

<b>Job title:</b>	Deputy Police Fire & Crime Commissioner	<b>Main purpose of the role:</b>
<b>Role code:</b>	EOPCC0109	To support the Police Fire and Crime Commissioner (PFCC) for Essex in his role and responsibilities, delivering against the vision and priorities set out in the Police and Crime Plan. To support the PFCC in the development of policy and strategy regarding policing, crime and victims of crime. To help the PFCC maintain an effective and efficient police service and deliver crime reduction initiatives across Essex. To support the PFCC in his programme of public engagement, meeting and engaging with the public of Essex to listen to their views, respond to their concerns and engage them in policing and community safety. To support the PFCC in an ambitious programme of police transformation, including greater collaboration with Fire and Rescue services. The Deputy PFCC will share the PFCC's vision and values in relation to effectiveness and efficiency, value for money, innovation and ethics and integrity.
<b>Status:</b>	Police Staff	
<b>Home Office code:</b>	Organisational Support	

#### **Main responsibilities:**

- To support the PFCC and his office in the development and delivery of a public facing, outcomes based Police and Crime Plan, and in achieving his statutory obligations under the Police Reform & Social Responsibility Act 2011
- To support the PFCC in holding the Chief Constable to account through the implementation of a robust scrutiny programme, offering both challenge and support to Essex Police to enable sustainable improvement.
- To represent and deputise for the PFCC in a wide-ranging programme of public engagement, meeting with and engaging local communities, vulnerable groups and victims of crime in order to understand their concerns and ensure that they have a voice in local policing services.
- To support the PFCC in providing strong and effective oversight of the strategic finances of Essex Police and the OPFCC including the programme of commissioning and grant funding allocated by the PFCC; the efficiency of Essex Police and value for money in crime reduction initiatives
- To engage with wider criminal justice and community safety partners, supporting a systems wide approach to community safety and using the office of the PFCC to influence strategic change both locally and nationally.
- To effectively represent the views of the PFCC to all relevant stakeholders, including local and national media, strategic partners and politicians.
- Develop and promote strong and effective working relationships with key internal and external partners, seeking to influence and engage with them in order to further the aims and objectives of the PFCC.
- Support the PFCC with the on-development of his strategy for policing and community safety across the county, including furthering collaborative opportunities with Blue Light Services, public service transformation and the delivery of the Essex Police Transformation Programme.

- Undertake any delegated duties and deputise for the PFCC as required.

- Updated March 2018

**Vetting level:**

Management Vetting required.

**Necessary experience:**

This is not a politically restricted post.

Essential requirements:

Educated to degree level or equivalent

Excellent interpersonal and communication skills

Experience of and achievement in managing complex programmes and working across a wide range of senior stakeholders to deliver results.

Strategic management experience in the public, not for profit or commercial sectors.

Political awareness

Desirable requirements:

Experience of working with safeguarding, community safety, criminal justice and / or blue light partners and organisations.

General:

The post holder must be passionate, self - motivated and demonstrate drive and commitment to achieving the policy and vision of the Police, Fire & Crime Commissioner.

The post holder must have high levels of integrity and share the values of the PFCC in delivering an ethical and transparent service to the public of Essex, as set out in the PFCCs Ethics and Integrity Framework.

This post is deemed to be a designated post.

Vetting clearance is a pre-requisite of employment in designated posts and the post holder will be subject to management vetting assessment every 7 years. National security vetting clearances are reviewed every 10 years.

**Behaviours:**

Analyse Critically (Level 3)

I balance risks, costs and benefits associated with decisions, thinking about the wider impact and how actions are seen in that context. I think through 'what if' scenarios. I use discretion wisely in making decisions, knowing when the 'tried and tested' is not always the most appropriate and being willing to challenge the status quo when beneficial. I seek to identify the key reasons or incidents behind issues, even in ambiguous or unclear situations. I use my knowledge of the wider external environment and long-term situations to inform effective decision making. I acknowledge that some decisions may represent a significant change. I think about the best way to introduce such decisions and win support.

Collaborative (Level 3)

I am politically aware and I understand formal and informal politics at the national level and what this means for our partners. This allows me to create long-term links and work effectively within decision-making structures. I remove practical barriers to collaboration to enable others to take practical steps in building relationships outside the organisation and in other sectors (public, not for profit, and private). I take the lead in partnerships

when appropriate and set the way in which partner organisations from all sectors interact with the police. This allows the police to play a major role in the delivery of services to communities. I create an environment where partnership working flourishes and creates tangible benefits for all.

#### **Deliver, Support and Inspire (Level 3)**

I challenge myself and others to bear in mind the police service's vision to provide the best possible service in every decision made. I communicate how the overall vision links to specific plans and objectives so that people are motivated and clearly understand our goals. I ensure that everyone understands their role in helping the police service to achieve this vision. I anticipate and identify organisational barriers that stop the police service from meeting its goals, by putting in place contingencies or removing these. I monitor changes in the external environment, taking actions to influence where possible to ensure positive outcomes. I demonstrate long-term strategic thinking, going beyond personal goals and considering how the police service operates in the broader societal and economic environment. I ensure that my decisions balance the needs of my own force/unit with those of the wider police service and external partners. I motivate and inspire others to deliver challenging goals.

#### **Emotionally Aware (Level 3)**

I seek to understand the longer-term reasons for organisational behaviour. This enables me to adapt and change organisational cultures when appropriate. I actively ensure a supportive organisational culture that recognises and values diversity and well being and challenges intolerance. I understand internal and external politics and I am able to wield influence effectively, tailoring my actions to achieve the impact needed. I am able to see things from a variety of perspectives and I use this knowledge to challenge my own thinking, values and assumptions. I ensure that all perspectives inform decision making and communicate the reasons behind decisions in a way that is clear and compelling.

#### **Innovative and Open-minded (Level 3)**

I implement, test and communicate new and far-reaching ways of working that can radically change our organisational cultures, attitudes and performance. I provide space and encouragement to help others stand back from day-to-day activities, in order to review their direction, approach and how they fundamentally see their role in policing. This helps them to adopt fresh perspectives and identify improvements. I work to create an innovative learning culture, recognising and promoting innovative activities. I lead, test and implement new, complex and creative initiatives that involve multiple stakeholders, create significant impact and drive innovation outside of my immediate sphere. I carry accountability for ensuring that the police service remains up to date and at the forefront of global policing.

#### **Take Ownership (Level 3)**

I act as a role model, and enable the organisation to use instances when things go wrong as an opportunity to learn rather than blame. I foster a culture of personal responsibility, encouraging and supporting others to make their own decisions and take ownership of their activities. I define and enforce the standards and processes that will help this to happen. I put in place measures that will allow others to take responsibility effectively when I delegate decision making, and at the same time I help them to improve their performance. I create the circumstances (culture and process) that will enable people to undertake development opportunities and improve their performance. I take an organisation-wide view, acknowledging where improvements can be made and taking responsibility for making these happen.

### **Values:**

#### **Impartiality (Accredited)**

I take into account individual needs and requirements in all of my actions. I understand that treating everyone fairly does not mean everyone is treated the same. I always give people an equal opportunity to express their views. I communicate with everyone, making sure the most relevant message is provided to all. I value everyone's views and opinions by actively listening to understand their perspective. I make fair and objective decisions using the best available evidence. I enable everyone to have equal access to services and information, where appropriate.

#### **Integrity (Accredited)**

I always act in line with the values of the police service and the Code of Ethics for the benefit of the public. I demonstrate courage in doing the right thing, even in challenging situations. I enhance the reputation of my organisation and the wider police service through my actions and behaviours. I challenge colleagues whose behaviour, attitude and language falls below the public's and the service's expectations. I am open

and responsive to challenge about my actions and words. I declare any conflicts of interest at the earliest opportunity. I am respectful of the authority and influence my position gives me. I use resources effectively and efficiently and not for personal benefit.

#### Public Service (Accredited)

I act in the interest of the public, first and foremost. I am motivated by serving the public, ensuring that I provide the best service possible at all times. I seek to understand the needs of others to act in their best interests. I adapt to address the needs and concerns of different communities. I tailor my communication to be appropriate and respectful to my audience. I take into consideration how others want to be treated when interacting with them. I treat people respectfully regardless of the circumstances. I share credit with everyone involved in delivering services.

#### Transparency (Accredited)

I ensure that my decision-making rationale is clear and considered so that it is easily understood by others. I am clear and comprehensive when communicating with others. I am open and honest about my areas for development and I strive to improve. I give an accurate representation of my actions and records. I recognise the value of feedback and act on it. I give constructive and accurate feedback. I represent the opinions of others accurately and consistently. I am consistent and truthful in my communications. I maintain confidentiality appropriately.

#### Technical skills:

#### National Occupational Standards:

#### Job family:

#### PPP codes: