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| <b>For Information</b>   |  |
| <b>Public/Non Public</b> | <b>Public</b>  |
| <b>Report to:</b>        | <b>Joint Audit and Scrutiny Panel (JASP)</b>               |
| <b>Date of Meeting:</b>  | <b>23 June 2020</b>  |
| <b>Report of:</b>        | <b>Deputy Chief Constable Barber</b>                       |
| <b>Report Author:</b>    | <b>Andrew Burton, Risk and Business Continuity Officer</b> |
| <b>E-mail:</b>           | <b>andrew.burton16158@nottinghamshire.pnn.police.uk</b>    |
| <b>Other Contacts:</b>   | <b>Amanda Froggatt, Force Assurance Lead</b>               |
| <b>Agenda Item:</b>      | <b>18</b>  |

## **Business Continuity Compliance and Assurance Testing and Exercising**

### **1. Purpose of the Report**

- 1.1 To provide the Joint Audit and Scrutiny Panel (JASP) with an update on progress against the Force Business Continuity function from January – April 2020.
- 1.2 To inform the Panel of the schedule of planned work through Quarter 4.
- 1.3 To provide JASP with an update on the main themes and issues arising from the testing of individual departments.

### **2. Recommendations**

- 2.1 That the Panel notes the progress made against the Force Business Continuity function and testing.

### **3. Reasons for Recommendations**

- 3.1 To enable the Panel to fulfil its scrutiny obligations with regard to Nottinghamshire Police and its response to Business Continuity.
- 3.2 To provide the Panel with greater scrutiny opportunities and to reach more informed decisions.
- 3.3 To provide the Panel with the opportunity to shape the focus and priority areas of Business Continuity Testing.

### **4. Summary of Key Points**

#### **Business Continuity Update**

- 4.1 Prior to the Coronavirus outbreak Force Business Continuity Plans, Business Impact Assessments were being updated and refreshed in accordance with annual reviews and recent movement of staff.

Each Plan was quality assured for consistency and individual/joint contribution to the Forces' Critical Functions. All Force Plans are current and appropriate changes to staffing have been incorporated.

- 4.2 During this period the People Services Plan was refreshed, updated and tested (full report completed) with key members of the Department. No issues were raised for escalation.
- 4.3 In December 2019 there was an electrical fire at Mansfield Police Station that originated in one of the locker rooms. No injuries resulted and little external damage caused but teams had to be relocated until full power/water could be reconnected. Business Continuity Plans were enacted, with teams moved to previously agreed alternative accommodation. There was no operational disruption regarding service delivery to the public.
- 4.4 The incident was subject to a designated Gold Group chaired by an ACC Cooper and immediate responses were actioned to prevent a similar re-occurrence and also to address issues that effected the Force Information Technology (IT) servers. Immediate Health and Safety concerns were addressed and an issue regarding the Forces IT servers was resolved. This resilience has now been reinforced by the adoption of a new Force Command and Control system which should prevent a similar reoccurrence.
- 4.5 Further learning from the 'Fire incident' will be fed into lessons learned and be reflected in the refreshed Business Continuity Plans of those Departments that were effected.
- 4.6 In light of the Coronavirus all Business Continuity Plans have been further reviewed by Heads of Department, as to their relevance, with reference to Force Critical Functions and their appropriateness to address the current threat, accuracy in detail, i.e. roles/contact numbers.
- 4.7 In line with National Guidance each Department Head has specifically reviewed their plan against a nationally agreed exercise specific to the perceived Coronavirus threat. This included loss of staff and increased demand against different scenarios, agile working and command resilience. All twenty five Force Business Continuity Plans were assessed against the exercise, including the OPCC, and judged to be fit for purpose.
- 4.8 Force Business Continuity approach and Plans now feed into the dynamic response from Nottinghamshire Police to the Coronavirus threat through the established and regular Gold Groups together with the Emergency Planning Department and through Operation Bion (Force response)
- 4.9 The Force continues to closely liaise and work with Regional Forces regarding Business Continuity at this time to ensure good practice, and where appropriate resources, are shared to avoid disruption in service across the region.

- 4.10 For the foreseeable future Business Continuity Plans will be reviewed and revised as the current Coronavirus crisis continues. They will be tested, albeit this will be done remotely, in observance of the National current advice and guidelines. This will ensure that on conclusion of the Coronavirus crisis Nottinghamshire Police will be in a good position to return to 'normality' as soon as possible and any lessons learned will inform the Forces future Business Continuity approach going forward.

## **5. Financial Implications and Budget Provision**

- 5.1 If financial implications arise from recommendations raised from Business Continuity Testing, these implications are considered accordingly. Where an action cannot be delivered within budget provision, approval will be sought through the appropriate means.

No financial implications have been identified during this reporting period.

## **6. Human Resources Implications**

- 6.1 There are no direct human resource implications as a result of this report. HR implications resulting from specific actions will be managed on a case by case basis.

## **7. Equality Implications**

- 7.1 There are no direct equality implications as a result of this report. HR implications resulting from specific actions will be managed on a case by case basis.

## **8. Risk Management**

- 8.1 Nottinghamshire Police have recently adopted a Risk Management Tool that is computer, Cloud based. This will allow the Force to capture and update departmental and strategic risks in a dynamic and proactive way. This will also compliment and be integral to the Force Business Continuity approach. It will go live in early April 2020.

## **9. Policy Implications and links to the Police and Crime Plan Priorities**

- 9.1 Any policy implications will be subject to current policy development process.

## **10. Changes in Legislation or other Legal Considerations**

- 10.1 There are no direct legal implications as a result of this report.

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| <b>11. Details of outcome of consultation</b> |
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11.1 Where escalation arises this is considered at the Organisational Ethics Risk and Learning Board. This are formally documented with recorded action points.

No issues were escalated to the Board within this reporting period.

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| <b>12. Appendices</b> |
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