

REQUEST FOR DMPC DECISION – PCD 165

Title: Enabling Digital Forensics Capability Project

Executive Summary:

This paper requests approval for the MPS's participation in a Home Office Transforming Forensics Funded Project to assess the three level enabling digital forensics operating model recently implemented in the MPS and to determine the benefits of implementation in other forces to obtain economies of scale from collaboration.

The MPS will be entering into a collaboration agreement with West Yorkshire Police, so that the MPS can access funding of £429,000.

Recommendation:

The DMPC is asked to

1. Agree to the MPS entering into a collaboration agreement with West Yorkshire Police so that it can access £429,000 of funding in order to progress the "Enabling Digital Forensics Capability" project as part of the Home Office Transforming Forensics Programme.

Deputy Mayor for Policing And Crime

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

Signature

Sophie Linden

Date

13/3/17

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC

Decision required – supporting report

1. Introduction and background

1.1. The MPS has implemented an enabling model for digital forensics that has demonstrated significant benefits in terms of improved turnaround times for the extraction of data from digital devices. The model consist of three levels:

- Level 1 Self Service Digital Forensic Kiosk – for use by investigating officers
- Level 2 Digital Forensic Hubs – Examinations by trained technicians using more complex digital forensic tools and techniques
- Level 3 Central Laboratory – Development of processes for novel devices, highly complex examinations and validation procedures.

The principal aim of this model is to provide forensic data more quickly and to support more effective outcomes in the criminal justice system.

1.2. Four forces (Bedfordshire, Cambridgeshire, Kent and Essex) and the Eastern Region Serious and Organised Unit (ERSOU) are participating in the pilot project to evaluate the benefits gained from the adoption of the model in other forces and to determine how it maybe optimally deployed, taking account of different operational contexts.

1.3. The agreed scope of the “Enabling Digital Forensics Capacity” project cover an in-depth quantitative evaluation of the benefits from the implementation of the model in the MPS, which will act as a demonstration site, a six month pilot of new technology and processes in the participating forces, and production of deliverables facilitating the longer-term deployment of the model in the other forces across the UK.

2. Issues for consideration

2.1. The MPS has commenced the project at risk due to the tight timescales. The Forensic Services budget will be used to cover the £180,800 expenditure that will be incurred by the end of March 2017, if the project is not approved. The MPS will be able to claim back the costs incurred from West Yorkshire Police, if the project is approved. The Home Office has confirmed the funding for 2016/17 cannot be carried forward to 2017/18.

3. Financial Comments

3.1. The funding of £429,000 will be made available to the MPS by entering into a collaboration agreement with West Yorkshire Police. West Yorkshire Police is the lead for the Transforming Forensics programme and has received Police Transformation Funding from the Home Office. The funding will be used to cover the cost of the project team including a business analyst/project manager and business change consultant, and the procurement of three kiosks for each of the participating forces and ERSOU for the pilot period.

3.2. The expenditure for 2016/17 is £180,800 and the spend for 2017/18 is £248,200. The route to market for the kiosk equipment for the pilot will be via the Digital MPS contract, awarded in December 2016, which will allow the kiosk equipment to be procured compliantly and within the required timescales.

4. Legal Comments

- 4.1. Section 22 of the Police Act 1996, as amended by Section 89 of the Police Reform and Social Responsibility Act 2011 allows for MOPAC, as the local policing body, in connection with the discharge of any of its functions to enter into a collaboration agreement.
- 4.2. Under paragraph 4.5 of the MOPAC Scheme of Delegation and Consent approval is required by the Deputy Mayor for Policing and Crime for all collaboration agreements where the Act requires. As this is police body collaboration, it is required.
- 4.3. There will be a written agreement between MOPAC, MPS and the Police and Crime Commissioner for West Yorkshire Police to formalise the arrangement. The agreement will be published under the Elected Local Policing Bodies (Specified Information) Order 2011.

5. Equality Comments

- 5.1. The services proposed to be provided will be provisioned either as fixed term appointments or through current contracts for contingent workers. The sourcing of these resources either through an agency or as part of a recruitment process will be in accordance with the MPS internal standards and processes in accordance with the Equalities Act 2010.

6. Background/supporting papers

- 6.1. None.

Public access to information

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

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred ? NO

Part 2 Confidentiality: Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rational for non-publication.

Is there a **part 2** form – No

If yes, for what reason:

ORIGINATING OFFICER DECLARATION:

Head of Unit: The Head of Strategic Finance and Resource Management has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓
Legal Advice: The MPS legal team has been consulted on the proposal.	✓
Financial Advice: The Head of Strategic Finance and Resource Management has been consulted on this proposal.	✓
Equalities Advice: No Equality and Diversity issues identified.	✓

OFFICER APPROVAL**Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature *R. Lawrence*

Date *8/3/17*

ENABLING DIGITAL FORENSICS CAPABILITY PROJECT

Investment Advisory Board - March 2017

Report by Director Forensic Services, Gary Pugh on behalf of the Deputy Commissioner

EXECUTIVE SUMMARY

MOPAC Approval is requested for the MPS' participation in a Home Office Transforming Forensics Funded Project to assess the three level enabling digital forensic operating model recently implemented in the MPS and to determine the benefits of implementation in other forces to obtain economies of scale from collaboration. This opportunity was highlighted in briefing and the Full Business Case agreed by MOPAC in December 2016 to award the contract for Managed Service Provision (MSP) to MASS Ltd.

A decision is required in early-March 2017 to enable the MPS to confirm involvement by way of a collaboration agreement, receive funding and procure equipment within FY 2016/17 for deployment and piloting in FY 2017/18. The proposed route to market is via the MSP contract which will allow the equipment to be procured compliantly within the required timescale.

A. RECOMMENDATIONS – That the Deputy Mayor for Policing and Crime

- 1 Approves the MPS, in accordance with paragraph 4.5 of the Scheme of Delegation and Consent, to enter into a collaboration agreement under section 22 of the Police Act 1996 with West Yorkshire Police so that it can access £429,000 of funding in order to progress the "Enabling Digital Forensics Capability" project as part of the Transforming Forensics programme.**

B. SUPPORTING INFORMATION

- 1. The MPS has implemented an enabling model for digital forensics that has demonstrated significant benefits in terms of improved turnaround times for the extraction of data from digital devices. This model consists of three levels:**
 - **Level 1. Self Service Digital Forensic Kiosks - For use by investigating officers**
 - **Level 2. Digital Forensic Hubs - Examinations by trained technicians using more complex digital forensic tools and techniques**
 - **Level 3. Central Laboratory - Development of processes for novel devices, highly complex examinations and validation procedures.**
- 2. The focus of this model is delivering actionable data as quickly as possible to the investigation: delivering faster forensic outcomes at the point of need and closer to front line will mean swifter results are fed into the CPS and wider CJS processes, providing swifter judicial outcomes and justice seen for the victims as well as significant cost savings by reducing need to follow unproductive lines of enquiry and re-bailing suspects.**
- 3. Four forces (Bedfordshire, Cambridgeshire, Kent, and Essex) and the Eastern Region Serious and Organised Unit (ERSOU) have agreed to participate in a pilot project to evaluate the benefits to be gained from the adoption of the model in other forces and to determine how it may be optimally deployed, taking account of different operational contexts. The recent award of Police Transformation Funding to West Yorkshire Police as the lead for the Transforming Forensics**

Not Protectively Marked

programme will make available to the MPS and the four forces £429,000 for an 'Enabling Digital Forensics Capability' project in which the MPS will act as a demonstration site, funding a quantitative assessment of the benefits of the model as well as preparing design and implementation templates facilitating the application of the model in other police forces.

4. The agreed scope of the "Enabling Digital Forensics Capacity" project covers an in-depth quantitative evaluation of the benefits from the implementation of the model in the MPS, which will act as a demonstration site, a six-month pilot of new technology and processes in the participating forces, and production of deliverables facilitating the longer-term deployment of the model in other forces across the UK. These are:
 - a. Demand analysis report for each interested force (5 in total)
 - b. Design for application of model for each interested force (5 in total)
 - c. Implementation plan for each interested force (5 in total)
 - d. Force demand assessment and planning templates to ease the deployment for future forces who express an interest in adopting model
 - e. Financial model for implementation by future forces

5. The evaluation will be independently reviewed on behalf of the Home Office to ensure that the conclusions of the benefits evaluation are robust and the findings valid. The benefits evaluation will assess the model's contribution toward achieving the following success criteria, identified as the overall aims of the enabling model (where relevant to each participating force):
 - a. Reduced turnaround times (speed improvements)
 - b. Increased capacity / reduced backlogs / reduced outsourcing (volume improvements)
 - c. Reduced "bail to return"
 - d. Improved user experience
 - e. Increased technical knowledge of investigating officers (preparing officers for the future)
 - f. Simplification of process to secure ISO 17025 accreditation for kiosks (level 1)

C. OTHER ORGANISATIONAL & COMMUNITY IMPLICATIONS

Equality and Diversity Impact

1. The services proposed to be provided will be provisioned either as fixed term appointments or through current contracts for contingent workers. The sourcing of these resources either through an agency or as part of a recruitment processes will be in accordance with the MPS internal standards and processes and in accordance with the Equalities Act 2010.
2. There is nothing in the model or the intended service to be supplied to the other forces in the pilot that would have a negative impact on equality or diversity.

Not Protectively Marked

Table 1: Inclusion Diversity and Equality Screening

Inclusion, Diversity and Equality Screening	
a)	<input type="checkbox"/> Age
Recruitment for the new MPS FTAs will be in accordance with internal standards and processes and in accordance with the Equalities Act 2010	
b)	<input type="checkbox"/> Deaf / Disability
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
c)	<input type="checkbox"/> Gender Reassignment
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
d)	<input type="checkbox"/> Marriage and Civil Partnership (for employment purposes only)
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
e)	<input type="checkbox"/> Pregnancy and Maternity
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
f)	<input type="checkbox"/> Race
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
g)	<input type="checkbox"/> Religion or Belief
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
h)	<input type="checkbox"/> Sex (gender)
The protected characteristic of sex (gender) no one group is overly represented within the TUPE personnel. Recruitment for the new MPS FTEs will be in accordance with internal standards and processes and in accordance with the Equalities Act 2010	
i)	<input type="checkbox"/> Sexual Orientation
The same considerations and approach in respect of the protected characteristics will be taken in accordance with the arrangements included under a) above.	
j)	<input type="checkbox"/> Other issues
Add text	
Inclusion, Diversity and Equality Screening approved by Senior Responsible Owner of the Business Case	
Name and Role:	
B/OCU:	
Date:	

Financial Implications / Value for Money (mandatory)

1. £429,000 of revenue funding has been made available for this project. The funding has been awarded from the Home Office to West Yorkshire Police and the MPS by entering into a collaboration agreement will be able to apply to West Yorkshire Police to reclaim the expenditure on the project.
2. This funding is to cover the costs of a business analyst/project manager and business change consultant (with digital forensics specialist knowledge), and the procurement of 3 kiosks for each participating force and ERSOU for the pilot period.
3. The project team will be recruited as agency staff at band M, with a maximum day rate, based on 4 weeks of annual leave, of £500.
4. The independent review of the evaluation will be externally funded through another strand of the Transforming Forensics programme and resource made available via West Yorkshire Police at no additional cost to the MPS.
5. The projected spend over 2016-17 is:

Activity	Jan-Mar 17	Total
Business Analysis/ Project Management	£23,391	£23,391
Implementation Planning/ Business Change	£19,812	£19,812
Digital Forensic Kiosk user testing	£137,397	£137,397
Kiosk misc/consumables	£200	£200
Total	£180,800	£180,800

Due to the timeframe for this project, the project activity within the MPS has commenced at risk, with reassurance from the budget holder that minimal spend on the project team can be underwritten for FY16-17. Should approval not be given to undertake the project and to enter into the collaboration agreement, project activity will be stopped immediately with no residual costs incurred.

The projected spend over 2017-18 is:

Activity	Apr-Jun 17	Jul-Sep 17	Oct-Dec 17	Jan-Mar 18	Total
Business Analysis/ Project Management	£23,391	£23,391	£23,391	£23,391	£93,564
Implementation Planning/ Business Change	£33,135	£33,135	£33,135	£33,135	£132,540
Kiosk misc/consumables	£5,524	£5,524	£5,524	£5,524	£22,096
Total	£62,050	£62,050	£62,050	£62,050	£248,200

6. The proposed route to market for kiosk equipment for the pilot is via the MSP contract awarded in December 2016 which will allow the equipment to be procured compliantly within the required timescale.

Legal Implications (mandatory)

1. S22 of the Police Act 1996, as amended by Section 89 Police Reform and Social Responsibility Act 2011 allows the MOPAC, as the local policing body, in connection with the discharge of any its functions to enter into a collaboration agreement.
2. The MOPAC Scheme of Delegation at Clause 4.5 requires the Deputy Mayor for Policing and Crime to approve all collaboration agreements where the Act requires. As this is a policing body collaboration, it is required.

Not Protectively Marked

3. If approved, there will be a written agreement between MOPAC, the MPS and the PCC for West Yorkshire Police to formalise the arrangement. The agreement will be published under the Elected Local Policing Bodies (Specified Information) Order 2011.

Consultation undertaken (mandatory)

Consultation has taken place within SC&O as well as external partners and the Home Office who would be involved with the Project. Consultation will continue throughout the project, if the MPS' involvement is agreed, as set out in paragraph 10 to Part B above.

Consultation grid

Key stakeholder engagement (up to what level)	Supportive / Supportive with concerns / Not supportive / Not affected
Commercial Services	Supportive

Risk (including Health and Safety) Implications (mandatory)

1. There are no significant Health and Safety risks of this project that are not covered by Forensic Services Health and Safety Management Systems and risk assessment process.

Report author: Robert Baxter, Forensic Directorate

Background papers: None

