neighbourhood policing:** promoting the right culture, building analytical capability and developing officers, staff and volunteers
- **Evidence gaps:** developing and sharing learning.

### The Local Partnership Reserve (LPR)

In October 2016 £400K was made available by the Police and Crime Commissioner to tackle public nuisance caused by ASB, fly-tipping and fly-grazing. Funding is spread over 4-years; £100K is available each year until year end 2019/20.

### The Safer Neighbourhood Initiative Fund (SNIF)

The SNIF is a sum of money that is annually budgeted by the Constabulary to provide support for neighbourhood initiatives that aim to reduce or prevent crime in support of community safety priorities. For 2018/19 the fund is set at £21,500.

### LPR Year 3 and SNIF (2018-19) Application Criteria:

Applications must:

- 1) Demonstrate a problem solving approach using O'SARA and with due consideration to the victim, location AND offender,
- 2) Relate to a current Community Safety Priority,
- 3) Clearly show how the community is involved in identifying what is happening, why it is happening and in determining the response(s) to which the application relates,
- 4) Support a response to tackle nuisance or anti-social behaviour and associated crime (and includes fly-tipping, fly-grazing and other environmental issues), and
- 5) Outline the match (or contribution) funding agreement.

Stuart Orton

**DCI, Crime Reduction & Community Safety Department  
Hertfordshire Constabulary**

## APPLICATION FOR FUNDING

### GUIDELINES and TERMS OF REFERENCE

- Your application for funding should meet the above **Criteria** and should be a measurable approach.
- Before submitting your application please contact Insp. Lara Richards on 01707 354573 or [Larissa.Richards@Herts.pnn.police.uk](mailto:Larissa.Richards@Herts.pnn.police.uk) if you wish to discuss your application for funding.
- Please ensure your form is succinct and in **bullet point form only** as your Problem Solving Plan (PSP) should be your main document and can be referred to along with the relevant SafetyNet reference. All PSPs must be case managed on SafetyNet until further notice. You will be asked for additional information if it has not been recorded properly.
- Applications **MUST** have the signed support of an Inspector (police) or Manager (other agencies) in the department applying and be sent to the relevant CSP Police Chief Inspector for submission to [problemsolving@herts.pnn.police.uk](mailto:problemsolving@herts.pnn.police.uk) . The Plan must be agreed at the local JAG (or equivalent) as it should relate to a local priority even where it is to tackle an emerging issue.
- The local Responsible Authority Group (or equivalent) should be aware of applications in the CSP to the LPR and should monitor these quarterly. The CSP Chief Inspector should present an overview for their RAG (or equivalent). The funding will only be granted on a 'matched' (or contribution) funded basis to ensure that there is joint ownership (and not single agency) of the issues.
- Applications can be made at any time during the current financial year. Funding granted must be spent by 1<sup>st</sup> February 2019. Where funding will not be spent an update report and action plan to ensure full spend is achieved must be submitted to Inspector Richards. Funds that are not spent may be recalled and allocated to other project(s) before the financial year end.
- Applications will be assessed by the CRCS Senior Management Team after recommendation from the NH Policing Inspector who will ensure all relevant stakeholders have been consulted. Grants will be awarded at the discretion of the SMT and a record will be held to evidence the decision; applicants will be notified as soon as possible after the decision and within 5-working days.
- If you are working with groups and children or young people as part of your project you must supply copies of the organisation's/group's Child Protection Policy and staff must be DBS checked.
- Applications for the following will not normally be considered
  - Where the primary use of resource is for overtime
  - To purchase equipment although crime prevention material will be considered
  - Projects which are not initiatives and should be supported by core funding
  - Anything that does not have a full problem solving plan.
- For police officers and staff, to assist with audit requirements, please ensure when ordering goods or services, that a requisition is raised through the relevant purchasing department. Please seek advice and guidance on procurement rules where appropriate. You will be provided with a budget code when you are notified that your bid is successful.
- The Constabulary is able claim back VAT – this is treated separately from the funding that you have been given. Therefore, the amount of funding that you are allocated for your project is the total amount of money that you can spend.
- You will be asked for feedback on spend during March 2019 through a formal feedback request.

- **Return your Application:** by email to [problemsolving@herts.pnn.police.uk](mailto:problemsolving@herts.pnn.police.uk)

## YOUR DETAILS

<b>Lead Name:</b> (for Police please also provide warrant number and rank)	
<b>Agency/ Department:</b>	
<b>Contact Telephone No:</b>	
<b>Preferred email address:</b>	
<b>Authorising Police Officer:</b> (Police CSP Chief Inspector for submission)	
<b>Please confirm RAG oversight</b>	Yes / No
<b>Is this a JAG priority?</b>	Yes / No

## INITIATIVE DETAILS

<b>Name of Initiative / Operation</b>		<b>SafetyNet Ref:</b>	
<b>Location:</b> (CSP/Neighbourhood)			
<b>Start/End Date:</b> End must be before Feb 2019			
<b>Amount Requested:</b>			
<b>Feasibility Discussion:</b> See Application Guidelines. You are required to discuss the feasibility of your application with a member of CRCS prior to submitting it. Please include the name of the person and date of discussion. This discussion is intended to minimise duplication and/or unsuitable applications and <b>must</b> take place prior to your application being submitted.			
<b>Context of Initiative:</b> Please outline the community safety priority and/ or the type of public nuisance/ ASB or crime that your initiative will aim to tackle.			

**Summary of Initiative** - Please describe your project in bullet points under the following headings:

**OBJECTIVE:**

What is it that you are trying to achieve?  
You may have an overall aim and a number of objectives.

The objectives should be directly linked to tackling the root cause of the problem and they must be realistic, not aspirational.

You will need to do your scanning and analysis before determining your objectives but your overall AIM should be agreed at the outset.

**SCANNING:**

What is happening now? What do you know about the problem from the perspective of the victim, the location and the offender?

Does this bid allow you to complete additional scanning that without it you are unable to do?

**ANALYSIS:**

Why do think that the issue is occurring?  
There may be more than one reason for each of the victim, the location and/ or the offender.

Which reason(s) does this bid relate to?

**TRIGGERS:**

What triggers have you identified?

**RESPONSE:**

Are there any responses that are not reliant upon this bid and if so, what are they?

What is the planned response that this bid will support if successful?

**ASSESSMENT:**

What are you going to measure and record to show success or failure that will demonstrate if you have solved the problem, managed it better or made no difference?

<p><b>BUDGET:</b></p> <p>Please provide a breakdown of funding, include amount requested and the total project costs if different.</p> <p>What do you require and exactly how will this be spent?</p> <p>Will it be capital or revenue funding?</p> <p>What funding has been sourced from elsewhere and does this come with any restrictions?</p>	
<p><b>TIMESCALES:</b></p> <p>Key milestones, what will happen when?</p> <p>Duration of your project.</p>	
<p><b>RESOURCES:</b></p> <p>Is there involvement from other agencies?</p> <p>Are there opportunities for partnership working?</p> <p>What officer/staff resources are required?</p>	
<p><b>RISK:</b></p> <p>What may happen to drive your project off course and what will be done to recover the situation?</p> <p>Does it present any risk to ANY organisation?</p> <p>Are there any contingency plans?</p>	
<p><b>OTHER INFORMATION:</b></p> <p>Is there any other information that you would like the panel to consider?</p> <p>Documents may be embedded here.</p>	

**Bid submitted by:**

**Date:**

*Please now email to R Problem Solving or [problemsolving@herts.pnn.police.uk](mailto:problemsolving@herts.pnn.police.uk)*