



Collaboration Agreement Summary

Shared Human Resources Service Centre

1. A collaboration agreement to establish a single unit which will provide all routine transactional Human Resource services (“SHRSC”) to Derbyshire Constabulary and Leicestershire Police. Such transactional services include employee support, recruitment, HR systems and learning and development.
2. In accordance with Section 23E of the Police Act 1996, this summary was prepared for publication on behalf of the Parties and contains summarised provisions in relation to scope and purpose, term, termination, direction and control, governance, funding and liabilities as deemed appropriate.
3. The Parties to this agreement are:
 - a) The Police and Crime Commissioner for Derbyshire
 - b) The Police and Crime Commissioner for Leicestershire
 - c) The Chief Constable of Derbyshire Constabulary
 - d) The Chief Constable of Leicestershire Police
4. This agreement replaces earlier agreements for the SHRSC. The agreement takes effect from 1st January 2024 and shall continue in force until 31st December 2028 unless it is terminated earlier in accordance with its terms.
5. The participating Police and Crime Commissioners shall be responsible for the governance of this collaboration and for holding to account the relevant Chief Constable for the discharge of functions by anyone who is acting under the terms of this collaboration agreement.
6. The participating Police and Crime Commissioners are responsible for the overall strategy for SHRSC, monitoring the effectiveness and efficiency of SHRSC and approving the budget (and related financial/strategic matters) for SHRSC.
7. The participating Police and Crime Commissioners Bodies are also responsible for the resolving of disputes, approving any significant alteration to the staffing of SHRSC and reviewing this agreement for the purpose of maintaining a legal framework in which SHRSC can operate in an efficient and effective manner.
8. The participating Chief Constables are responsible for monitoring, from an operational perspective, the effectiveness and efficiency of SHRSC, resolving any disputes which may arise from an operational perspective and reviewing this agreement from an operational perspective.
9. The Parties agree that there will be a Management Board consisting of a representative of each participating force of at least the rank of ACC or ACO , the Head of Unit and a senior finance representative supplied by the Lead Party (Finance). The Management Board will provide management and oversight of SHRSC and will act in accordance with its agreed terms of reference.

10. The Management Board will oversee the appointment of a Head of Unit who may, as necessary, authorise the purchase or lease of facilities, fleet, equipment, premises or other assets by the Lead Party (Strategic Estates) or the Lead Party (Procurement) for the SHRSC, up to the value of £10,000.00 per purchase or lease, provided that the purchase or lease is identified in the agreed Budget and that the Management Board is notified by the Head of Unit of any such purchase or conveyance at the next Management Board meeting. The purchase or lease of facilities, equipment or premises with a value more than £10,000 for SHRSC requires the approval of the Police and Crime Commissioners.
11. The Parties agree that SHRSC will be funded by financial contributions from the collaborating Police and Crime Commissioners, such financial contributions being calculated in accordance with apportionment ratios set out in the agreement.
12. All police staff involved in the establishment and maintenance of SHRSC are and will be employed by the Lead Party (Human Resources). All salary or redundancy costs incurred by the Lead Party (Human Resources) in respect of SHRSC staff will be reimbursed proportionately by the collaborating forces.
13. The Chief Constable of the Lead Force (Human Resources) shall have direction and control over all police staff within the SHRSC.
14. The agreement sets out which force is acting as lead party in respect of specified matters such as finance, human resources, information management, information security and procurement.
15. Each Party to this agreement agrees to comply with their respective obligations relating to information assurance, freedom of information, confidentiality, data protection, data security and risk management under any relevant regional agreement.
16. The provisions listed in paragraph 17 are contained within this agreement but their detailed publication is not deemed appropriate as either:
 - a) they are merely standard boiler plate clauses and are not considered controversial in any way or;
 - b) they contain sensitive operational or commercial information which it is not considered in the public interest to disclose.
17. List of other provisions:

<ul style="list-style-type: none"> Introduction and Legal Context Definitions and Interpretations Head of Unit's Responsibilities Records Audit and Inspection Human Resources principles Publicity Common Policies and Procedures Procurement and disposal of Facilities, Fleet, Equipment, Premises or other Assets Intellectual Property Insurance Liabilities 	<ul style="list-style-type: none"> Support and provision of Additional Services Notices Review and Variation Consequences of Termination Public Interest Disclosures Disputes and Arbitration Assignment Illegal/unenforceable provisions Waiver of Rights Entire Agreement Third Parties and Successors Further Assurances Governing Law
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