

**ORIGINATOR: HEAD OF PROGRAMME  
MANAGEMENT OFFICE**

**DECISION NUMBER: 5 - 2021**

**REASON FOR SUBMISSION: FOR DECISION**

**SUBMITTED TO: POLICE AND CRIME COMMISSIONER**

**SUBJECT: COLLABORATION AGREEMENT – JOINT INFORMATION MANAGEMENT DEPARTMENT**

**SUMMARY:**

- 1 The Joint Information Management Department has 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 proposed to continue with the function for a further 5 years.

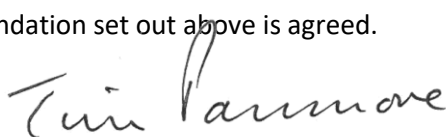
**RECOMMENDATION:**

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 continuation of the collaborated Joint Information Management Department function.

**APPROVAL BY: PCC**

The recommendation set out above is agreed.

**Signature**



**Date** 21.01.21

## **DETAIL OF THE SUBMISSION**

### **1. KEY ISSUES FOR CONSIDERATION**

#### **1.1 OBJECTIVE**

The Joint Information Management Department (JIMD) has been working in collaboration across Norfolk and Suffolk Constabularies since 2013. In accordance with 12.2 of the Collaboration Agreement, the function has been reviewed to ensure it continues to operate effectively and in conjunction with organisational objectives. A new Collaboration Agreement for a period of 5 years is now proposed.

#### **1.2 BACKGROUND**

The JIMD has been operating under a Variation Agreement since 31 July 2018. Following a review of the function by Assistant Chief Officers (ACOs) from Norfolk and Suffolk, some changes have been made to the management structure, oversight, reporting lines and responsibilities of the Heads of the Units within the function.

#### **1.3 AREAS FOR CONSIDERATION**

The ACOs have decided not to replace the Head of Department role but to instead have the Heads of the three specialist units within the department reporting directly to the ACOs. For the purpose of this agreement, the ACOs will act as Joint Heads Of Department and Portfolio Leads.

#### **1.4 The Unit Leads will be responsible for the following areas:**

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

### **2. FINANCIAL IMPLICATIONS**

#### **2.1 There are no financial or other resource implications for the continued collaboration of the JIMD function.**

### **3. OTHER IMPLICATIONS AND RISKS:**

#### **3.1 There are no other implications and risks associated with the continued collaboration of the JIMD function.**

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>PLEASE STATE 'YES' OR 'NO'</b>
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
Have all relevant ethical factors been taken into consideration in developing this submission?	YES

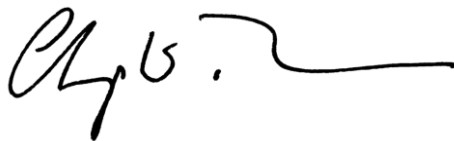
In relation to the above, please ensure that all relevant issues have been highlighted in the 'other implications and risks' section of the submission.

**APPROVAL TO SUBMIT TO THE DECISION-MAKER**

**Chief Executive**

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

Signature



Date 21.01.21