**Appendix 1**

**Business Continuity Force Critical Functions**

| **Definition of Critical Functions** | **Command** | **Department** | **Identified Critical****Functions** | **Tested** |
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| The Force has 9 Critical Functions which must be maintained:* To maintain effective communications with the public
* To receive and respond to Emergency Calls providing an appropriate response to immediate incidents prioritising those at greatest risk due to vulnerability
* To continue to effectively investigate crime ensuring vulnerable individuals are quickly identified and receive a response appropriate to their needs
* Maintain the ability to deal with:

 * Major, Critical and Emergency Incidents
* Serious Crime
* Firearms Incidents
* Serious Public Order
* Fatal and Serious Road Traffic Collisions
* Ensure the health, safety & well-being of staff through the provision of effective training, equipment, support and governance to deal with operational challenges.

 * To provide effective custody facilities and Critical Case Progression
* To deal effectively with all matters which impact upon community cohesion, or the credibility and reputation of the Force
* To provide effective command and control of incidents
* To maintain a cadre of Police Officers/Staff with specialist knowledge e.g., Firearms and Critical Incident Commanders.
 | **Chief Officer Team**  |  | Maintain effective command of the force by developing and maintaining a command structure.Provide strategic command of Nottinghamshire Police and collaboration with internal and external strategic partners.Engage where appropriate with both National and Local agencies, including Strategic Coordination Group, LRF and OPCCEngage with Regional Forces re. collaborationSet policing strategy and prioritise the use of policing capabilitySet the strategy for return to normality following Critical Incident. | Yes |
| **Local Policing** | **Contact Management** | Answering telephone calls – 999s (Immediate)Answering telephone calls – 101’s (Immediate)Incident Creation (Immediate)Incident grading and incident grading (Dispatchers) (Immediate)Dispatching (Immediate)Control of incidents (dispatchers) and Control of Major incidents (Control Room Managers) (Immediate 24 hours) Answering telephone calls – 101s (Switchboard) (1 hour) Immediate Real Time Intelligence (Within 12 hours) (Immediate). | Yes |
| **Local Policing** | **Custody** | Provide facilities for the reception and detention of arrested persons within Nottinghamshire. | Yes |
| **Processing Prisoners** | Provide facilities and enable effective processing of detained persons – including required pre charge processes (fingerprint, photo, DNA, drug testing, PNC update) and interview facilities. | Yes |
| **Local Policing** | **Response**  | Provides the 24/7 365 capability to respond to incidents graded “Urgent” or “Priority” by the Force Control Room (FCR) Protect life and Property.This includes responding to and management of critical/major and serious incidents under the direction of the Demand Management Inspector.Provide sufficient numbers of trained PSU officers to meet spontaneous call out requirements. | Yes |
| **Local Policing** | **Neighbourhoods**  | Deliver visible, accessible NP to all communities including the dealing of demand including immediate and urgent incidents as well as standard gradeProvide Reassurance, visibility, and engagement with communities. | Yes |
| **Crime and Specialist Operations** | **Intelligence** | Provide capability for Intelligence development to identify, research, report on open/closed source materialManagement of SPoC applications and out of hours (on call) cover. | Yes |
| **Crime and Specialist Operations** | **SOCTF** | SOC investigation capabilityProvide a covert investigation capability, into serious crime for the ForceRecovery of video and audio recordings from scenes and devicesCopy, edit, enhance and reproduce video and audio recordings (including internally produced video interviewsExamination of seized mobile devicesExamination of seized computer devicesProvide a Surveillance function for the Force.Management of various OCG’s.Escalate where appropriate To EMSOU for additional resources. | Yes |
| **Crime and Specialist Operations** | **Public Protection** | Provide trained and equipped staff to conduct Child /Adult Protection investigations (CAIU and CSE investigations) - (Immediate)Maintain Force Investigative capabilityProvide trained and equipped staff to conduct Adults at risk investigations – which would include rape, serious sexual offences, offences against vulnerable adults and Domestic Abuse offences. Provide trained and equipped staff to conduct the management of Sex and Dangerous persons/offenders. | Yes |
| **Crime and Specialist Operations** | **Prosecutions** | Critical case progressionRemand File PreparationShift working Case Assessment OfficersCrown Court Files. | Yes |
| **Crime and Specialist Operations** | **Armed Policing****(OSD)** | Provide Armed Police Incident Response capability including specialist Armed Police Response capability (including. Baton Rounds/CS/Stun Grenades)Provide trained Strategic/Tactical/Operational firearms Commanders to authorise and command deploymentsProvide trained Firearms Tactical Advisor for Gold/Silver CommandersProvide trained and equipped Explosives Search Dog and handler at relevant incidents. | Yes |
| **Tactical Support Teams****(OSD)** | Provide trained and equipped officers to give expert advice on Police searchesProvide trained and equipped officers to search in relation to missing people, serious crime, both defensive and offensive terrorist searches and CBRNProvide PSU level officers fully trained and equipped to respond immediately to the threat of serious disorderProvide fully trained officers who are able to respond to any CBRN incident. | Yes |
| **Operational Emergency Planning** **(OSD)** | Provide planning support to operations within the Force in addition a contingency and response to emergencies and incidents within the Force. | Yes |
|  | **Serious Collision Investigation (OSD)** | Provide dedicated Road Death SIOs.Provide specialist capability to attend and investigate major/serious injury/fatal RTC.Maintain Force Investigative capability. | Yes |
| **Corporate Services**  | **Information Services** | Access to FHQ for the Support and Maintenance of Force IT technologies and systems supporting the ACPO Critical Policing Functions (4 hours) (Immediate 24 hours). | No |
| **Deputy Chief Constable** | **Estates** | Provision of emergency accommodation. Maintaining the emergency accommodation plan.Maintaining contractor liaison during emergency. Maintaining liaison with contractors and suppliers during an emergency.Site Management and Security. | Yes |
| **Deputy Chief Constable** | **Fleet** | Support Emergency Planning and operation support with an emergency situation, including sourcing additional fleet when requiredMaintain, service, repair Notts Police vehicle fleet | Yes |
| **Deputy Chief Constable** | **Professional Standards** | Provide On Call Critical Incident Cover.  | Yes |
| **Deputy Chief Constable** | **Corporate Communications** | To maintain effective communications with the public, through a number of different communications platforms, including the force website and social media, and external news outlets (Immediate)Strategic communications management (Immediate)To ensure officers and staff, Partners and Stakeholders are kept up to date with information (Immediate). | Yes |
| **Deputy Chief Constable** | **People Services** | Provision of access to staffing databasesProvide link and engage with Staff Associations /Unions, Duties Team and Occupational Health. Giving guidance and support to Senior Team and supporting staff and families as appropriate **(To be reviewed following migration of MFSS back in Force)** | Yes |
| **Deputy Chief Constable** | **Finance** | PayrollRequisitions/Cash availability. | Yes |
| **Corporate Services**  | **Archives and Exhibits** | Retrieval of all crime exhibit and evidential material for Forensic Examination.Retrieval of all crime exhibit and evidential material for Court.Maintenance and provision of walk-in freezers to ensure preservation of evidential items associated with serious crime.Ensure property/exhibits can be made readily available when required for court and criminal investigations. | Yes |
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