

Office of the Police and Crime Commissioner for Surrey

Summary of Key Terms and Conditions for the Role of Deputy PCC for Surrey

General Statement of Conditions

- The Deputy PCC is employed by the Police and Crime Commissioner for Surrey and, by virtue of Section 18 of the Police Reform and Social Responsibility Act 2011, is a member of the PCC's staff
- The Deputy PCC receives direction from and reports to the PCC
- The period of office commences on the date of the conclusion of the Confirmation Hearing process
- The OPCC has a set of policies in place for its staff (e.g. Annual Leave, Sickness Leave, Parental, Adoption or Maternity Leave, Flexible Working etc). As a member of staff, the Deputy PCC is subject to these policies. However, due to the unique nature of the role, there are some variations in how policies would be applied.
- The post of Deputy PCC is not politically restricted and need not be appointed on merit
- The PCC can choose to delegate the exercise of any function of PCC to the Deputy PCC other than those functions listed in section 18 (7) of the Police Reform & Social Responsibility Act 2011, namely: issuing a police and crime plan; appointing the chief constable; suspending the chief constable or calling upon the chief constable to retire or resign; calculating a budget requirement.

Remuneration and Allowances

- The starting salary will be at a rate of £53,550 per annum
- Salary is pinned at 75% of the PCC's full time salary and any increase will be in line with those increases applying to the PCC, as set by the Home Secretary
- The Deputy PCC may be paid authorised, reasonably incurred allowances in respect of travel, subsistence and 'exceptional' expenses but no other allowances are payable
- Entitled to participate in the Local Government Pension Scheme
- 180 hours leave each holiday year in addition to normal remuneration for all Bank and Public holidays normally observed in England and Wales

Hours and Place of Work

- Full time, 36 hours a week
- Normally based at the Office of the PCC, Mount Browne Police HQ in Guildford but may be required to travel as part of the role

Termination of Employment

- PCC or Deputy PCC may terminate employment by giving one month's notice
- Part 5 of the Policing and Crime Act 2017 provides that where a PCC leaves office mid-term, the Deputy PCC's term of office will continue until the arrival of the newly

elected PCC and comes to an end when the person elected makes and delivers a declaration of acceptance of office. Any new PCC will then determine whether they wish to re-appoint the individual (subject to a Police and Crime Panel confirmation hearing)

- Employment will terminate in the event of the Deputy PCC being subject to a relevant disqualification as defined by paragraph 8 of Schedule 1 to the Police Reform and Social Responsibility Act 2011.

General Behaviour, Conduct and Complaints

- The Deputy PCC will be bound by relevant legislation and OPCC policies in respect of confidentiality, use of computer systems, data protection, health and safety etc
- Deputy PCC will abide by the PCC's code of conduct
- Where behaviour or conduct falls below the necessary standard, the PCC may take action under the relevant disciplinary procedure
- Role is subject to the Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012

Vetting and Security

- Whilst not a requirement of the role, the Deputy PCC has been security vetted
- Officials Secret Act will be signed