

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 salary is £58,640 per annum
- Salary is pinned at 80% 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 (and not those awarded to other staff who are subject to local pay negotiations)
- 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