



Digital, Data
& Technology

POLICE SERVICE NORTHERN IRELAND

LEDS Adoption Order Contract

V 1.0 1st June 2023

Contents

1	Introduction	3
1.1	Background to LEDS	3
1.2	Purpose of this document	3
1.3	Definitions	4
2	Approach	5
2.1	LEDS Delivery Approach	5
3	Deliverables Required	6
3.1	Preparatory Work (stage gate 1)	6
3.2	Technical Readiness (stage gate 2)	6
3.3	Connection (stage gate 3)	6
3.4	Business Change and Scaling up (stage gate 4)	6
4	Funding & Commercial Arrangements	7
4.1	Funding Schedule	7
5	Authorisation	10
5.1	Signatures	10

1 Introduction

1.1 Background to LEDS

The Law Enforcement Data Service (LEDS) Programme has been established to deliver a new Law Enforcement data service to better support the operational needs of policing and law enforcement.

Modernisation of the way in which law enforcement maintains and consumes the national record of people (and objects) of interest is long overdue. Almost all UK law enforcement roles and daily activities are dependent on being able to identify people and take actions based on an understanding of threat posed, vulnerability, status (such as wanted or missing) and offending history. Without modernisation of the national services that currently support this, principally provided by the Police National Computer (PNC), Law Enforcement's capacity to protect the public and prevent crime is being held back and unable to adapt to the changing nature of crime. Law Enforcement require services that: meet their current needs; can reach all the officers that need to consume this critical national dataset; are compliant; and can adapt into the future to support new priorities as they emerge.

Delivery of LEDS not only provides annual cost savings to policing (through MTA charging) but will also provide substantial user benefits and provides a framework for future product evolution to ensure that the service can grow and adapt to the changing pace of Law Enforcements needs.

Through product centric delivery the programme is iteratively delivering LEDS products that align with the current PNC capabilities. This means products will be 'dropped' and available for adoption over the duration of programme. LEAs will need to be ready both technically and from a business change perspective (training, data protection, security) to adopt these products.

With a large and varied user and stakeholder landscape, UK Police forces, each with unique needs and technical landscapes plus dozens of public and private sector organisations that access or contribute to Policing data, one of the biggest risks to programme delivery is adoption of LEDS and removing the dependency on PNC to enable decommissioning.

With competing priorities both financially and the delivery pressures Law Enforcement Agencies face substantial pressure in meeting the programmes adoption timelines and potential unplanned costs.

1.2 Purpose of this document

The purpose of this document is to describe the agreement between the UK Home Office and Police Service Northern Ireland (PSNI) under which the service will be undertaken.

This includes:

- Approach
- Deliverables
- Funding and Commercial Arrangements

1.3 Definitions

The parties referred to in this document are:

- **Client** – Police Service Northern Ireland
- **Agency** – UK Home Office

2 Approach

2.1 LEDS Delivery Approach

A key component of the LEDS delivery approach is to deliver capability iteratively, in line with Government Digital Services (GDS) standards and principles. User organisations like PSNI will therefore receive LEDS capability in a more manageable way compared to the previous 'big bang' programme approach.

This approach will be iterated over time therefore it is recognised that unlike a waterfall programme, activity and delivery can not be wedded to a detailed project plan and rigid timeline. There will be regular monitoring and review with both the LEDS and PSNI Programme teams which with the opportunity of payment at quarterly intervals throughout the financial year

Fundamentally LEDS seeks a collaborative approach to maximise the benefits and outcomes throughout this activity.

3 Deliverables Required

The list of 10 deliverables below have been agreed between the LEDS Programme and the PSNI Programme Manager. They have been split into the below four stage gates however, there is a recognition that due to the agile approach to delivery these stage gates are not sequential or timebound and are to be used as a guide only

3.1 Preparatory Work (stage gate 1)

1. Preparatory activity to understand 'as is' and define 'to be'.

3.2 Technical Readiness (stage gate 2)

2. IMS design, procurement, configuration and data migration activity.
3. Connectivity to NIAM activity, including training and knowledge transfer as a critical dependency for LEDS.

3.3 Connection (stage gate 3)

4. LEDS connectivity.
5. Enabling activity, including but not restricted too Audit, Service, ICT, Business Change, Change Impact Assessment, Resourcing.
6. Data quality preparation of existing PNC records for LEDS migration.
7. RBAC implementation, configuration and training.

3.4 Business Change and Scaling up (stage gate 4)

8. Local Implementation plan for initial product and subsequent products, including training.
9. Scaling up planning & implementation activities, transformation planning.
10. Decommissioning activity related to LEDS

4 Funding & Commercial Arrangements

This agreement is issued in accordance with the provisions of the LEDS Programme between the Home Office and Police Service Northern Ireland dated **22nd June 2023**

Capitalised terms and expressions used in this letter have the same meanings as in the Order Incorporated Terms unless the context otherwise requires.

ORDER:

Order Number:	<i>To be filled after award</i>
From:	1st April 2023
To:	31st March 2024

Order Start Date:	1st April 2023
Order Expiry Date:	31st March 2024
Order Initial Period:	12 months
Order Optional Extension Period:	N/A

4.1 Funding Schedule

Key Staff:	For the Client: [REDACTED] Programme Manager (LEDS) For the Agency: [REDACTED] Head of Business Change and Analysis
Guarantor(s)	Not applicable

Order Contract Charges (including any applicable discount(s), but excluding VAT):	The contract value is £210,000 (excluding VAT) from 1st April 2023 to 31st March 2024
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	The Client makes no commitment to spend a minimum value during the Contract period.
Liability	N/A
Additional Insurance Requirements	Not applicable.
Client billing address for invoicing:	All claim forms must be sent electronically to <div style="background-color: black; height: 1.2em; width: 100%;"></div> All invoices must quote a valid Purchase Order

Special Terms	<p>Claims for payment by the Client will be made by the Agency on a quarterly basis.</p> <p>Q1 Apr-June 23</p> <p>Q2 July-Sept 23</p> <p>Q3 Oct-Dec 23</p> <p>Q4 Jan-Mar 24</p> <p>These will be paid once claims are sent, confirmed and approved</p> <p>The payments will be for Time and Materials on a quarterly basis, capped at 25% of the contract value per quarter</p>
Progress Meeting Frequency	<p>Monthly meetings to evaluate progress and agree next steps/actions will be required. These will be held with LEDS Programme Engagement Manager, NIAM Programme Engagement Manager and Client representatives through use of video calling.</p> <p>Regular informal discussions over the telephone on a minimum of two weekly intervals.</p>
Summary	<p>The Agency has agreed to pay the Client for adoption work to implement LEDS products.</p> <p>This is specifically intended to cover the costs of adoption activity as given in Section 3 – Required Deliverables.</p>



	It is understood that the max £210k available for adoption activity is a contribution and may not cover all costs the Client incurs.
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5 Authorisation

5.1 Signatures

BY SIGNING AND RETURNING THIS ORDER CONTRACT (which may be done by electronic means) the Agency agrees to enter into an Order Contract with the Client to provide the Goods or Services in accordance with the terms of this document

The Parties hereby acknowledge and agree that they have read this Order and the Order Incorporated Terms. The Parties hereby acknowledge and agree that this Order Contract shall be formed when the Client acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Agency within two (2) Working Days from such receipt.

Agency (Authorised Approver for and on behalf of)		Client (Authorised Approver for and on behalf of)	
Name			
Position			
Signature			
Date: 26/06/23		Date: 22 nd June 2023	