



Police and Crime Plan Refresh: Gap Analysis and Public Consultation

Summary

The Police and Crime Commissioner for North Yorkshire, Julia Mulligan, is refreshing her Police and Crime Plan which will set the strategy and priorities for North Yorkshire Police to 2020.

The Office of the Police and Crime Commissioner is seeking a consultancy agency that will be central to this refresh. The successful agency will undertake a gap analysis of the evidence that will contribute to the refreshed Plan against the current Plan, and conduct public and partner consultations regarding the refresh and on the redrafted Plan. The agency will deliver a full report of their gap analysis and findings with recommendations about how the Plan should be refreshed, and a full report of their assessment of public agreement with the redrafted Plan.

The contract will begin on 19th September 2016 and will last until March 31st 2017, with the majority of work happening prior to December 2016 and in February 2017. We have an approximate budget of £25,000 – £30,000.

Timeline

The timeline for tender and approximate delivery dates is:

Tender	Circulation date	Friday 26 August 2016
	Contact period	Friday 26 Aug – Thursday 8 Sept
	Information meetings	Thursday 1 September PM
	Closing date	Thursday 8 September, 13:00
	Award notification	Friday 16 September
	Contract start	Monday 19 September
Phase 1	Introductory meeting	Monday 19 September, 09:30
	Meeting with PCC	Week commencing 26 September
	Public Consultation period – Refresh priorities	Mid-October-Mid November 2016
	Refresh recommendations report deadline	Friday 2 December
Phase 2	Public Consultation period – Redraft	February 2017
	Redraft consultation report	Friday 10 March 2017

Background

About the Police and Crime Plan

The Police and Crime Commissioner (PCC) for North Yorkshire, Julia Mulligan, is responsible for setting the strategy and priorities for North Yorkshire Police (NYP) through her Police and Crime Plan (PCP). The current PCP was ratified in December 2014 and the PCC is now looking to review and refresh her Plan following her re-election in May 2016 to ensure it still meets the expectations of local people, and continues to set a clear direction and identifies priorities for the next four years.

The PCP is the 'blueprint' for policing and crime reduction across the county of North Yorkshire and the City of York. The PCP is devised using a balance of police information, focused on demand and threat/risk analysis, and public feedback that gives insight into policing need which may not necessarily be well understood by the police. The PCC is keen that the PCP is based on evidence of need and that the public and stakeholders are fully engaged in service delivery and improvement. The PCP also needs to reflect the changes taking place in policing and criminal justice more widely.

Context of the commission

First and foremost, the public shape the PCP. This is via consultation with local communities, partner agencies and organisations, and internal staff and officers, to identify those issues that are affecting quality of life and their feeling of safety. The successful agency, supported by the Office of the Police and Crime Commissioner (OPCC), will lead on the public consultation, which will include a variety of consultation methods, and the analysis of that feedback.

The agency will be able to analyse existing data held by the police and the Office of the PCC (OPCC) such as a road safety survey, the National Rural Crime Survey, from the Youth Commission, a Victim Needs Assessment, and regarding the 101 service. The evidence from these may need to be refreshed during the public consultation to ensure it is relevant to any new PCP.

Through this consultation, analysis of previous public data and discussion with the OPCC, the agency will identify day-to-day policing issues that are of concern to the public.

This public evidence then needs to be analysed and tested against police information and demand data. This will largely come from the Strategic Intelligence Assessment (SIA) which is currently being refreshed by NYP, and the agency will be expected to liaise with the police to gather further necessary information. The agency will bear in mind that not all public concerns will be assessed by the SIA. For example, the 101 service may not come within the SIA, but is extremely important to the public. These may become apparent through public consultation and in discussions with the OPCC.

The SIA sets out the key issues facing the police service and its wider partners across the force area. It will identify a number of key themes and/or priorities. It covers the various demands on the police force including non-crime related work, and also looks in detail at the requirements of each individual district:

- Craven
- Harrogate
- Selby
- Ryedale
- Hambleton
- Scarborough
- Richmondshire
- York

The issues, themes and priorities raised by both the public, partners and by the SIA, combined with the manifesto commitments on which the PCC was re-elected (e.g. closer collaboration with the North Yorkshire Fire and Rescue Service) will then need to be assessed against the current PCP

to identify any gaps. Recommendations for how the PCP should be updated will be made based on this analysis.

Based on these recommendations the OPCC will draft the refreshed PCP by Christmas. The agency will then consult on the draft in the New Year to ensure it 'feels right' for the public and internal and external stakeholders. The final PCP will be published by the end of March 2017.

Objectives

The purpose of this commission is to recommend how the current Police and Crime Plan should be refreshed to ensure it still meets the expectations of local people, and continues to set a clear direction and identifies priorities to 2020.

- Identifying appropriate and target audiences and segments of the public in collaboration with the PCC and OPCC.
- Research that considers:
 - Insight from consultation with the public, partners and NYP stakeholders on their requirements of local policing;
 - NYP's SIA and other data, and what that means for policing in North Yorkshire;
 - Insight from, and assessment of the continued validity of, previous public consultations conducted by the OPCC or NYP.
- Public consultation that develops understanding and 'buy-in' from the public and stakeholders about priorities and service developments to create a shared 'vision' for the police service and crime reduction.
- Gap analysis to assess this evidence against the current PCP.
- Evidence-based recommendations from this gap analysis that:
 - Check the validity of current priorities and identifies if, where and how they need to be updated;
 - Gives qualitative and quantitative insight into current services and proposed priorities/changes that highlight opportunities for improvement and innovation through feedback from the public and key stakeholders.
- Consultation with the public and partners that confirms the refreshed PCP meets expectations.

Target Audiences

- The public of North Yorkshire, including harder to reach groups, via direct engagement and via the media.
- Groups of people with a particular interest in specific areas of service delivery.
- Public sector and 'third sector' organisations, partners and/or stakeholders, such as councils, Police and Crime Panel, Fire and Rescue, the NHS, Community Safety Partnerships, the 'third sector', UNISON and police staff associations such as the Police Federation.
- NYP senior leadership, frontline officers and police staff.

Expected Activities

The expected activities for this commission split into two phases (see timetable above).

Phase One

- Analysis of current PCP priorities.
- Scoping of available information and data.
- Public Consultation
 - An audit of 'routes to market' and the channels available for engagement either directly or via partners / third parties, including online channels.
 - A series of workshops/focus groups and online engagement with the public, partners, NYP stakeholders and key audience segments, which are representative of the geography and diversity of the County of North Yorkshire and City of York.
- Comparison of public consultation insight with police data such as SIA.
- Gap analysis of evidence against analysis of current PCP priorities.

Phase Two

- Public Consultation
 - Development of parameters of analysis and question areas in consultation with the OPCC.
 - A general circulation and advertising for comment of the redrafted PCP.
 - A representative survey of North Yorkshire Residents covering all districts and demographics.
 - A survey of partners, NYP stakeholders and key audience segments, which are representative of the geography and diversity of the County of North Yorkshire and City of York.
- Analysis of results highlighting variations and significant findings as appropriate.

Deliverables

The successful agency will deliver two final reports, one in each phase.

Phase One – Refresh Recommendations Report

This report is due on Friday 2 December 2016, 13:00.

This report will deliver:

- Evidence-based recommendations on how the PCP should be refreshed to reflect public expectations and identify the priorities and set a clear direction for NYP to 2020.

This report will include, but is not limited to:

- Quantitative and qualitative analysis of the key themes and priorities raised by previous public consultations, the SIA and other NYP data, and by the public, partner and NYP consultation.
- Gap analysis of these themes and priorities against the current PCP, considering the continued validity of current priorities, any new themes that need to be included, and where and how they might best fit.
- Identification of segments of the public that make up key audiences and stakeholders for different topics.

Phase Two – Redraft Consultation Report

This report is due on Friday 10 March 2017, 13:00.

This report will deliver:

- Assessment of public consent to the redrafted PCP.

This report will include, but is not limited to:

- Quantitative and qualitative analysis of public, partner and NYP responses to the redrafted PCP.
- Assessment of public consent and of any variations and significant findings as appropriate.
- Audit of 'routes to market' for the final PCP publication, and the channels available for engagement either directly or via partners or third parties, including online channels, to enable the OPCC to continue to assess public opinion regarding the priorities.

Instruction for proposals

Proposals should include the following information:

- Your understanding of the role of Police and Crime Commissioner and how this would shape your approach to the brief
- Three case studies of similar work for public sector clients.
- Your proposed process, stages of work, methodologies and a project schedule / timings, working to the deadlines set out above.
- Any potential barriers and issues you anticipate and how they might be overcome.
- A breakdown of your financial quote – how you will allocate the fees and any expenses within the total you are quoting.
- Your standard day rates for the people who will deliver this project and the number of days each person will spend on the job.
- Your proposed project team and their biographies demonstrating why they have the skills and experience to fulfil the brief.
- Any discounts / added value you are prepared to offer bearing in mind that value for money will be important during in the evaluation process.

Budget

We are looking for proposals of up to £30,000 + VAT.

The budget must cover all fees and expenses, including recruitment of respondents to any groups or surveys, venue hire, expenses, etc.

Please note that whilst an upper limit has been set, value for money is a key criteria in the assessment of quotes and potential suppliers will need to clearly demonstrate this in their responses.

Information Meeting

Any questions and requests for meetings should be sent to Thomas.Thorp@northyorkshire-pcc.gov.uk.

On Thursday 1 September potential suppliers have the opportunity to meet for a 45-minute informal Q&A with the OPCC in Harrogate. Every effort will be made to meet supplier preferences, but the OPCC reserves the right to allocate on a first come, first served basis. Timeslots are:

- 12 – 12.45pm
- 12.45 – 1.30pm
- 1.45 – 2.30pm
- 2.30 – 3.15pm
- 3.30 – 4.15pm
- 4.15 – 5pm

Selection Process

The closing date for proposals is **13:00, Thursday 8 September, 2016**. Proposals will be considered and the contract will be awarded by Friday 16 September.

Selection will be based on:

- Value for money – 40% weighting.
- Evidence of ability to deliver against the brief: case studies, staff skills and experience, schedule of work – 20%.
- Ability to understand the context in which this brief has been issued and the ‘business’ of the Police and Crime Commissioner – 20%.
- Detailed methodology and projected outcomes – 20%.

The successful company needs to be ready to commence work on 19 September when there will be a project set up briefing at the Office of Police and Crime Commissioner in Harrogate. A further meeting with the PCC will be arranged for the week commencing 26 September.