



# OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

**ORIGINATOR:** Police and Crime Commissioner for Norfolk

**SUBMITTED TO:** Norfolk Police and Crime Panel

**SUBJECT:** Notification of preferred candidate for the position of Chief Executive

**RECOMMENDATION:**

*It is recommended that the Panel commends the appointment of Mark Stokes as Chief Executive for the Office of the Police and Crime Commissioner for Norfolk.*

**POLICE AND CRIME COMMISSIONER**

**STEPHEN BETT**

**DATED:** 20 August 2013

## **DETAIL OF THE SUBMISSION**

### **1. INTRODUCTION:**

1.1 The Police Reform and Social Responsibility Act 2011 (the Act) provides that the Police and Crime Commissioner for a police area must appoint a person to be head of the commissioner's staff (referred to in the Act as the Chief Executive). This person must also fulfil the statutory Monitoring Officer role and responsibilities.

1.2 Under Schedule 1, paragraph 9, of the Act, the Norfolk Police and Crime Commissioner must notify the Norfolk Police and Crime Panel (the Panel) of his proposed appointment to the post.

1.3 The Commissioner must include the following information in the notification:

- a) The name of the person whom the Commissioner is proposing to appoint (the candidate)
- b) The criteria used to assess the suitability of the candidate for the appointment
- c) Why the candidate satisfies those criteria
- d) The terms and conditions on which the candidate is to be appointed

1.4 Under paragraph 10 of Schedule 1, the Panel must review the proposed appointment and make a report to the Commissioner within a period of three weeks beginning with the day on which the Panel receives notification from the Commissioner of the proposed appointment, including a recommendation to the Commissioner as to whether or not the candidate should be appointed.

1.5 In accordance with Paragraph 12 of Schedule 1, the Commissioner must notify the Panel of the decision whether to accept or reject the recommendation of the Panel.

### **2. RECRUITMENT AND SELECTION PROCESS:**

2.1 Following the announcement that current Head of Staff (Chief Executive & Monitoring Officer and Solicitor to the PCC), Chris Harding, was intending to retire at the end of November, the Commissioner advised the members at the Panel meeting on 05/07/2013 that he would be permanently recruiting to the Senior Officer position of Chief Executive & Monitoring Officer. The job description and person specifications were drawn up by the Human Resources Department of the Norfolk Police with advice from the Commissioner taking account of the national advice from APCC and APCC<sup>2</sup>E.

2.2 An advert for the post was published in the Eastern Daily Press and online at [www.norfolk-pcc.gov.uk](http://www.norfolk-pcc.gov.uk) on 27 June with a closing date of 19 July it was also circulated via the APCC<sup>2</sup>E network.

2.3 A copy of the advert is attached at Appendix A.

2.4 The job description is attached at Appendix B.

2.5 The person specification is attached at Appendix C.

2.6 More than 15 applications were received and 4 candidates were shortlisted by the Commissioner assisted by his Deputy, Jenny McKibben, along with the Temporary Chief Constable, Simon Bailey, and the Chief Executive of Norwich City Council, Laura McGillivray, having regard to the job description and person specification.

2.7 The shortlisted candidates then undertook a comprehensive assessment process. This included a series of psychometric test (with feedback to all candidates and the Panel), a conversation with a four members Stakeholder Panel\*, a combined presentation/interview, a written “in-tray” process, and a visit to meet staff and see the office. The PCC and his Advisory Panel (composed as para 2.3) were advised by and the current Chief Executive, Chris Harding and Keron Beattie of Freescape, an external Consultant.

2.8 The Stakeholder Panel consisted of James Elliot (Deputy Chief Officer Norwich Clinical Commissioning Group), Kate Biles (Regional Manager Victim Support Norfolk/Suffolk), Debbie Olley (Assistant Director Safeguarding – Norfolk County Council), and Peter Water, Ex-Editor EDP, consultant and Visit Norfolk).

2.9 It was the unanimous recommendation from all stages of the process that Mr Mark Stokes be the preferred candidate. I too had personally come to that conclusion, but was delighted that others too supported my choice through a comprehensive and challenging set of processes.

### **3. PROPOSED APPOINTMENT**

3.1 Following the assessment and interview processes, the Commissioner proposes to appoint **Mr Mark Stokes** to the post of Chief Executive & Monitoring Officer in the OPCCN.

3.2 The Panel is asked to review the proposed appointment and make a report to the Commissioner on the proposal, including a recommendation as to whether or not the candidate should be appointed. The Commissioner will consider the report when issued and decide whether to accept or reject the Panel’s recommendation on the proposed appointment. Until the conclusion of this process, Mr Stokes remains the preferred candidate for the appointment.

### **4. ISSUES FOR CONSIDERATION**

4.1 The criteria used to assess the suitability of the candidate for the appointment are set out in the person specification at Appendix C.

4.2 The essential criteria applied were:

- Proven ability to operate at a strategic level, identifying issues and setting priorities at an organisation-wide level
- Experience of working within a legislative or compliance framework
- Experience of effectively setting and managing significant budgets
- Demonstrate a high level of communication, negotiation and presentation skills

- Experience of successfully leading a team and developing individuals
- Demonstrate an awareness of political structures, procedures and policies at both local and national level
- Demonstrate the ability to develop effective working relationships with partner organisations
- Experience of implementing community engagement and promotional activities
- Ability to travel as required to fulfil the duties of the post
- Ability to work outside normal office hours as required to fulfil the duties of the post

4.3 The following statements provide evidence as to how Mr Stokes meets the criteria

- Over 15 years experience at a strategic level as a member of a senior management team as a Chief Officer in Local Government
- Experience of, and management of, a dual-council collaborative structure pertinent to the current and developing collaboration between Norfolk and Suffolk constabularies.
- Experience as the Council's Returning Officer responsible for all Electoral Services
- Experience of strategic responsibility for leading the 2012-16 budget setting process.
- Experience of being responsible for internal and external communication, consultation and event management.
- Experience of providing coaching/mentoring support to key officers within each Council, sharing best practice, offering advice and support to ensure colleagues maximise their learning and utilise new skills and experience in the workplace.
- Experience in working at a senior level within a political organisation, understanding roles and procedures within a member led decision making environment.
- Experience of setting up strong and successful working partnerships through partner agencies.
- Experience of delivery of a Community Engagement Strategy, developing a community respect and ownership in a district, raising the profile through a manner of community engaging ways.

- Holds a full and clean driving licence.
- Regularly attends emergency planning meetings working outside normal office hours and attendance at evening community events.
- Compelling psychometric results and a clear “fit” into the office profiles with PCC, DPCC and other staff along with a strong interview performance with a significant appreciation of the new governance structure for policing and crime and how that could be further developed in Norfolk.

4.4 A copy of the key elements of Mr Stokes application is included as Appendix D.

## 5. THE TERMS AND CONDITIONS ON WHICH THE CANDIDATE IS TO BE APPOINTED

5.1 A summary of the terms and conditions relating to the post of Chief Executive and Monitoring Officer are attached at Appendix E.

## 6. FINANCIAL IMPLICATIONS

6.1 The salary and employer on-costs will be provided for within existing budgetary provisions.

## 7. BACKGROUND PAPERS

None

**PUBLIC ACCESS TO INFORMATION:** *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*

**APPENDIX A**

**JOB ADVERT**

Copy advert (Eastern Daily Press and online at [www.norfolk-pcc.gov.uk](http://www.norfolk-pcc.gov.uk))

**Chief Executive**

**£63,591- £77,706 p.a.**

**37 hours per week**

**Wymondham, Norfolk**

**Closing date - 19<sup>th</sup> July 2013**

Norfolk's Police and Crime Commissioner, Stephen Bett, is recruiting a successor for his Chief Executive and Monitoring Officer to play a key role in advising and supporting him to deliver his manifesto priorities through the Police and Crime Plan.

You will lead a small team which provides the PCC and his Deputy, Jenny McKibben, with a range of high quality support services aligned to strategy and resource planning, partnership working, commissioning and service delivery, engagement and information management; and scrutiny, evaluation and performance. You will also ensure effective liaison with the Constabulary, key partners at both local and national level and the Police and Crime Panel.

You will be suitably qualified with extensive leadership experience and a proven track record of successful change management and developing and delivering strategy, budgets and continuous improvement. In addition, you will have excellent communication skills, partnership experience and a proven ability to persuade and influence.

As Monitoring Officer it will be your role to ensure legality, effective governance and the highest ethical standards.

If you have the qualities being sought, along with the drive and ambition to take this challenging role forward in a dynamic environment, download the application pack **here**.

For an informal chat about the role with either the Deputy PCC or current post-holder, Chris Harding, please call 01953 424455 to arrange a suitable time.

An application pack is also available from the Office of the Police and Crime Commissioner for Norfolk, Building 8, Jubilee House, Falconers Chase, Wymondham, Norfolk NR18 0WW. Telephone: 01953 424455  
Email: [opccn@norfolk.pnn.police.uk](mailto:opccn@norfolk.pnn.police.uk)

**APPENDIX B****JOB DESCRIPTION**

<b>Post:</b>	Chief Executive	<b>Post No:</b>	TBC
<b>Grade:</b>	Hay 2 - £63,591 - £77,706 p.a.		
<b>District/Department:</b>	Office of the Police & Crime Commissioner		
<b>Location:</b>	Wyndham		
<b>Reporting to:</b>	Deputy Police & Crime Commissioner		

**ACTIVITIES AND RESPONSIBILITIES OF THE POST****1. Principal purpose of the role**

To work with the Police and Crime Commissioner (PCC) and Deputy Police and Crime Commissioner (DPCC) to ensure delivery of their vision, strategy and identified priorities, to ensure the effective management of the Office of the PCC, and to raise any actual or possible contravention of law, maladministration of injustice.

Support and advise the PCC and DPCC in delivering their manifesto through the Police and Crime Plan and in undertaking their legal duties and responsibilities, to include: strategy and resource planning; partnership working, commissioning and service delivery; engagement and information management (including obtaining views of the public, media relations, research and strategic needs assessments); and scrutiny, evaluation and performance.

**2. Main activities of the role (This list is not exhaustive)**

- Support the PCC in developing a clear and effective long-term vision and strategy, working closely with partners and with due consideration to regulatory requirements.
- Act as strategic lead where required in respect of partnership for the PCC, developing and maintaining effective strategic partnerships with relevant organisations and representing the PCC at regional and national meetings.
- Accountable for the performance of the OPCC in all aspects of commissioning.
- Develop and implement effective two-way community engagement and consultation with all sections of the community
- Ensure a proactive working relationship with the media in order to promote the PCC's activities, raise awareness of the role, sharing good news stories, and in relation to topical issues and high profile policing operations.
- Ensure effective strategic needs assessments are undertaken to inform the development of the Police and Crime Plan and enable effective budget prioritisation.
- Deliver, review and improve performance against the PCC's information strategy in the areas of communication, consultation and engagement.
- Support the PCC by contributing to the efficient and effective delivery of the Police and Crime Plan, together with any associated delivery plans.
- Oversee the financial planning, budgetary, resourcing and asset management aspects of the OPCC.

- Support the PCC in scrutinising force performance, which will include distilling and disseminating relevant information and advice to the PCC to enable them, where appropriate, to challenge the force's strategic and financial performance.
- Ensure the effective operation of both the internal and external audit functions.
- Oversee and ensure the effective management of complaints.
- Work closely with the PCC, DPCC and Chief Constable, and support the PCC in influencing and shaping the strategic direction for the force.
- Develop and maintain a good working relationship with the Policing and Crime Panel, ensuring all appropriate information is provided on a timely basis.
- Responsibility for the management and day to day running of the Office of the PCC, to include effective management and development of all staff, and the delivery and development of the OPCC's activities and operations
- Undertake the role of Monitoring Officer to ensure that the PCC or anyone acting on the PCC's behalf, including the Chief Constable, acts lawfully and in such a way as not to constitute maladministration, which will include ensuring that decisions taken by the PCC/Chief Constable are taken with legal advice
- [Any other duties that are commensurate with the role and grade as may be requested by management.](#)

### **3. Special conditions/Points to note**

- a) The purpose of this job description is to indicate the general level of the duties and responsibility of the role, the duties may from time to time vary without changing the general character of the role or the levels of responsibilities.
- b) Whilst the role is normally based at the aforementioned location, you may be required to work at other establishments within the Norfolk OPCC as may be reasonably required. Police Staff Conditions of Service will be adhered to in such instances.
- c) This post is politically restricted.
- d) Appointment to this post is subject to a confirmation hearing by the Police and Crime Panel.

**APPENDIX C****PERSON SPECIFICATION**

<b>Post:</b>	Chief Executive	<b>Post No:</b>	TBC
<b>District/Department:</b>	Office of the Police & Crime Commissioner		
<b>Location:</b>	Wyndham		

**Essential Criteria**

1. Proven ability to operate at a strategic level, identifying issues and setting priorities at an organisation-wide level
2. Experience of working within a legislative or compliance framework
3. Experience of effectively setting and managing significant budgets
4. Demonstrate a high level of communication, negotiation and presentation skills
5. Experience of successfully leading a team and developing individuals
6. Demonstrate an awareness of political structures, procedures and policies at both local and national level
7. Demonstrate the ability to develop effective working relationships with partner organisations
8. Experience of implementing community engagement and promotional activities
9. Ability to travel as required to fulfil the duties of the post
10. Ability to work outside normal office hours as required to fulfil the duties of the post

**Desirable criteria**

1. Evidence of experience at a senior level in a public sector organisation
2. Experience of dealing with workforce issues including employee relations and organisation-wide change programmes
3. Demonstrate a good understanding of current issues within policing or Criminal Justice in England and Wales

**APPENDIX D****CURRICULUM VITAE**  
**MARK STOKES****Executive Personal Profile**

- 15 years experience at a Senior Management level, including strong and effective working relationships within a Political environment
- Shared management knowledge and experience in service transformation, organisational development and implementation of integrated services across two local authorities.
- Qualified Peer Review Officer for Local Government Association
- An entrepreneurial ethos in terms of driving efficiencies, improved productivity and maximising income generation through delivering services in a range of delivery models including shared service, trading, Community Interest Companies and contracts
- Managing large directorates including Planning, Environmental Health, Housing, Legal, Human Resources, ICT, Financial Services, Customer & Democratic Services
- Demonstrable evidence in corporate governance, managing people, resources and budgets
- Skills in collaboration and partnership development
- Performance Management - Track record for delivering continuous improvement in performance

**Relevant employment history (most recent first)**

**Job Title:** Shared Deputy Chief Executive  
**Employer:** Breckland District Council & South Holland District Council  
**Date started:** February 2011

**Key role/responsibilities**

- To work closely with the elected members, demonstrating a strong political awareness, recognising sensitivities across two Councils operating within different frameworks, whilst working closely together to maximise opportunities for business improvement and efficiency through a range of delivery models and extensive use of ICT provision.
- To deputise for the Chief Executive, to continue to raise the profile of both Councils at a local, regional and national level, building strong relationships to encourage opportunity for wider partnership working and external investment.
- Providing leadership, vision and overall strategic direction to two Councils in a shared management environment, in accordance with each Council's priorities, strategies and policies, with direct responsibility for Corporate Governance and Democracy, Finance, Performance management, Business Transformation, Community Safety, Elections, Legal, Partnerships, Leisure and Economic Development.
- Responsible for Corporate Governance, accountable for leading a team of managers in the effective and efficient delivery of a range of services to the residents of Breckland and South Holland District Councils, in accordance with each Council's priorities, strategies and policies.

**Job Title: Director – Compass Point Business Services (CPBS)**  
**Employer: South Holland District Council**  
**Date started: February 2012**

- A Board Director for the Local Authority owned company, delivering joined up back office services back to South Holland and East Lindsey District Councils including Finance, Human Resources, ICT, Revenues and Benefits.
- The company has a trading arm to deliver services to public/private sector to maximise income generation opportunities and collaboration.

**Job Title: Interim Chief Executive**  
**Employer: Breckland Council, Elizabeth House, Dereham, Norfolk NR19 1EE**  
**Date started: June 2010**

Key role/responsibilities:

- Advocacy role, supporting the Leader and Executive to shape the strategic direction and deliver the political vision, leading all officers by personal action and through a commercially orientated approach, reducing costs, maximising income and gaining greater inward investment.
- Lead and promote an entrepreneurial approach to service delivery identifying new opportunities for income generation through a range of alternative delivery models.
- An organisational review of the senior management structure, as part of an overall programme of transformation across the Council. To refresh the Business Plan, generate capacity to maintain and improve performance in key areas, including reallocation of resources to community priorities.

**Job Title: Deputy Chief Executive**  
**Employer: Breckland Council, Elizabeth House, Dereham, Norfolk NR19 1EE**  
**Date started: August 2009**

Key role/responsibilities:

- Shaping and implementing policy, communicating internally and externally and representing the Council at national, regional and local levels.
- Responsible for the management of services including Forward Planning & Conservation, Development Control, Economic Development, Housing, Environmental Health, Asset Management, Commercial Property, Communities and Licensing.
- Responsible for Moving Thetford Forward, lead officer for the Programme Delivery Group including key stakeholders public and private sector to ensure effective governance and delivery of the £10m growth programme.
- The strategic management of the Council's Property portfolio, delivering a revenue surplus of £2m pa to support the Council's objective for downward pressure on Council tax.

**Job Title: Strategic Director (Environment)**  
**Employer: Breckland Council, Elizabeth House, Dereham, Norfolk, NR19 1EE**  
**Date started: June 2007**

Key role/responsibilities:

- To work primarily with the Chief Executive, Leader and Executive, as a member of the senior management team ensure effective corporate and operational management of the Authority.
- Responsible for the management of front and support services including, Finance, Member & Electoral Services, Marketing & Communications, Legal, Waste Management and Recycling.
- Represent the Council as Lead Officer for key partnerships including LSP, Every Child Matters, Strategic Crime Board and the Norfolk Waste Management Partnership.

**Job Title: Business Transformation Director**  
**Employer: Breckland Council, Elizabeth House, Dereham, Norfolk, NR19 1EE**  
**Date started: June 2005**

Key role/responsibilities:

- To lead and manage the Council's Strategic Partnerships and Change Agenda through business transformation, development, platform building, ensuring that income opportunities are maximised and performance is benchmarked against best practice; leading to reduced cost of services, increased customer satisfaction and the development of successful market opportunities.

Membership of Professional Bodies/National Networks:

- SOLACE – Society of Local Authority Chief Executives
- SOLACE/IDEA Executive Leadership Academy for Chief Executives and Senior Managers
- Institute of Waste Management
- The Pacific Institute – Trained Facilitator in 'Investors in Excellence'
- SOLACE 'Action Learning Sets' as part of a group of senior executives sharing best practice
- SOPO – Society of Procurement Officers

Qualifications:

- Diploma in Management Studies
- Diploma in Neuro-Linguistic Programming & Business Management
- Higher National Certificate in Business & Finance
- National Certificate in Public Administration
- 8 O-Levels including Maths & English

Relevant training:

- Emergency Planning (Gold & Silver level)
- IDEa Top Team Leadership Training
- Change Management & Transformational Leadership (IDEA)
- Developing Leadership Capacity (SOLACE)
- Handling the Media
- Recruitment and Retention, including Job Evaluation
- Returning Officer for Council Elections

- Risk & Project Management, Introduction to (Prince2)
- Equalities

***Included below, examples of my experience to support my application for the position of Chief Executive, in accordance with the key responsibilities and competencies as set out in the Job description and Person Specification.***

- I have worked at a strategic level as a member of a senior management team as a Chief Officer for a period of over 15 years in Local Government, managing a range of complex services with significant income and expenditure in excess of £50m. As Deputy Chief Executive I am accountable for the results of my Directorate and wider performance of two local authorities.
- Experienced at working at a senior level within a political organisation, understanding roles and procedures within a member led decision making environment, working closely with the Leaders and Executives of both Councils to ensure that they are supported in procedural advice, fully apprised of policy development, new legislation, and the performance of all services.
- Strategic planning – I am currently leading a Council wide corporate transformation programme, focussed on delivering efficiencies in excess of £5m over the medium term financial strategy. This includes a range of internal reviews, working with other organisations to share services, a focus on income generation and trading.
- A qualified Peer review officer for the Local Government Association, responsible for visiting other local authorities, to undertake research, evaluation to recommend areas for improvement in areas including shared services, future delivery models and service prioritisation.
- I am the Council's Returning Officer responsible for all Electoral Services
- My role is responsible for the Council's corporate governance structure and delivery, internal and external audit, democracy and constitutional advice, ensuring that the Council operates its business in compliance within a legislative framework.
- Strategic responsibility for leading the Council's 2012-16 budget setting process, including performance monitoring of all budgets, profiling, analysis and early identification of over/underspends to ensure Members are fully briefed in 1-2-1's and at Board level, to provide early opportunity for intervention, to ensure a no surprises culture.
- With the challenging reductions in government support grants, the budget process required the identification of significant savings, the process included Member workshops, consultation and service prioritisation exercises aligned to the corporate plan. Embedded within the budget is the inclusion of a programme of reviews focussing initially on support services extending to front line to support both Councils deliver a sustainable budget in the short to medium term.
- An enthusiastic leadership style, one where I believe it is important to be visible, approachable and effective in communicating at all levels through different forms including social media, with external partners, wider networks, internally with my colleagues, providing clear direction and guidance to support and take the organisation forward.
- I believe it is vital to engage, develop and inspire a progressive and motivated workforce, through a commitment to personal, professional and organisational development. To develop your own talent through investing in staff, providing opportunity to learn, develop and fulfill their full potential.

- Lead Officer for two Council's for the respective County wide Community Safety Partnerships.
- Developed strong and effective working partnership with Norfolk Police through joint operational teams, with shared resource and office accommodation, recognised as a model of good practice.
- Working directly with the Leader of the Council, responsible for the programme management and delivery of a multi-agency partnership 'Moving Thetford Forward'. This was set up to enable the delivery of the Growth Point funding (£10m) to facilitate and accelerate growth and economic development. My role includes the positive engagement with all those with an interest in Thetford, including the public, local businesses, landowners and public bodies, focussed on communicating the benefits and potential of Thetford, to raise its profile and encourage investment in the town.
- Networking – Through my role as a Chief Officer within local Government, I have developed an extensive network of contacts both nationally and locally with Local authorities, Business and Commerce, retail, through direct contacts or social media, to which I can draw experience and support in the development of new ideas and initiatives.
- Responsible for the delivery of the Council's Community Engagements strategies, including 'Pride' campaigns, a key Council priority in developing a community respect and ownership in the district, improving quality of life and a sense of pride. This is delivered through a manner of community engaging ways including celebratory events, clean up campaigns, a community ranger's scheme with volunteers supporting local projects, involving young people in their local environment and promoting our armed forces.
- Full and clean drivers licence.
- Gold command level for emergency planning, working outside normal office hours

**APPENDIX E****TERMS AND CONDITIONS**

<b>Post Title</b>	Chief Executive, Office of the Police and Crime Commissioner for Norfolk
<b>Post Reports to</b>	Deputy Police and Crime Commissioner
<b>Police and Crime Panel scrutiny</b>	Appointment to this post is subject to a confirmation hearing by the Police and Crime Panel.
<b>Duration</b>	The post is advertised as a permanent appointment
<b>Salary</b>	The scale for this post is Hay 2 currently £63,591 - £77,706 p.a. Salary is paid in 12 equal instalments on the 29 <sup>th</sup> of each month directly into your bank account and covers work carried out in that calendar month.
<b>Suitable for job share or part-time</b>	No
<b>Hours of work and working arrangements</b>	The normal working week is 37 hours, Monday to Friday and covers 52 weeks per year. Due to the nature of the role the post-holder will be required to work the hours to meet the demands of the job. It is expected that a small proportion of duties will take place during evenings and at weekends, for which no additional recompense is provided.
<b>Political restrictions</b>	This post is politically restricted.
<b>Location</b>	The post will normally be located at Building 8, Jubilee House, Falconers Chase, Wymondham, Norfolk, NR18 0WW. Due to the nature of the role, an amount of travel throughout Norfolk is to be expected with occasional travel beyond the county. Any mileage undertaken on behalf of the OPCC will be paid at the appropriate rate and will be paid within Her Majesty's Revenue and Customs guidelines. If you use your own vehicle for the purposes of work you must ensure that your insurance policy covers you for this purpose (and carrying passengers, if applicable).
<b>Additional benefits</b>	The following apply to this post:  (a) A telephone allowance of rental for one home telephone line is paid and business calls from home reimbursed. Mobile phones and other ICT equipment may also be provided as deemed necessary and appropriate for the performance of your duties as Chief Executive.

	<p>(b) During the course of your employment with the OPCCN, the successful candidate and his immediate family (husband/wife/partner and children (up to and including age 17 or, whilst in full time education, up to the age of 21) are eligible for free health insurance (premiums only) provided through a scheme approved by the OPCCN (note - pre-existing conditions are usually excluded).</p> <p>(c) The OPCCN will pay for the installation (if necessary) and maintenance costs of an appropriate security/alarm system for the successful candidate's domestic residence.</p> <p>(d) You are entitled to the provision of a car provided by the OPCCN. The value, model/type of vehicle and its time of replacement shall be as determined, in its absolute discretion, by the Police &amp; Crime Commissioner from time to time. (The current approved maximum figure is £25,000 (inclusive of VAT). The vehicle may be used for private purposes at the OPCCN (HMRC) prescribed rate per mile currently 25p per mile. The vehicle is replaced after 3 years or having covered 80,000 miles, whichever is the sooner.</p> <p>ALTERNATIVELY, you will be designated an Essential User and, for use of your own vehicle, will receive the allowance paid in the requisite police staff scheme. See appendix 1 for current rates.</p> <p>Note: the individual is responsible for payment of any personal taxation and National Insurance contributions that are attributable to any and all of the payments or benefits incurred under his contract.</p>
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