



## Scheme of Consent

### Between the Police and Crime Commissioner of Surrey & Surrey Police

#### **1. Scheme overview**

The Police & Crime Commissioner for Surrey has consented that from the 1<sup>st</sup> April 2019 the Chief Constable for Surrey Police will provide a Surrey Victim and Witness Care Unit in accordance with the specification for the service that has been agreed upon between the officers of the Office of the Police & Crime Commissioner (OPCC) and the officers of Surrey Police, in line with the decision taken at the Surrey Police Change Board on the **2<sup>nd</sup> July 2018** and which continues to be developed for the benefit of the Unit.

#### **2. Responsibilities of The Office of Police and Crime Commissioner Surrey:**

- i. The PCC has agreed to make available to the Chief Constable £458,396 for the Financial Year 2019/20 which represents 45% of the total amount that the Unit is budgeted to spend in that year.
- ii. The annual amount that will be made available to the Chief Constable as a contribution to the costs of running the Unit will be agreed as part of the annual budget agreement process, when the Chief Constable submits his budgetary proposals for Surrey Police to the PCC for approval.

#### **3. Responsibilities of The Chief Constable of Surrey Police:**

- i. The OPCC will pay its contribution to the Unit on request from Surrey Police.
- ii. The annual contribution that the PCC has agreed to make to the Unit cannot be spent on any other activity so is effectively ring-fenced.
- iii. Employee costs will be calculated on the same basis as that used in the annual revenue budget setting process.
- iv. Any unused funds remaining at the end of the year will be proportioned between the OPCC and Surrey Police on the basis of the original funding percentage split.

#### **4. Joint Responsibilities:**

- iii. It is recognised that the Service may evolve over time to better meet the needs of service users and both the OPCC and Surrey Police will, through agreed governance mechanisms, remain in ongoing dialogue with regards to the most effective model of delivery.
- iv. Where both sides reach an agreement about modifications to the service, any additional costs incurred will be shared as per the original funding percentage split.
- v. In cases where the OPCC or Surrey police wish to make modifications beyond what is considered by the other party to be in the interests of the Service, the proposing party will be responsible for the provision of funding for this purpose

#### **5. Customer Satisfaction and Complaints**

- i. There should be a regular update on the financial performance of the Victim and Witness Service Unit through the budget monitoring process and wider governance.
- ii. Any complaints from care victims in this regard will be investigated by the Chief constable, in the first instance, with the OPCC being made aware of such complaints on a regular basis as part of performance monitoring.
- iii. Any appeals against the outcome of any investigation will be referred to the OPCC for further consideration.

## 6. Termination

In the event that either the PCC or the Chief Constable wishes to terminate the agreement, a notice period of 18 months is required.

### Signed:

For the Office of Police and Crime and Commissioner of Surrey.....

For the Chief Constable of Surrey Police .....



Victim and Witness  
care Unit 2019-20 buc