

**ORIGINATOR: HEAD OF PORTFOLIO  
MANAGEMENT OFFICE**

**DECISION NUMBER: 4 – 2024**

**REASON FOR SUBMISSION: FOR DECISION**

**SUBMITTED TO: POLICE AND CRIME COMMISSIONER**

**SUBJECT: COLLABORATION – JOINT CORPORATE COMMUNICATIONS  
DEPARTMENT (DIGITAL COMMUNICATIONS TEAM)**

**SUMMARY:**

1. The current Joint Corporate Communications Department (Digital Communications Team) Collaboration Agreement made under Section 22A of the Police Act 1996 is due to expire on 31 May 2024. It is proposed to extend this Agreement for a period of 12 months until 31 May 2025.

**RECOMMENDATION:**

1. It is recommended that the Chief Executive of the Office of the Police and Crime Commissioner be authorised to execute the extension to the collaboration agreement on behalf of the Police and Crime Commissioner.

**APPROVAL BY: PCC**

The recommendation set out is agreed.

Signature 

Date 18 January 2024

## **DETAIL OF THE SUBMISSION**

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

- 1.1 It is proposed to extend the current collaboration agreement in respect of the Joint Corporate Communications Department (Digital Communications Team) in order to enable the department to continue to fully collaborate pending completion of ongoing reviews into the Norfolk and Suffolk Constabularies' digital and engagement world.
- 1.2 The current Joint Corporate Communications Department (Digital Communications Team) Collaboration Agreement is due to expire on 31 May 2024. The extension seeks to extend this Agreement for a period of 12 months until 31 May 2025.
- 1.3 A review of the existing structure of the Corporate Communications function is likely to take place during 2024 to ensure that efficiency and effectiveness are maximised.
- 1.4 To allow sufficient time to complete any potential review and to ensure good governance procedures are followed for any consultation to implement any changes required, it is sought to extend the current agreement for 12 months.

### **2. FINANCIAL IMPLICATIONS:**

- 2.1 There are no financial or resource implications with the proposed extension.

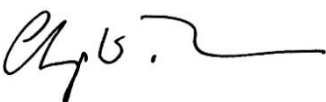
### **3. OTHER IMPLICATIONS AND RISKS:**

- 3.1 There are no other known implications and risks with the proposed extension.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	No
Has the PCC's Chief Finance Officer been consulted?	No
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** (this approval is required only for submissions to the PCC).

<p><b>Chief Executive</b></p> <p>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.</p> <p style="text-align: center;"></p> <p>Signature: <span style="float: right;">Date 18 January 2024</span></p>
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