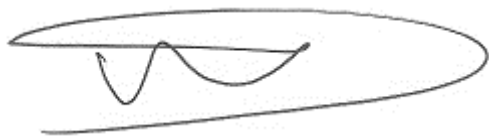


For public release

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

Ref: 16-2024
Date: 11 May 2024

Subject	
Minerva S22a Collaboration Agreement	
Report by:	CDIO Nicola Haywood-Cleverly
Contact Officer:	Ch Insp Mark Turner [Regional Niche Lead] Mark.Turner@notts.police.uk
Executive summary and purpose of report: To provide sufficient information to the OPCC, to secure approval by the Police and Crime Commissioner.	
Recommendation:	Police and Crime Commissioner to co-approve the Section 22a, following approval by DCC Debenham.

Police and Crime Commissioner for Lincolnshire	
I hereby approve the recommendation above, having considered the content of this report.	
Signature:	
	Date: 11 May 2024

a. Non-confidential facts and advice to the PCC

a1. Introduction and background

In March 2023 Chief Constable Sarah Crewe, as Chair of the national Minerva board wrote to Niche forces, requesting approval and signature for a Minerva Programme Section 22a collaboration agreement. Niche is a police Record management System [RMS] used by 28 police forces in the UK. Sarah Crewe chairs the national governance board, providing strategic oversight Niche delivery at a national level.

Over the past 12 months, the S22a has been revised, by Minerva, following feedback from forces nationally and to reflect responsibility for Minerva moving from the North Wales Police and Crime Commissioner to the Avon and Somerset Police and Crime Commissioner. Chief Inspector Mark Turner, the Head of the East Midlands, and City of London regional Niche programme, has worked alongside Minerva and the East Midlands Legal Department to undertake an important level of scrutiny and due diligence before requesting approval by

Chief Constables and Police and Crime Commissioners. I can now confirm that Michelle Tilston [East Midlands Legal Department Commercial Solicitor] has informed Minerva of her agreement of the Section 22a, without further amendment: "...I have revisited the wording of the Minerva section 22 and discussed the same with Mark this morning. As a result, I am pleased to confirm that we are happy to proceed with the section 22 as drafted and are therefore advising the Chiefs that it can be signed as is."

On that basis, can I ask that the Section 22a attached to accompanying e-mail be considered for signatures on behalf of the Police and Crime Commissioner, by Friday 28th March 2024. This signature should be endorsed on page 63 of the document alongside DCC Julia Debenham who signed this on behalf of the Chief Constable.

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

The Niche Record Management System [RMS] remains the core policing system within Lincolnshire. The system is used by police officers and staff to record crime and non-crime occurrences, support investigations, process offenders in custody, manage victim care and contact plans, build case files for prosecution at court and as a repository for intelligence led policing to prevent harm.

Minerva is the national Niche delivery team, staffed by seconded police officers and staff, to listen, collate, secure national agreement and petition change to ensure that the functionality of the RMS delivers a system that evolves to keep pace with legislative and operational needs.

It is believed that these principles link to, and support, the following key principles within the Police and Crime Plan:

- Community safety and prevention in partnership
- Listening, responding and being accountable
- Protecting and supporting victims and the vulnerable
- Policing that works.

b. Financial considerations

Lincolnshire Police has previously paid an annual contribution towards the Minerva Team, believed to be from 2018, and has budgeted for future annual contributions. As a member of the largest UK Niche collaboration, Lincolnshire receive a 20% reduction in the annual contribution. The Section 22 seeks to formalise this financial arrangement.

The Section 22 also seeks to share any loss, claim, cost, liability, or expense through the agreed Apportionment Ratio; as it is deemed unfair for a single OPCC to have sole responsibility for the activity of a national team.

c. Legal and human rights considerations

Michelle Tilston [Commercial Solicitor – East Midlands Legal Services] has reviewed the Section 22 and confirmed with Minerva her agreement in principle without the need of further amendment.

"..., I am pleased to confirm that we are happy to proceed with the section 22 as drafted and are therefore advising the Chiefs that it can be signed as is."

d. Personnel and equalities issues

No EIA required.

e. Review arrangements

The Section 22 has been reviewed, from an operational and process perspective, by the East Midlands and City of London Niche Head of Unit [Chief Inspector Mark Turner].

The Section 22 has been reviewed, from a strategic policing perspective, by the East Midlands and City of London Niche Senior Responsible Officer [Chief Digital and Information Officer Nicola Haywood-Cleverly].

The Section 22 has been reviewed, from a legal perspective, by the East Midlands Legal Service Commercial Solicitor [Michelle Tilston].

f. Risk management

Through an annual review and assessment, built into the governance structure of Minerva.

CDIO Nicola Haywood-Cleverly is the East Midlands regional member of the national Minerva Management Board, where these reviews will be conducted.

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?	N/A
Until what date?	N/A

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.

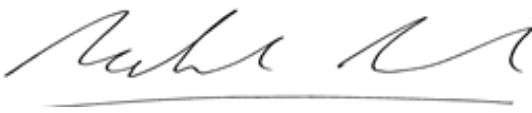
Is there a Part 2 form?	Yes
If yes, for what reason?	The information is operationally sensitive.

Declarations

Originating Officer:	Initial to confirm
Chief Digital and Information Officer (CDIO) Nicola Haywood-Cleverly recommends this proposal for the reasons outlined above	NHC

The following people have been consulted on this proposal:	
The CC's Director of Finance and Corporate Services (S151)	SC
The Chief Constable	PG
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 have 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>	
Signature: 	Date: 11 May 2024