

<b>Item No.</b>	<b>Classification:</b> Open	<b>Date:</b> 27 February 2018	<b>Decision Taker:</b> Strategic Director of Housing & Modernisation
<b>Report title:</b>		Gateway 3 Domestic abuse one year contract extension	
<b>Ward(s) or groups affected:</b>		All wards Victims and perpetrators of domestic abuse	
<b>From:</b>		Safer Communities Team Manager	

## RECOMMENDATION

That the Strategic Director of Housing & Modernisation:

1. Approves the extension and variation of the domestic abuse service contract to Solace Women's Aid for a maximum period of fifteen months commencing on **8 July 2018** up to a maximum contract value of £718,750. The extension and the changes to the service outlined within paragraphs 21 to 23 will be effected by way of a formal deed of variation.

## BACKGROUND INFORMATION

2. In March 2015, following a competitive tender process, the Cabinet Member for Environment, Recycling, Community Safety and Volunteering approved the award of a domestic abuse service contract to Solace Women's Aid at a maximum annual value of £575,000 per annum commencing on **8 July 2015**, for a period of three years with an option to extend for a further period or periods of up to two years, making a total maximum contract value of £2,875,000.
3. The annual value of the contract was up to a maximum of £575,000. The service has been underpinned by a 100% payment by results model.
4. The existing contract provides a holistic service through a hub and spoke model with a single point of access 24/7 to support those who have experienced domestic and sexual abuse including Female Genital Mutilation (FGM), honour based violence, human trafficking, forced marriage and prostitution) to cope and recover from their experiences.
5. The service also provides an integrated prevention programme including working with perpetrators and statutory, voluntary, community and private sector organisations to increase their knowledge of domestic abuse and their ability to support survivors and challenge perpetrators.
6. The service consists of:
  - Caseworkers (for medium and standard risk clients) trained to National Women's Aid standards which are recognised as equivalent to an Independent Domestic Violence Advocate (IDVA) qualification. They are based in the hub but also attend locations across the borough including Multi Agency Safeguarding Hub (MASH), Housing, and the Police Community Safety Unit on a weekly basis. Caseworkers work with the IDVAs to provide the triage system on a duty rota basis. The maximum waiting time for triage assessment and safety planning (where a referral is received from a professional) is 24/48 hours. Assessment and initial safety planning for self-referrals take place immediately at first contact. The IDVA, ISVA (Independent Sexual Violence Advocate) or casework team make every effort to

make contact within four hours for high risk and 48 hours for medium and standard risk.

7. ISVA/IDVAs (for high risk clients) All IDVAs are formally qualified by Coordinated Action against Domestic Abuse (CAADA). IDVAs work to reduce risk over a concentrated time period working closely with MARAC<sup>1</sup>, Havens, adults' and children's' safeguarding leads, the police and the courts. Throughout the week they co-locate at the Police Community Safety and Sapphire Units, Housing services, and the Multi Agency Safeguarding Hub (MASH). They carry out a full risk and needs assessment and agree a safety and support plan for each client. They make supported referrals to external services (e.g. drugs and alcohol, mental health, immigration solicitors, housing) and to internal services (family legal service, immigration casework, counselling service and the Women's Resilience Awareness Programme (WRAP). Once risk is reduced, cases are referred to the case workers.
8. Sanctuary Scheme A scheme to install safety measures and allow people who experience domestic abuse or hate crime to remain safely in their homes.
9. Children's Service. 12-week 1-1 play and arts based therapeutic intervention to children, young people and their mothers to help them understand and support her child in the difficulties they are dealing with.
10. Perpetrator Intervention 26-week perpetrator programme, aimed at perpetrators who wish to address their abusive behaviour.
11. Identification and Referral to Improve Safety (IRIS) Project. The IRIS Advocate Educator works alongside the clinical lead, who will be a current GP or senior health practitioner, to deliver the IRIS training programme to GP surgeries and staff in Southwark. In addition they carry a small caseload of referrals specifically from GP surgeries.
12. Training team responsible for the delivery of training to professionals, community organisations, empowerment training programme for service users and the peer advocacy programme. The training includes the following key elements:
  - Training for professionals and community organisations:
    - a) Awareness programme: run for half a day per month and open to organisations in Southwark.
    - b) A 3-day Domestic Abuse Champions Programme for Southwark Council staff, and other professionals from partnership agencies to raise their own awareness of Domestic Abuse, and cascade this knowledge within their workplace.
    - c) A 2-day Community Champions Programme for local Community group members to become "semi-experts" in Domestic abuse, how this effects survivors, and the wider community, and how to support and signpost those survivors to appropriate services
    - d) Councillors Programme: two evening sessions delivered twice per annum.
  - Women's Resilience Awareness Programme (WRAP). This programme for survivors includes a series of structured workshops and service user led support

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<sup>1</sup> A Multi Agency Risk Assessment Conference (MARAC) is a local, multi agency victim-focused meeting where information is shared on the highest risk cases of domestic violence and abuse between different statutory and voluntary sector agencies

groups aimed at improving understanding of domestic and sexual abuse and providing longer term practical and emotional support to build resilience. This includes:

- a) Arise Programme: series of six domestic and sexual abuse awareness workshops. Run six times a year.
- b) Women's Voices: a fortnightly group, including service user involvement in service development
- c) Picking up the Pieces Programme: three sessions supporting mothers to effectively safeguard their children and understand the role of Children's Social Care. Run three times a year.
- d) Assertiveness, Boundaries and Confidence (ABC) Programme: six sessions with a focus on supporting emotional and financial resilience (preparation for work, training and education). Run four times a year.
- e) Training for service users to co-facilitate the Arise, Women's Voices and professionals training.

13. The contract provides:

- An accredited (by Coordinated Action Against Domestic Abuse), borough wide flagship service for domestic abuse with a single point of entry – one phone number, one email.
- 24/7 access to the service, with an advocate response time to high risk victims of 4 hours.
- Services for all male and female victims of domestic abuse, with targets and outcomes built around the Every Child Matters outcomes to ensure sustainability.
- Increased performance outcomes, with 95% of cases successfully reducing risk levels and repeat victimisation.
- Two specialist support programmes for children and young people, with parallel workshops for mothers.
- 10 training days for external agencies.
- A sub contracted perpetrator programme.
- A service user forum.
- A volunteer programme, open to local residents.
- Added value in terms of access to an advice service, a counselling service and peer support programmes.
- The key performance outcomes for the contract for FY 2016/17 can be seen below.

FY 2016/17 Performance Highlights

**Survivors**

- 2109 referrals made to the service, a 27% increase from FY 2015/16
- Of the 1755 service users, 79% risk of harm has been reduced 3 months after engaging with the service.
- 79% experienced no further incidents of domestic abuse at 6 months after exiting the service.

**Perpetrators**

- 71% of those who started, also completed the perpetrator programme
- 65% of those who completed the programme reported a positive change in use of abusive behaviour (risk to survivor is reduced)

## KEY ISSUES FOR CONSIDERATION

### Key aspects of proposed variation

14. The variation recommended in this report relates specifically to a fifteen month extension of contract to the existing provider Solace Women's Aid to commence on **8 July 2018, ending 7 October 2019.**
15. The maximum value of this proposed variation is £718,750. The actual value of the contract period July 2015 to 7 July 2018 is £1,581,250. This, plus the proposed variation makes a total value of £2,300,000. The value of this variation as a percentage is estimated to be 20.8%.
16. It is acknowledged that there is an option to extend the existing contract for a further period of up to two years as opposed to the fifteen month contract extension that is sought in this report. However, the domestic abuse landscape has changed in recent years and there is a need to develop a new cross partnership early action/intervention approach to domestic abuse in order to effectively respond to evolving priorities.
17. In addition, consideration of sufficient timescales required to undertake a formal procurement process as well as the need to consult extensively with a range of partners as part of the new service model development and the capacity of the team also partially underpins the recommendation to extend the existing contract for a fifteen month period.
18. It is further proposed to make a variation in the training service offer, and make some changes in the specified outcomes and performance (see paragraphs 20, 21, 22, 23) in response to evolving priorities since the original contract was put in place. These variations have been discussed with Solace and will be included in a deed of variation.
19. The current contract is 100% PBR, on achievement of outcomes in 5 service areas:
  - Survivors
  - Perpetrators
  - Children Therapeutic Intervention
  - IRIS
  - Training
20. In recognition of the changing domestic abuse landscape it is proposed to realign some of the service delivery elements within these areas.
21. **SO6. Experience no further incidents of DA 6 months after exiting the service** – this measure involves Solace contacting clients 6 months after they have completed the 12 week programme. Some survivors are willing to engage, however the majority are either unobtainable or don't wish to engage. It is therefore proposed to reduce the target and financial envelope by 50% to 685 clients, a more realistic level taking into account the difficulties in follow up engagement.
22. **SO7. Experience no further incidents of DA 12 months after exiting the service** – as highlighted in point 21 many clients don't wish to engage with the service once they have completed the programme and no longer require support.

The longer the time lapse the less likely the client will engage. This measure is also quite resource intensive requiring a member of Solace to trace previous clients. It is proposed to remove this measure completely as the resource required out weighs the benefits of capturing this measure.

23. **SO8. Risk assessed and given advice** - this is a new proposed PBR measure for FY 18/19). This measure is currently monitored but is non PBR. It is proposed to change this to a PBR measure in recognition of the increase in referrals; 26% in FY 16/17 and 14% to date (end of Q3 compared to the same period last year), and the need to ensure that clients are able to access the service. Payment for this measure will be made from the reallocated money from measures SO6 and SO7 (paragraphs 21 and 22) and also from reallocated training funding.

**Reasons for variation**

24. This variation has arisen as the current three year domestic abuse service contractual term ends on the 7 July 2018 and there is a need to ensure no disruption in access to domestic abuse service provision for some of the borough's most vulnerable residents until such a time as the newly commissioned service contract is in place.

**Future proposals for this service**

25. There is an intention to seek procurement strategy approval for a new domestic abuse service contract in 2018 with an anticipated commencement date of 8 October 2019. This is in recognition of the changing domestic abuse landscape and a response to changing priorities and outstanding areas of action on the Domestic Abuse Strategy
26. To date the domestic abuse service focus has been on raising awareness, training and working with victims. This approach has been very successful as seen in the increase in number of referrals to the service. However, in many instances, the first engagement that individuals and families have with the services is still at crisis point. There is a need to develop a new cross partnership early action/intervention approach to domestic abuse, not only to identify individuals and families at risk of, or experiencing domestic abuse at an earlier point, but to also improve how services engage and support individuals and groups at the first point of coming to notice to services.
27. The future provision will include consideration of how voluntary sector provision including community champions can be better utilised in assisting with delivery of domestic abuse services. The new approach will also look at how services can work with perpetrators more effectively, within and outside the family environment
28. Comprehensive details on the future proposals for provision will be the subject of the Gateway 1 report. This will include a procurement project plan, a draft timeline of which is outlined below.

Activity	Complete by
DCRB Review Gateway 1:	15/08/2018
CCRB Review Gateway 1:	30/08/2018
Approval of Gateway 1: Procurement strategy report	31/10/2018

Activity	Complete by:
Completion of tender documentation	08/11/2018
Publication of OJEU Notice	09/11/2018
Publication of Opportunity on Contracts Finder	10/11/2018
Closing date for receipt of expressions of interest	14/12/2018
Completion of short-listing of applicants	19/01/2019
Invitation to tender	20/01/2019
Closing date for return of tenders	25/02/2019
Completion of clarification meetings/presentations/evaluation interviews	07/04/2019
Completion of evaluation of tenders	15/04/2019
Forward Plan (if GW2 is key decision)	15/04/2019
DCRB Review Gateway 2: Contract award report	01/05/2019
CCRB Review Gateway 2: Contract award report	15/05/2019
Notification of forthcoming decision (if GW2 is key decision)	01/06/2019
Approval of Gateway 2: Contract Award Report	15/06/2019
End of scrutiny Call-in period and notification of implementation of Gateway 2 decision (if GW2 is key decision)	20/06/2019
Debrief Notice and Standstill Period (if applicable)	31/06/2019
Contract award	01/07/2019
TUPE Consultation period (if applicable)	30/09/2019
Contract start	08/10/2019

#### Alternative options considered

29. The following options have been considered.

30. **Cease to commission the services on 7 July 2018 when the current three year contractual term ends:** The council as outlined in the Council Plan 2014-2018 is committed to delivering a five year Domestic Abuse Strategy 2015 – 2020. The main vehicle for delivering the strategy is the commissioned domestic abuse service(s). There is a risk that the council will not be able to keep this commitment if domestic abuse services cease to be commissioned.

31. **Exercising the option in the current contract to extend for a further period of two years as opposed to the proposed fifteen months:** In September 2017 Ofsted published 'The multi-agency response to children living with domestic abuse'. Rather than wait 2 years to incorporate, these recommendations, along with those in the renewed MOPAC VAWG strategy (due to be published March 2018), can be incorporated into the new service specification. Additional reasons are also noted in paragraphs, 16, 26, 27.

#### Identified risks for the variation

32. The risks identified are as follows:

Risk no.	Risk identified	Level of risk	Mitigation
1	The service does not meet performance targets and outcomes or demonstrate value for money during the period of contract extension.	Low	A robust contract management process as detailed in the contract monitoring and management section of this GW3 report will be utilised through the duration of extension.
2	Current provider is unable to deliver the service for the duration of the extension.	Low	The council would seek to identify another provider to cover on an interim basis until the new service was tendered.
3	Funding is not available from all funding streams for the duration of the contract extension.	Medium	<p>As funding allocation is not confirmed for the contracted provision, this will be made explicit within the terms and conditions of the contract with an annual break clause stated within the contractual terms and conditions.</p> <p>The contract will contain caveats to allow for changes of volume and quantities of activity. Where funding allocation is reduced, the provider will be informed at the earliest opportunity and the council will liaise closely with the provider in order to limit the impact on frontline service delivery.</p> <p>The current contract includes a termination clause allowing the council to terminate the agreement at any time with three months written notice.</p>
4	Risk of challenge for not carrying out a procurement exercise.	Low	Regulation 72(1)(a) of the Public Contracts Regulations 2015 (EU regs) will be relied upon for this variation.

## **Policy implications**

33. The council has recognised domestic abuse as a priority for a number of years as specified in the Southwark Council Plan 2014-2018, and the commitment to deliver a five year domestic abuse strategy (2015 – 2020). The domestic abuse contract specifically supports the delivery of the domestic abuse strategy. The approach is seen as innovative as it's a co-ordinated community response which not only focuses on survivor support but also perpetrator programmes along with prevention and early interventions.
34. The Southwark Safeguarding Adults' Board (SSAB), which includes Southwark's Crime and Disorder Reduction Partnership, has a statutory duty to produce an annual strategic assessment and three year strategic plan. This strategic plan is the key policy and strategy document directing community safety partnership activity. In July 2017 the SSAB approved the new strategic plan; identified as the Community Safety Partnership Plan 2017 – 2020. Violence Against Women and Girls (VAWG) including domestic abuse is identified as a priority area within the plan.
35. The Mayor's Office for Policing And Crime (MOPAC) is committed to reducing VAWG as stated in The Police and Crime Plan 2017 – 2021. Early 2018 MOPAC will be publishing a renewed VAWG strategy.

## **Contract management and monitoring**

36. The Safer Communities Team in the Community Safety and Partnerships Service is responsible for the management and monitoring of the contract which is achieved through formal quarterly monitoring meetings with Solace in addition to day to day contact with the provider to fulfil the purpose of monitoring oversight and a proactive approach to service development. No changes to these processes are proposed.
37. The contract is currently formally reviewed on a quarterly basis through submission of contract monitoring reports (including technical and financial information) and contract review meeting with provider representative(s). This contract review process will continue, with no changes to the current process proposed.
38. In addition, milestones are looked at as part of the performance monitoring process and what happens to the clients at key verifiable points. This outcomes approach assists a continuous review progress through looking at milestones and taking remedial action to improve the service where necessary. Collaborative working with Solace is promoted although the risk lies with the provider (and this is reinforced with a payment by results element in the contract).
39. Governance for the contract is provided through the reports to the VAWG delivery Group on a quarterly basis. The VAWG delivery group in turn reports to the Safer Communities Group, which directly reports to the SSAB.
40. The existing contract has a robust outcome based performance management framework in place which will remain unchanged for the duration of the extension.



## **Community Impact Statement**

41. The latest Joint Strategic Needs Assessment (JSNA) undertaken by Public Health clearly identifies a need for provision of domestic abuse services to meet the needs of residents in this regard.
42. The proposed contract extension will ensure individuals and families and communities affected by domestic abuse receive the appropriate level of support at the time that it is needed.
43. The Equality Impact Assessment that was completed in September 2014 when procuring the domestic abuse service has been reviewed and deemed still relevant. This decision has been judged to have no or a very small impact on local people and communities. A fresh equality analysis will be carried out as part of the procurement of the new service and its findings summarised in the Gateway 1 report.
44. The existing contract has a robust equalities and diversity monitoring framework which is in line with the council plan priorities. The baseline data collected allows us to identify if there are any particular needs of any particular community group that needs to be addressed.
45. The service provided by the existing contract, are available to all victims perpetrators and young people regardless of their gender, sexual orientation or faith. The service is available to people over 16 years of age.

## **Social Value considerations**

46. The Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process, how wider social, economic and environmental benefits that may improve the well being of the local area can be secured. The social value considerations being delivered by this contract are as set out below.

## **Economic considerations**

47. The nature of the services requires delivery within the borough and this will provide opportunities for local labour, bringing local economic benefits.
48. The contract will continue to deliver economic wellbeing outcomes (maximising and maintaining benefit claims, debt reduction, including rent arrears and support into work, training or education).

## **Social considerations**

49. The services improve the life chances of individuals with domestic abuse issues reducing the negative impact of domestic abuse on themselves, their children and their families.
50. In addition, the contract includes a capacity building element and training provision which will continue to benefit Southwark's residents and employees.
51. The provider will be required to continue to pay London Living Wage (LLW) to all its employees involved in delivering the service as part of the contract, in order to fulfil the Council's aspirations in relation to LLW.

52. Pursuant to section 149 of the Equality Act 2010, due regard has been given to the Council's decision making processes to the need to:

- a) Eliminate discrimination, harassment, victimisation or other prohibited conduct.
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not.
- c) Foster good relations between those who share a relevant characteristic and those that do not share it

53. The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. The Public Sector Equality Duty also applies to marriage and civil partnership, but only in relation to (a) above.

54. Officers have taken steps to ensure compliance with the Public Sector Equality Duty imposed by the Equality Act 2010 as set out in the Community Impact Statement section above, in particular:

- In 2016/17 a Joint Service Needs Assessment (JSNA) was undertaken by Public Health of the wider health needs of victims/survivors of domestic violence and abuse
- The consultation exercise, which took place as part of the original tender process in 2015, influenced and informed the drafting of the service specification (so that it covers the range of issues and needs identified by the needs assessment and the consultation) and;
- The Equality Impact Assessment that was completed in September 2014 when procuring the domestic abuse service has been reviewed and deemed still relevant. This decision has been judged to have no or a very small impact on local people and communities'.

#### **Environmental considerations**

55. None applicable.

#### **Financial Implications**

56. As detailed in paragraph 3, the maximum annual contract value for the initial three year term equates to £575,000 per annum which is allocated from the following funding streams between 7 July 2015 and 7 July 2018:

Funding stream	Funding allocation (£)
Community Safety and Partnerships (CS&P) base budget	520,000
NHS Southwark Clinical Commissioning Group	20,000
Organisational Development	35,000
Total	575,000

57. It is proposed that the maximum contract extension value of £718,750 will be allocated from the following funding streams between 8 July 2018 and 7 October 2019:

Funding stream	Funding allocation (£)
Community Safety and Partnerships (CS&P) base budget	650,000
NHS Southwark Clinical Commissioning Group	20,000
MOPAC London Crime Prevention Fund	48,750
Total	718,750

58. Due to the withdrawal of the Organisational Development funding, agreement has been reached that this will be replaced by funding allocation from the MOPAC London Crime Prevention Fund.

59. At the time of writing, funding allocation is not confirmed from 1 April 2019. In the event of changes to funding, a number of mitigating actions are built into the contract terms and conditions which are set out in the table detailing the identified risks for the extension.

### **Legal Implications**

60. Please see legal concurrent

### **Consultation**

61. Analysis of Child Protection Conferences by Children's Services has indicated a high prevalence; approximately 40% identify domestic abuse as an issue.

62. Officers have briefed the Cabinet Member for Community Safety and Leisure on the proposed extension.

63. The VAWG Delivery Group will be consulted at the next quarterly meeting on 28 February 2018.

## **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

### **Head of Procurement**

64. This report is seeking the approval of the director of modernise for an extension and variation of a domestic abuse service contract with Solace Women's Aid for a period of 15 months at a maximum contract value of £718,750.
65. The report details the rationale for this extension, namely to ensure continuity of service whilst future options are examined and new arrangements put in place when this contract concludes on 8 October 2019.
66. Further the report confirms that there is an ongoing need for the service and that the ceasing or destabilisation of the service could result in significant risk to this vulnerable service group.
67. Paragraphs 25 to 28 report sets out the future proposals for the delivery of this service and advises that a review and proposals for a new service will be completed by 31 October 2018. The suggested timetable for re-procuring the service following the OJEU open procedure is achievable if the necessary resources are made available.
68. Paragraphs 36 to 40 detail the contract management and monitoring arrangements that will be put in place for the remaining term of the contract, these should ensure that quality is maintained for the duration.

### **Director of Law and Democracy**

69. This report seeks approval of the extension and variation of the domestic abuse service contract with Solace Women's Aid. The report sets out the extent of the required variation and the reasons why the variation is necessary.
70. Under the council's Contract Standing Orders ("CSOs") a decision to allow a contract variation of £100,000 or more must only be made after consideration of a Gateway 3 report. In this instance the decision to allow the variation is reserved to the relevant chief officer or under their delegated authority in line with the department's scheme of management. In addition, CSOs require that the Lead Contract Officer must consult the relevant cabinet member before the variation is implemented.
71. The procurement of these services is subject to the application of the (EU) Public Contracts Regulations 2015 and those Regulations (specifically, Regulation 72(1)(a) noted in risk no 4 under paragraph 32) permit modification of a contract in certain limited defined circumstances, including where the modifications, irrespective of their monetary value, have been provided for in the initial procurement documents in clear terms, provided that those terms state the scope and nature of the possible modifications or options and would not alter the overall nature of the contract. Paragraph 16 notes that the contract with Solace Women's Aid includes express provision for extension, and legal advice given to officers has confirmed that the proposed changes to the service noted within paragraphs 21 to 23 fall within the acceptable limits of Regulation 72.
72. The proposed contract variation is also consistent with other legislative duties and powers.

73. CSO 2.3.1 provides that a variation decision may only be made if the expenditure has been included in approved revenue or capital estimates or has been otherwise approved by, or on behalf of the Council. Paragraph 57 of this report confirms how the proposed additional expenditure will be funded.

**Strategic Director of Finance & Governance (FIN1037 – JB)**

74. The report seeks approval for the extension and variation of the domestic abuse contract with Solace Women's Aid. The report sets out the reasons for variation and a 15 month extension through paragraphs 14 to 24.

75. The current annual contact value of £575,000 will continue through the extension period, the 15 month extension is therefore valued at £718,750 as per paragraph 57. The report notes the changing of funding stream from Organisational Development to MOPAC London Crime Prevention Fund. The remaining funding streams reflect existing funding arrangements.

76. To mitigate potential funding uncertainty from April 2019 the risks table at paragraph 32 notes options to alter volumes, an annual break clause and a three month termination notice period. These are prudent measures to manage contracts spanning financial years and budget cycles.

**PART A – TO BE COMPLETED FOR ALL DELEGATED DECISIONS**

Under the powers delegated to me in accordance with the Council's Contract Standing Orders, I authorise action in accordance with the recommendation contained in the above report.

Signature:  Date: *12 March 2018*

**Michael Scorer, Strategic Director of Housing and Modernisation**

**PART B – TO BE COMPLETED BY THE DECISION TAKER FOR:**

- 1) All key decisions taken by officers
- 2) Any non-key decisions which are sufficiently important and/or sensitive that a reasonable member of the public would reasonably expect it to be publicly available.

**1. DECISION(S)**

As set out in the recommendations of the report.

**2. REASONS FOR DECISION**

As set out in the report.

**3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED BY THE OFFICER WHEN MAKING THE DECISION**

n/a

**4. ANY CONFLICT OF INTEREST DECLARED BY ANY CABINET MEMBER WHO IS CONSULTED BY THE OFFICER WHICH RELATES TO THIS DECISION**

n/a

**5. NOTE OF ANY DISPENSATION GRANTED BY THE MONITORING OFFICER, IN RESPECT OF ANY DECLARED CONFLICT OF INTEREST**

*If a decision taker or cabinet member is unsure as to whether there is a conflict of interest they should contact the legal governance team for advice.*

n/a

**6. DECLARATION ON CONFLICTS OF INTERESTS**

**I declare that I was informed of no conflicts of interests.\***

**or**

**~~I declare that I was informed of the conflicts of interests set out in Part B4.\*~~**

(\* - Please delete as appropriate)

## BACKGROUND PAPERS

Background Papers	Held At	Contact
GW1 Domestic Abuse Services	Community Safety Partnership Service, 160 Tooley Street, SE1 2QH	Sharon Ogden, Safer Communities Team Manager
GW2 Domestic Abuse Services	Community Safety Partnership Service, 160 Tooley Street, SE1 2QH	Sharon Ogden, Safer Communities Team Manager

## APPENDICES

No	Title
n/a	

## AUDIT TRAIL

<b>Lead Officer</b>	Stephen Douglass, Director of Communities	
<b>Report Author</b>	Sharon Ogden, Safer Communities Team Manager	
<b>Version</b>	Final - open	
<b>Dated</b>	27 February 2018	
<b>Key Decision?</b>	Yes	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments Sought</b>	<b>Comments included</b>
Head of Procurement	Yes	Yes
Director of Legal Services	Yes	Yes
Strategic Director of Finance and Corporate Services	Yes	Yes
Head of Home Ownership	No	No
<b>Cabinet Member</b>	No	No
<b>Date final report sent to Constitutional Team</b>		

