

For public release

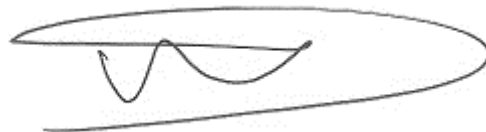
## Police and Crime Commissioner (PCC) for Lincolnshire Request for Decision

Ref: 09-2024  
Date: 22 March 2024

<b>Subject</b>	
<b>DFU Case Management System Business Case</b>	
<b>Report by:</b>	<b>DEvA Project Manager</b>
<b>Contact Officer:</b>	<b>Nicola Mayo, Assistant Chief Constable</b> <b>Telephone: 01522 947499</b>
<b>Executive summary and purpose of report:</b> The purpose of this report is to seek approval to undertake a procurement activity to purchase a new Case Management System for Digital Forensics as stated in the business case attached within Part 2 of this report.  This forms part of the overall DEvA Project Strategy, which includes: <ul style="list-style-type: none"><li>• Changes to Establishment Phase 1</li><li>• Changes to Establishment Phase 2</li><li>• Implementation of a new Digital Evidence Case Management System</li></ul>	
<b>Recommendation:</b>	<b>That the following item is considered and approved:</b>  <b>A proposal to procure a replacement Case Management System for Digital Forensics.</b>

### Police and Crime Commissioner for Lincolnshire

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



**Signature:**

**Date: 22 March 2024**

## **a. Non-confidential facts and advice to the PCC**

### **a1. Introduction and background**

- 1.1 A business case is needed for the procurement of a replacement case management system (CMS) for digital forensics due to the expiration of the existing contract ending in July 2025.
- 1.2 A replacement CMS will need to comply with the rules and regulations set about in the Forensic Science Regulator (FSR) Code of Practice and is a vital necessity that will allow Technicians to process cases efficiently and assist Officers in accessing information on their submissions.
- 1.3 The provision of a replacement CMS is necessary because otherwise, updates cannot be provided for existing forensics cases. The consequence would be that there is no method by which Practitioners can manage processing of individual exhibits. Having no CMS in place by July 2025 would mean we have to cease operations and processing of exhibits within the DFU/EMU/L1VE and DMI areas of forensics.
- 1.4 Failure to have a replacement Case Management System by the time the current Case Management System Contract ends in July 2024 will result in failure to meet accreditation requirements.
- 1.5 This forms part of the overall DEvA Project Strategy.

### **a2. Links to Police and Crime Plan and PCC's strategies/priorities**

The implementation of a new Case Management System supports the Police and Crime Commissioner's strategic aims of:

- Policing that works: *Holding the Chief Constable to account for the services the PCC provides and ensure the PCC continues to innovate and transform the service and gives the frontline officers the "right tools for the job" to respond to the diverse needs of our communities.*

## **b. Financial considerations**

Please see attached business case (*in part 2*) for financial considerations that have been ringfenced from the UKAS Accreditation Budget and Digital Evidence Accreditation (DEvA) project.

## **c. Legal and human rights considerations**

The Police Reform and Social Responsibility Act 2011 ("the Act") makes provision for the governance and administration of police forces. The Act charges the Police and Crime Commissioner for Lincolnshire with securing the maintenance, efficiency, and effectiveness of Lincolnshire Police.

**d. Personnel and equalities issues**

The PCC requires all providers / contractors to have policies in place to demonstrate their commitment and meet all applicable legislative requirements in relation to personnel and equality issues.

An Equality Impact Assessment will be completed as part of the project governance and will be reviewed throughout the project to ensure any concerns are actioned appropriately.

**e. Review arrangements**

This will be managed in accordance with existing Force policies and procedures and will be monitored as part of the ongoing project.

**f. Risk management**

All risks are being managed in accordance with existing Force policies and procedures and monitored as part of the ongoing Project risks.

**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.

<b>Is the publication of this form to be deferred?</b>	No
<b>If yes, for what reason?</b>	
<b>Until what date?</b>	

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.

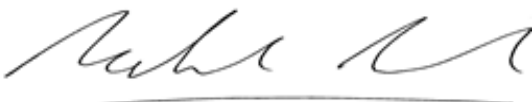
<b>Is there a Part 2 form?</b>	Yes
<b>If yes, for what reason?</b>	Supplier costings and information as part of the procurement process are commercially sensitive.

## Declarations

Originating Officer:	Initial to confirm
ACC Nicola Mayo recommends this proposal for the reasons outlined above	NM

The following people have been consulted on this proposal:	
The CC's Director of Finance and Corporate Services (S151)	SC
The A/Chief Constable	JD
The PCC's Chief Finance Officer	JF
The PCC's Monitoring Officer	MB

## Officer approval

Chief Executive	
<p>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.</p>	
<p>Signature: </p>	<p>Date: 22 March 2024</p>