



Digital, Data
& Technology

STATES OF JERSEY POLICE

LEDS Adoption Order Contract

V0.1 DATE TBC

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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 Memorandum Trading Account 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 States Of Jersey Police 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*** – States of Jersey Police
- ***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 UK Government Digital Services (GDS) standards and principles. User organisations like States of Jersey Police 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 delivery programme, activity and delivery cannot be wedded to a detailed project plan and rigid timeline. There will be regular monitoring and review with both the LEDS and Service User Programme teams 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 the delivery of the LEDS Programme.

3 Deliverables Required

The list of deliverables below have been agreed between the LEDS Programme and the States of Jersey Police Programme Manager. There is a recognition that due to the agile approach to delivery this list is not sequential or timebound and is to be used as a guide only

- **Capture of PNC use**
 - Ongoing review to capture the different uses of PNC across SOJP (including ESCC), JCIS and JFSC to ensure that there is no loss of capability in the transition to LEDS.
- **Technical Readiness**
 - Participation in the direct federation and hosting proof of concept process (as part of NIAM) for access to LEDS.
 - Providing connection to Direct Federation.
 - Providing connection to LEDS.
 - Reviewing and, where required, resolving issues relating to dependencies for connection to LEDS and Direct Federation.
- **Training and communications**
 - Capturing the current LEDS training that is available, reviewing the training requirements for LEDS.
 - Provide ongoing communications to SoJP, JFSC and JCIS stakeholders on the LEDS project and the transition from PNC to LEDS.
- **LEDS products**
 - Enabling activity to the various LEDS products, starting with LEDS Property.
 - Providing SoJP, JCIS and JFSC input to current and upcoming LEDS products.
 - Implementation of RBAC and JML processes.
- **Transition and implementation**
 - Engagement with the LEDS delivery roadmap.
 - Decommissioning of PNC codes/products as transition to LEDS for each product is complete.
 - Transition from technical readiness to business as usual, e.g. handover to Service Desk teams.
 - Business analysis and project management support to assist with delivery of the project.
- **Mitigation of PNC and LEDS risks:**
 - Resolve any current quality issues in PNC data.
 - Mitigation of information and data risks prior to going live with LEDS.

4 Funding & Commercial Arrangements

This agreement is issued in accordance with the provisions of the LEDS Programme between the Agency and Client dated (TBC)



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:	1 st April 2023
To:	31 st March 2024

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

4.1 Funding Schedule

Key Staff:	For the Client:  For the Agency: 
Guarantor(s)	Not applicable

Order Contract Charges (including any applicable discount(s), but excluding VAT):	The contract value is £130,000 from 1 st April 2023 to 31 st March 2024
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	The Client makes no commitment to spend a minimum value during the Contract period.
Additional Insurance Requirements	Not applicable.
Client billing address for invoicing:	All claim forms must be sent electronically to <div style="background-color: black; width: 200px; height: 1.2em; margin: 2px 0;"></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, National Identity Access Management 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>


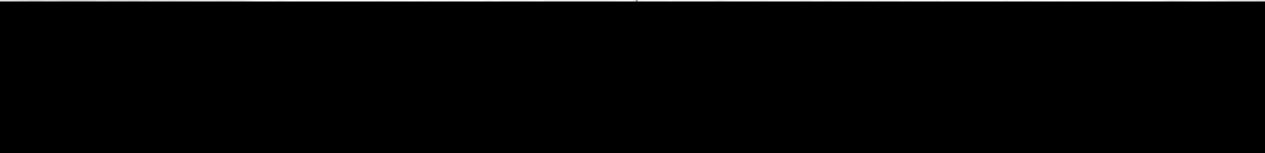
	It is understood that the max £130k available for adoption activity is a contribution and may not cover all costs the Client incurs.
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5 Authorisation

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)
	
Position: Commercial Lead	Position: Chief Officer.
	
Date: 20/09/23	Date: 11th Sept. 2023.