



Nottinghamshire

## **POLICE & CRIME COMMISSIONER**

**From:** Lisa Pearson  
**Tel:** 0115 9670999 Ext 801 2008  
**Date:** 2 January 2013

<b>DMR Ref:</b>	2013/001
<b>Timing:</b> (please delete as appropriate)	Normal (it needs to be seen within two weeks)

### **PART ONE**

#### **EXECUTIVE DECISION MAKING REPORT**

#### **NOTTINGHAMSHIRE OFFICE OF THE POLICE AND CRIME COMMISSIONER**

##### **TITLE OF SCHEME OR SERVICE**

Nottinghamshire Office of the Police and Crime Commissioner Publication Scheme

**CLEARED BY** Kevin Dennis, Chief Executive

##### **DECISION:**

To agree Freedom of Information Publication Scheme

##### **EXECUTIVE SUMMARY:**

As well as responding to requests for information, Nottinghamshire Office of the Police and Crime Commissioner must publish information proactively. The Freedom of Information Act requires every public authority to have a publication scheme, approved by the Information Commissioner's Office (ICO), and to publish information covered by the scheme.

The scheme sets out our commitment to make certain classes of information routinely available, such as policies and procedures, minutes of meetings, annual reports and financial information.

##### **Nottinghamshire Police and Crime Commissioner**

The above request has my approval.

**Signature:**

**Date:**

16/1/13

**1. How does the proposal address the Police and Crime Plan priorities?**

The publication scheme supports the police and crime plan priorities

To support the priorities and delivery against the Police and Crime Plan. Employees who work directly for the Office of the Police and Crime Commissioner need to be supported by legally compliant employment policies and procedures.

**2. What local needs are you expecting to meet?**

We are committed to delivering an open and transparent service whenever possible and it is our intention to publish information in our Publication Scheme that the public have an interest in viewing.

**3. What outcomes are expected to be achieved?**

- Details of what information the Nottinghamshire Office of the Police and Crime Commissioner publishes or intends to publish as a matter of course;
- How the information will be published
- Whether the information will be available free of charge or on payment
- To describe the process for requesting information and the timescales for response

**4. What consultations have taken place with those affected by the proposal?  
What did they say?**

The Information Commissioner has approved the publication scheme.

**5. Have you considered all reasonable courses of action and options?**

The scheme complies with Freedom of Information Act 2000 and The Elected Local Policing Bodies (Specified Information) Order.

It also takes account of good practice developed by other public organisations.

**6. What will be the impact be on performance and risk?**

The public will be able to access publication information which may be of interest to them. There are no risks with publishing

**7. What are the resource implications and will the proposal achieve greater efficiency and value for money?**

There are no resource implications and the scheme will achieve greater efficiency and value for money.

**8. Provide any supplementary information to support your proposal**

The purpose of our Publication Scheme is to let the public know what information is readily available without your needing to ask us for it. By readily available we mean that the information is available on our website; can be obtained from us if you request it by letter, e-mail or telephone call; can be purchased from us; or can be found in a local library.

Part 2 of our Publication Scheme sets out the classes or types of information that we publish or intend to publish, how they can be obtained and whether they are free or if we will ask you to pay a charge.

**9. Public Access to Information**

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Part 1 of this form will be made available on the PCC website within 2 working days of approval. Any facts and advice that should not be made automatically available on request should not be included in Part 1, but instead on a separate Part 2 form. Determent is only applicable where release before that date would compromise the implementation of the decision being approved.

Is the publication of this approval to be deferred? No

**10. Any Further Action Required:**

The publication scheme must be reviewed from time to time.

**ORIGINATING OFFICER'S NAME AND CONTACT DETAILS**

**Lisa Pearson**

**Tel: 0115 9670999 Ext 801 2008**

## PART TWO EXECUTIVE DECISION MAKING REPORT

Specialist Advice Consultation Y/N <i>To be completed for all Nottinghamshire Police proposals. If consultation has not taken place you need to say why.</i>		Date Consulted	Comments
Chief Officer (ACPO)	No	26.10.12	Confirmed he would dedicate resource to ensure information was available for publication.
Head of Legal Services	Yes	24.10.12	There are amendments to the Specified Information Regulations effective on the 22nd November.  The scheme was updated accordingly.
Assistant Chief Officer Resources :	Yes	26.10.12	Work with the force to agree process for publication of the information.
Departmental Head	Yes	9.2.12	Confirmed they would ensure the information is available for publication
Other (Chief Finance Officer (OPCC), Head of ICT or Estates. Divisional Commander) Optional as appropriate.	Yes	26.10.12	Requested further clarification regarding publishing expenditure over £500

### Officer Approval (Nottinghamshire Office of the Police and Crime Commissioner)

#### Chief Executive

I have been consulted about the proposal and confirm that the appropriate financial and legal advice have been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signature: *K Dennis*

Date: 11/1/13