

**DECISION NOTICE**

**Decision author and proposer:**

Matt Berry, Partnerships Officer - Police, Crime, Criminal Justice and Fire Team

<b>Subject/ Title:</b>
Project Simply Criminal Justice System video timeline - Final Costings

<b>Type of decision:</b>			
<b>Deputy Mayor's decision</b>		<b>Chief Officer's decision</b>	X

**In all cases this will need to be approved by the Assistant Director Police, Crime, Criminal Justice and Fire.**

<p><b>The decision is that:</b></p> <p>A funding envelope of £4999 be made available for the final round of amendments and additional costs to finalise the Criminal Justice System timeline tool which is being developed by supplier Project Simply. This is a key component part of the Digital transformation of victim services and forms a part of the victims' website.</p>
<p><b>The reasons for the decision are:</b></p> <p>Provider 'Project Simply' were appointed to deliver an online interactive timeline tool for victims of Crime. This online web tool will enable victims of crime to access and easily browse a set of videos and supplementary information depicting the criminal justice system and will be designed to help them better understand the process of coming forward and reporting a crime. It is also aimed to debunk and demystify aspects of the criminal justice system which can be incredibly daunting to engage with.</p> <p>The tool is part of wider transformation of the digital offer to victims of crime including the broader website and a case management portal.</p> <p>We have now reached the final stages of this video timeline work where the wireframe for the site is complete, and the project requires some additional work which was not foreseen and listed within the original scope in order to complete. This includes amending the site to work with videos hosted on Youtube within a GMCA owned account which can easily be updated/changed and offers caption ability. The web tool also requires branding (including incorporating logo font and colours) with these assets only recently developed and agreed.</p>

This funding envelope will cover the known additional costs which have fallen outside of the contract scope and will also offer some limited contingency should other minor aspects be required prior to completion.

- £1000 Amendments for YouTube hosted videos
- £1000 amendments to tailor site with branding colours, logo and font

**This decision will contribute to priorities of the Greater Manchester strategy in the following ways:**

The work supports the following GMS Strategy priorities:

- Safer and stronger communities
- Healthy lives, with quality care available, for those that need it

**Links to Police and Crime Plan:**

**Priority 1** – contributing to reducing victims of violence, increasing feelings of safety, and increasing confidence in community safety.

**Priority 2** – Intervening early to reduce the harm caused by violence.

**Priority 3** – Supporting community resilience by investing in local services and people.

In addition, this piece of work links closely with the national Violence Against Women and Girls Strategy and Men and Boys Plan and the Greater Manchester Gender Based Violence Strategy. Strategic pillars of these strategies include changing the story; supporting victims and survivors; police and CJS; etc.

**Financial comments:**

Sufficient reserve funds have been identified to resource this project from Sexual assault commissioning reserves budget. (reserves will be transferred to Victims 3011 for payment).

**Procurement comments:**

No Procurement concerns. Below £5,000, obtaining a single written quote below this amount is compliant with the Contract Procurement Rules within the GMCA Constitution.

**Legal comments:**

No legal consultation is required.

**Risk Assessment:**

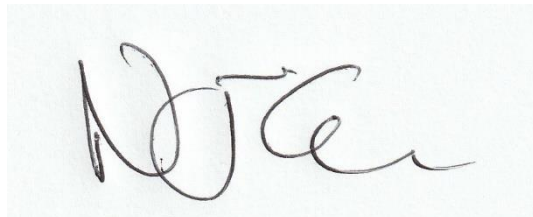
- Not seeing the project through to completion would result in the wasted funds of £33k in developing the videos without being able to utilise them.

The aim and objective of this web tool is to help victims of crime better understand the process of coming forward and reporting a crime which is a known issue in GM and nationally. Without seeing this work through to completion, there is potential that we may not be able to make some important steps to improvements in this area.

**Is safeguarding of children relevant and has this been considered:**  
Safeguarding of children will continue to be a key aspect of service delivery for services we fund and will be dealt with using the agreed protocols

**Is safeguarding of vulnerable adults relevant and has this been considered:**  
Adult safeguarding will continue to be a key aspect of service delivery for services we fund and will be dealt with using the agreed protocols.

**Agreed by Director – Police, Crime, Criminal Justice and Fire**



Signed.....

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Date.....12<sup>th</sup> June 2024.....

**Agreed by GMCA Treasurer**

**Signed**

**Date**

**Contact Officer:**

Matt Berry, Partnerships Officer - Police, Crime, Criminal Justice and Fire Team

