

**ORIGINATOR:** Victoria Curtis

**DECISION NO.** 24 /2022

**REASON FOR SUBMISSION:** For approval and signing

**SUBMITTED TO:** CEO Mark Stokes

**SUBJECT:** Variation to the Joint Corporate Communications Department  
(Digital Media Team)

**SUMMARY:**

The current Joint Corporate Communications Department (Digital Media Team) Section 22A Collaboration Agreement is due to expire 31 May 2022. The Variation seeks to extend this Agreement for a period of 24 months and until 31 May 2024.

**RECOMMENDATION:**

It is recommended that the Chief Executive of the Office of the Police and Crime Commissioner is authorised to execute the Agreements to Collaborate (under Section 22A of the Police Act 1996).

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

*The recommendations as outlined above are approved.*

**Signature**



**Date:** 08/04/2022

## **DETAIL OF THE SUBMISSION**

### **1. OBJECTIVE:**

- 1.1 The attached Variation to the Joint Corporate Communications Department (Digital Media Team) Section 22A Collaboration Agreement requests an extension to enable the department to continue to fully collaborate pending completion of the review recommended following the 2021 Outcome Based Budgeting process.
- 1.2 The current Joint Corporate Communications Department (Digital Media Team) Section 22A Collaboration Agreement is due to expire 31 May 2022 and the Variation seeks to extend this Agreement for a period of 24 months and until 31 May 2024.

### **2. BACKGROUND:**

- 2.1 A review of the existing Norfolk, Suffolk and Joint structure of the Corporate Communications function will be undertaken to ensure that efficiency and effectiveness are maximised, and the collaboration is delivering the value for money expected. This is particularly relevant in light of the changing environment relating to digital public contact and wider engagement strategies post pandemic.
- 2.2 To ensure sufficient time is provided and that good governance procedures are followed to review, consult and implement any changes, we seek to extend the agreement for 24 months.

### **3. AREAS FOR CONSIDERATION:**

- 3.1 A new Section 22A Agreement will be drafted following completion of the review, reflecting any structural changes, and circulated for signatures in due course.

### **4. OTHER OPTIONS CONSIDERED:**

- 4.1 No other options considered at this time.
- 4.2 The process for the development and review of the Section 22A Agreement requires a re-sign of the agreement should there be fundamental changes, these being:
  - The department structure
  - The Investigatory Powers Act (IPA)
  - Designated Powers
  - Transfer / Direction of Control
  - Legislation changes that impact on the content and context of the template

### **5. STRATEGIC AIMS/OBJECTIVE SUPPORTED:**

- 5.1 The Joint Corporate Communications Department (Digital Media Team) function aligns to Norfolk and Suffolk Constabularies' 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:**

6.1 There are no known financial / resource implications with the aforementioned Variation Agreement.

**7. OTHER IMPLICATIONS AND RISKS:**

7.1 There are no other known implications and risks with the aforementioned Variation Agreement.

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>PLEASE STATE 'YES' OR 'NO'</b>
Has legal advice been sought on this submission?	<b>Yes</b>
Has the PCC's Chief Finance Officer been consulted?	<b>No</b>
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	<b>Yes</b>
Have human resource implications been considered?	<b>Yes</b>
Is the recommendation consistent with the objectives in the Police and Crime Plan?	<b>Yes</b>
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	<b>No</b>
Has communications advice been sought on areas of likely media interest and how they might be managed?	<b>No</b>
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	<b>Yes</b>
<p data-bbox="188 1384 772 1420"><b>Is this report a Confidential Decision?</b></p> <div data-bbox="1050 1402 1171 1473" style="display: inline-block; border: 1px solid black; padding: 2px 10px; margin-right: 20px;"><b>YES</b></div> <div data-bbox="1244 1402 1366 1473" style="display: inline-block; border: 1px solid black; padding: 2px 10px;"><b>NO</b></div> <p data-bbox="188 1496 1417 1532">If Yes, please state reasons below having referred to the <a href="#">PCC Decision Making Policy</a></p>	

**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:

Date: 05/04/2022

### 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:



Date: 08/04/2022

**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.*