

POLICE & CRIME COMMISSIONER FOR LEICESTERSHIRE JOINT AUDIT, RISK & ASSURANCE PANEL

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Report of	OFFICE OF POLICE AND CRIME COMMISSIONER
Subject	INFORMATION MANAGEMENT, SECURITY AND OBB OUTCOMES
Date	THURSDAY 14 SEPTEMBER 2017 – 2:00PM
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Purpose of the Report

1. At its meeting of 17th March 2017, the JARAP raised an action for the September 2017 meeting – “Information Security – Update by Paul Hooseman on the results and progress of new team following OBB review. Manager to attend the JARAP and present in September 2017”.
2. The purpose of this paper is to present the formal update on the action. The author will attend the JARAP to provide any further information as required.
3. The Information Management Section, then of the Professional Standards Department, underwent an Outcome Based Budgeting (OBB) review which presented to a Panel in December 2016.
4. Issues in relation to resource resilience were evidenced, both in relation to current business and anticipated future demand. The OBB Panel agreed to an increase in establishment of:
 - a.) Project Manager (2 year Fixed Term Contract) – Force initiatives,
 - b.) Project Manager (2 year Fixed Term Contract) – Regional and Tri-Force initiatives,
 - c.) Project Support Officer (2 year Fixed Term Contract)
 - d.) Information Sharing Advisor (2 year Fixed Term Contract)
 - e.) Freedom of Information (FOI) Act Officer
 - f.) Disclosure Assistant (0.8 of a post)

Existing vacancies also existed in the established roles of:

- g.) Compliance Auditor
- h.) Information Security Support Officer

5. Progression against these posts has resulted in today's position of:
 - a.) Filled.
 - b.) Post to be realigned to emerging risk of Information Asset Co-ordinator.
 - c.) Post to be realigned to emerging risk of FOI Researcher.
 - d.) VACANT – two attempts to shortlist and interview have been unsuccessful. Options for internal development opportunities to be explored with the HR Services.
 - e.) Filled.
 - f.) VACANT – potential for internal transfer of “at risk” resource.
 - g.) Filled.
 - h.) To be filled in September.

6. Appendix A provides an illustration / organisational chart.

7. A number of Orchid risks are directly addressed with the appointment of these resources, and resilience and progress can be mapped against:
 - STR1915 – Failure to comply with ICO recommendations around information asset owners.
 - STR1519 – RMADS resilience for Information Security
 - STR1945 – FOI requests – demand v capacity

8. Further work involving realignment of resources into Information Management is underway, designed to directly address resilience and progress against:
 - STR1916 – Failure to comply with ICO recommendations around records management.
 - STR 1917 – Failure to comply with the “Building the Picture” HMIC recommendations.

Recommendation

9. The Panel note the report.

Implications

Financial :	There may be financial implications associated with this report. These will become apparent once re-aligned posts as described above have been salary graded. The implications however are anticipated to be nil to minimal due to efforts to re-align existing roles.
Legal :	Progression against these areas assists with organisational legal compliance with current data protection legislation, and serves as good grounding for new legislation, anticipated in May 2018.
Equality Impact Assessment :	There are no equality issues associated with this report.

Risks and Impact : Progression described in this report mitigates and assists to further minimise Orchid strategic risks.

Link to Police and Crime Plan : The JARAP provides a valuable role in respect of assurance and scrutiny for the delivery of the Police and Crime Plan.

List of Appendices

Organisational Chart for the Information Management Section.

Background Papers

Nil.

Person to Contact

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