

**ORIGINATOR: HEAD OF PROGRAMME
MANAGEMENT OFFICE**

DECISION NO. 04/2021

REASON FOR SUBMISSION: FOR DECISION

SUBMITTED TO: POLICE AND CRIME COMMISSIONER

**SUBJECT: THE JOINT INFORMATION MANAGEMENT DEPARTMENT SECTION
22A COLLABORATION AGREEMENT**

SUMMARY:

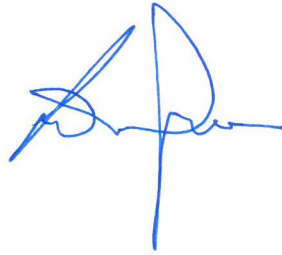
1. The Joint Information Management Department have been operating as a collaborated function since 2013.
2. The function continues to operate and deliver in line with strategic objectives and a further collaboration agreement is presented for authorisation to continue with the function for a further 5 years.
3. The changes to the function have been outlined in the details of submission.

RECOMMENDATION:

It is recommended that the Chief Executive of the Office of the Police and Crime Commissioner is authorised to execute the collaboration agreement on behalf of the Police and Crime Commissioner, to enable the Joint Information Management Department function to progress.

**OUTCOME/APPROVAL BY: PCC/CHIEF EXECUTIVE/CHIEF FINANCE
OFFICER (Delete as appropriate)**

The recommendations as outlined above are approved.



Signature

08 February 2021
Date

DETAIL OF THE SUBMISSION

1. OBJECTIVE:

The Joint Information Management Department (JIMD) have been working in collaboration across Norfolk and Suffolk Constabularies since 2013. In accordance with Section 12: Para 12.2 of the Section 22A Collaboration Agreement, the function has been reviewed to ensure it continues to operate effectively and in conjunction with organisational objectives. A new Section 22A Collaboration Agreement has been raised for OPCC consideration and authorisation for a period of 5 years.

2. BACKGROUND:

The JIMD have been operating under a Variation Agreement since 31 July 2018. Following a review of the function by ACOs, some changes have been made to the management structure, oversight, reporting lines and responsibilities of the Heads of the Units within the Function.

3. AREAS FOR CONSIDERATION:

The organisations have decided not to replace a Head of Department but to instead have the Heads of the three specialist Units under the umbrella of Information Management reporting directly to the Norfolk and Suffolk Assistant Chief Officer (ACO) posts. For the purpose of this agreement, the ACOs will act as Joint Head of Department and Portfolio Leads.

The Unit leads will be responsible for the following areas:

- Joint Information & Cyber Security
- Joint Information Compliance
- Joint Compliance and Data Protection

4. OTHER OPTIONS CONSIDERED:

There are no other considerations.

5. STRATEGIC AIMS/OBJECTIVE SUPPORTED:

The JIMD aligns to the commitment to the Norfolk and Suffolk Constabulary values of transparency, public service, impartiality and integrity; the delivery of a modern, efficient, effective and innovative service with the right resources and good stewardship of taxpayers' money.

6. FINANCIAL AND OTHER RESOURCE IMPLICATIONS:

There are no known financial and other resource implications for the continued collaboration of the JIMD function.

7. OTHER IMPLICATIONS AND RISKS:

There are no known other implications and risks to the continued collaboration of the JIMD function.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	YES
Has the PCC's Chief Finance Officer been consulted?	YES
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	YES
Have human resource implications been considered?	YES
Is the recommendation consistent with the objectives in the Police and Crime Plan?	YES
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	NO
Has communications advice been sought on areas of likely media interest and how they might be managed?	NO
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	YES

Is this report a Confidential Decision?

YES

NO

If Yes, please state reasons below having referred to the [PCC Decision Making Policy](#)

APPROVAL TO SUBMIT TO THE DECISION-MAKER (this approval is required only for submissions to the PCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.



Signature

08 February 2021
Date

Chief Finance Officer (Section 151 Officer)

I certify that:

- a) there are no financial consequences as a result of this decision,
OR
- b) the costs identified in this report can be met from existing revenue or capital budgets,
OR
- c) the costs identified in this report can be financed from reserves
AND
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.



Signature

08 February 2021

Date

PUBLIC ACCESS TO INFORMATION: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*