

Nottinghamshire Police

Business Continuity

Strategy

Aims:

To provide the framework within which the Force can comply with its statutory duties as a category 1 responder under the Civil Contingencies Act 2004 and the Business Continuity requirements of the organisation and all interested parties, by introducing a business continuity management system (BCMS) that aligns with ISO 22301:2012.

This process provides Nottinghamshire Police with the means to anticipate, prevent, mitigate, respond to, and recover from disruptions; whatever their source and whatever aspect of the organisation's business they affect.

Through this strategy Nottinghamshire Police will aim to:

- Maintain prioritised Force Critical Functions within accepted timescales (See Force Critical Functions).
- Ensure that the service to the public and public safety is maintained during an unscheduled event, emergency or any disruption to the critical activities of the Force.
- Comply with the statutory obligations under the Civil Contingencies Act 2004 and adhere to all other relevant legislation.
- Develop and maintain BCM in line with ISO 22301 (HMIC Standards).
- Progress BCM with regard to externally and internally identified risks, threats and situations including those arising from the Local Resilience Forum Community Risk Register and police regionalisation and collaboration where the impact of disruption may fall on one or all of the participating forces.
- Continue to effectively engage with other interested parties, responders, partners, agencies and other dependents to develop effective BCM.
- Mitigate loss of revenue / unnecessary expenditure.
- Ensure the Force retains its major incident response capability.
- Protect the reputation of Nottinghamshire Police and the Police Service.

Objectives:

The objectives of this strategy are:

- To help deliver effective corporate governance.
- To ensure that BCM positively supports decision making in the strategic business planning framework by identifying key issues that could affect the delivery of Nottinghamshire Police's critical functions in the event of an emergency or other disruption to service provision.
- To identify key roles and ensure that clear leadership responsibilities are known and understood throughout the Force.
- To further embed BCM into the culture and strategic business planning framework of the Force.
- To explain the internal processes which deliver BCM within the organisation.
- For BCM to be supported at all levels by both officers and staff, and be seen as the responsibility of all.
- To identify mechanisms for continuously developing resilience for all aspects of each operational function through proactive research, planning, exercise and training.
- To provide a structured framework for the recovery of functions and services following a disruption of any kind.
- To ensure that BCM is a continuing strand of planning, delivering and reviewing services.
- To ensure BCM is embedded in police procedures and internal reviewing processes.

Business Continuity Management (BCM) Process:

BCM is a process, which enables a structured framework, through which organisational functions and activities constantly develop resilience through awareness, training and exercise.

- Identify and agree a list of the Critical Functions completed by the Force (including those undertaken by other agencies on behalf of the Force)

- To identify key roles and ensure that clear leadership responsibilities are known and understood throughout the Force.
- Produce and maintain appropriate performance indicators and guidelines regarding acceptable minimum standards of performance related to Critical Functions.
- Agree the maximum tolerable period of disruption for each Function.
- Produce plans which will ensure Critical Functions can be maintained or recovered to acceptable minimum standards within the agreed maximum tolerable period of disruption for each activity.
- To further embed BCM into the culture and strategic business planning framework of the Force.
- To provide a structured framework for the recovery of functions and services following a disruption of any kind.
- To ensure that BCM is a continuing strand of planning, delivering and reviewing services.

Prioritisation:

A force wide view will be taken when assessing the priority and criticality of each function; all interested parties and key interdependencies, with both internal and external functions / services, will be taken into account to ensure that functions are given the correct priority status.