

**POLICE AND CRIME COMMISSIONER (PCC) FOR LINCOLNSHIRE
REQUEST FOR DECISION**

REF: 024 / 2016
DATE: 9 December 2016

SUBJECT		EAST MIDLANDS CRIMINAL JUSTICE SERVICE SCT 22A
REPORT BY	HEAD OF EAST MIDLANDS CRIMINAL JUSTICE SERVICE (EMCJS)	
CONTACT OFFICER	C/Supt Julia Debenham, Head of EMCJS Tel 07971 328434	
EXECUTIVE SUMMARY AND PURPOSE OF REPORT		
<p>In December 2013 the four Chief Constables and PCCs of Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire were presented with the detailed business case for the creation of East Midlands Criminal Justice Service (EMCJS). This was approved (subject to consultation) and the service came into being in April 2014. Since then it has developed management and governance structures and established an annual business plan which defines the strategic direction of the service.</p> <p>It is necessary now that a formal collaboration agreement between the four EMCJS forces be put in place to formalise the arrangements that exist.</p> <p>A section 22a Collaboration Agreement for EMCJS was previously circulated to all four Chief Constables and PCCs for review on 14th July by Head of EMCJS, C/Supt Julia Debenham; this was subsequently signed by CCs and PCCs from Leicestershire, Nottinghamshire and Northamptonshire at a Tri-Force meeting in early October. The purpose of this report therefore is to bring the collaboration agreement to the attention of the PCC of Lincolnshire and request that they approve and sign the agreement.</p>		
RECOMMENDATION	The section 22 collaboration agreement is approved and signed by the PCC of Lincolnshire Police to formalise this collaboration.	

POLICE AND CRIME COMMISSIONER FOR LINCOLNSHIRE

I hereby approve the recommendation above, having considered the content of this report.

Signature:



Date: 9/12/16

A. NON-CONFIDENTIAL FACTS AND ADVICE TO THE PCC

A1. INTRODUCTION AND BACKGROUND

1. EMCJS Senior Management Team and Business Support Team, working with the regional Legal Team (EMPLS) have developed a Section 22a Collaboration

Agreement to formalise the regional criminal justice service that has notionally been in place since April 2014. This has been circulated to, and reviewed by ACPO teams and PCCs from all four collaboration forces (Leicestershire, Lincolnshire, Nottinghamshire and Northamptonshire). The section 22 agreement covers the following core areas (this list is not exhaustive):

Governance and Accountability

2. The Governance structure is described relating both to within EMCJS and also to how EMCJS reports to Chief Officers and PCCs.
3. A single C/ Supt. has been nominated as head of service and will report through a governance structure including:
 - o The PCC Board
 - o The Strategic Management Board
 - o The Strategic Custody Group
4. Responsibilities of each party are laid out in the agreement.

Financial Contribution

5. This section sets out how the funding of EMCJS is to be calculated. This section is critical to the understanding and commitment of forces to maintain their share of officers and staff, to ensure the successful operation of EMCJS.

Audit and Inspection

6. The Audit and Inspection clauses simply set out the way in which these practices will be done and the compliance elements for each force.

Human Resources Principles

7. This section sets out Human Resources principles under which EMCJS will operate. It makes clear that there will be a central management and support team employed by a single host force and that all other staff and officers will remain in the employment of their original forces. It also states how changes to the staffing structure of EMCJS would be approved, how vacancies are filled and how staff's basic terms and conditions are managed.

Information Assurance

8. This is a common clause in many section 22 agreements and provides the information assurance for each SIRO in each force.

Common Policies and Procedures

9. This section states that there are certain common policies already in place (finance for instance) but where these do not exist, but are held by separate forces, the development of such policies will be explored and, where appropriate, adopted into EMCJS working practices.

Procurement, Facilities, Services, Equipment and Premises

10. This section sets out the principles which will govern procurement within EMCJS, and which govern ownership and maintenance of existing equipment and services within each collaborating force.

Insurance, liabilities and indemnities

11. This section sets out the responsibilities of each force in relation to insurance and liability. Where possible common insurance policies will be enacted but many have to remain force led as EMCJS, like other collaborative units within the region, is not in itself a legal entity.

Review and Variation of Agreement

12. This section allows for parties to review the agreement on an annual basis or as directed by PCCs.

A2. LINKS TO POLICE AND CRIME PLAN AND PCC'S STRATEGIES/PRIORITIES

A fair deal for the people of Lincolnshire – EMCJS is providing efficiencies (both financial and operational) and a consistency of service across the region that will benefit each of the collaboration forces and the people living in those counties. It has already delivered a reduction in the management structure within criminal justice and will continue to seek ways in which an improved service can be provided to residents of the East Midlands, including Lincolnshire.

Reducing Crime – the provision of an improved criminal justice service, better working practices with partners and a better use of digital opportunities will provide a service that is both quicker and more effective. This will play a part in reducing crime in providing a more effective management of offenders and more sensitive treatment of victims and witnesses.

B. FINANCIAL CONSIDERATIONS

EMCJS has already delivered savings to forces during the initial set-up of the regional service. We are working with our Finance Business Partner (Lincolnshire) to further develop a savings plan going forward.

C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS

[This should include the legal powers the PCC has for making the decision]

The Police Act 1996 sets out the conditions and requirements under which Police Forces should collaborate.

All common procedures and policies put in place under the auspices of EMCJS are subject to an Equalities Impact Assessment. Authorised Professional Practice has been followed throughout

D. PERSONNEL AND EQUALITIES ISSUES

Staff Associations and Unions have been consulted throughout the establishment of EMCJS and the EMCJS team have engaged with the Partnership Forum in order to ensure concerns were addressed and resolved. A Health and Safety Board has been established to further address these issues. We also have a HR Business Partner fully engaged in the team to ensure personnel issues are managed and monitored and the Senior Management Team have oversight of them.

E. REVIEW ARRANGEMENTS

The governance arrangements include a quarterly Strategic Management Board that reviews the development of the service on an ongoing basis. An annual business plan is produced and approved by the Strategic Management Board, and reviewed again on a quarterly basis throughout the year.

F. RISK MANAGEMENT

Project Risks are managed by the EMJCJS Project Team and a full operational risk register is maintained by the Business Support Manager. These risks will be managed through the Governance structures set out in the section 22 agreement via the Strategic Management Board. The EMCJS business support team are members of the regional Risk and Business Continuity Forum, placing their risks in a regional context and sharing best practice with risk management colleagues.

G. PUBLIC ACCESS TO INFORMATION

Information in this form along with any supporting material is subject to the Freedom of Information Act 2000 and other legislation. Part 1 of this form will be made available on the PCC's website within one working day of approval. However, if release by that date would compromise the implementation of the decision being approved, publication may be deferred. An explanation for any deferment must be provided below, together with a date for publication.

Is the publication of this form to be deferred? No

If Yes, for what reason:






Until what date:

Any facts/advice/recommendations that should not be made automatically available on request should not be included in Part 1 but instead on the separate part 2 form.

Is there a part 2 form? Yes

If Yes, for what reason: The EMCJS Collaborative agreement is an unredacted version of the agreement and should not be published on the grounds that it could undermine operational tactics.

ORIGINATING OFFICER DECLARATION

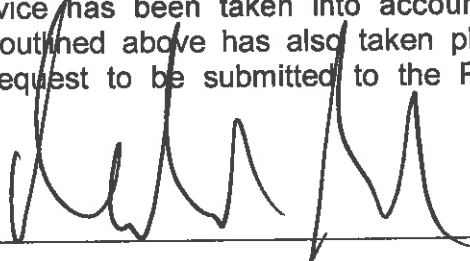
	Initial to confirm
Originating Officer: C/Supt Julia Debenham recommends this proposal for the reasons outlined above.	
Financial advice: The PCC's Chief Finance Officer has been consulted on this proposal.	
The CC's Chief Finance Officer has been consulted on this proposal.	
Monitoring Officer: The PCC's Monitoring Officer has been consulted on this proposal	
Chief Constable: The Chief Constable has been consulted on this proposal	

OFFICER APPROVAL

Chief Executive

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. Consultation outlined above has also taken place. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner for Lincolnshire.

Signature:



Date:

1/12/16