

**Collaboration Agreement Summary**  
**Criminal Justice Services - Data Quality Team (CJS-DQT)**

1. A collaboration agreement to establish a dedicated resource to address data quality issues ranging from simple duplication issues to more complex issues and to improve the quality of crime and intelligence data that will be shared between the parties pursuant to other collaboration arrangements across the police forces of Derbyshire, Leicestershire, Lincolnshire, Nottinghamshire, Northamptonshire and the City of London.
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 Police and Crime Commissioner for Lincolnshire
  - d. The Police and Crime Commissioner for Northamptonshire
  - e. The Police and Crime Commissioner for Nottinghamshire
  - f. The Common Council of the City of London in its capacity as Police Authority for the City of London
  - g. The Chief Constable of Derbyshire Constabulary
  - h. The Chief Constable of Leicestershire Police
  - i. The Chief Constable of Lincolnshire Police
  - j. The Chief Constable of Northamptonshire Police
  - k. The Chief Constable of Nottinghamshire Police
  - l. The Commissioner of Police for the City of London
4. This agreement shall take effect from 22<sup>nd</sup> March 2016 and shall continue in force for until 29<sup>th</sup> April unless extended or terminated earlier in accordance with its terms.
5. The Chief Officer and Policing Body of a collaborating force may withdraw from this collaboration upon twelve months' written notice to the other Parties.
6. The Policing Body for each force shall be responsible for the governance of this collaboration and for holding to account the relevant Chief Officer for the discharge of functions by anyone who is acting under the terms of this collaboration agreement.
7. The Parties agree there shall be a Management Board which shall consist of a suitably qualified individual from each of the collaborating forces.
8. The Management Board will be responsible for the organisation, direction and management of CJS-DQT and will act in accordance with its agreed terms of reference.
9. The Management Board will oversee the appointment of a Head of CJS-DQT who may, as necessary, authorise the purchase or lease of facilities, equipment or premises by the Lead Party (Strategic Estates) or the Lead Party (Procurement) for the CJS-DQT, up to the value of £20,000.00 per purchase or conveyance, provided the Management Board is notified by the Head of CJS-DQT of any such purchase or conveyance at the next Board meeting.
10. The Parties agree that CJS-DQT will be funded by financial contributions from the collaborating Policing Bodies, such financial contributions being set out in the collaboration agreement.
11. The roles within CJS-DQT are roles which will be filled by individuals specifically recruited into the posts and employed by the Chief Constable of Lincolnshire (who is the Lead Party (Human Resources) for employment purposes under this collaboration agreement) and the establishment of the CJS-DQT does not involve the provision of staff or officers from another force. All advertising, recruitment and salary or redundancy costs incurred by the Chief Constable of Lincolnshire Police in respect of CJS-DQT staff will be reimbursed proportionately by the other collaborating forces.

12. The Chief Constable of Lincolnshire Police shall have direction and control over the police staff within CJS-DQT.
13. 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.
14. The provisions listed in paragraph 15 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.
15. List of other provisions:

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| Introduction and Legal Context                   | Data Protection                  |
| Definitions and Interpretations                  | Notices                          |
| New Force Deed of Adherence                      | Review and Variation             |
| Audit and Inspection                             | Consequences of Termination      |
| Publicity  | Public Interest Disclosures      |
| Common Policies Procedures                       | Disputes and Arbitration         |
| Procurement of Facilities Equipment and Premises | Assignment                       |
| Insurance  | Illegal/unenforceable provisions |
| Liabilities                                      | Waiver of rights                 |
| Support and provision of additional services     | Entire Agreement                 |
| Freedom of Information                           | Counterparts                     |
| Confidentiality                                  | Third Parties & Successors       |
| Data Security                                    | Further Assurances               |
| Risk Management                                  | Governing Law                    |