

The Police and Crime Commissioner sets the priorities for policing in the county. These will respond to the needs and expectations of communities. The Commissioner will also ensure that the necessary resources are available to address local and national priorities when the budget is set, and will assess the Force's performance. The Deputy Commissioner provides support to the Commissioner to fulfil their manifesto and election pledges.

The Office of the Police and Crime Commissioner is led by the Executive Team which includes the Chief Executive and Chief Finance Officer.

The Chief Executive has overall responsibility for the work of the Executive Team. This includes governance, scrutiny and community engagement. The post also has a monitoring role with regard to standards and promoting effective partnership working with the Chief Constable and other bodies.

The Chief Finance Officer is the Police and Crime Commissioner's statutory finance officer with overall responsibility for the administration of the Commissioner's financial affairs. This work includes advising the Commissioner on budget matters, spending and commissioning and risk management.

Two Personal Assistants provide support to the Commissioner and the Executive Team, managing diary commitments, and conference and travel arrangements. They are the first point of contact for telephone enquiries and provides secretarial, typing and administrative support.

There are three Heads of department under the Executive Team - Head of Commissioning, Head of Operations and Head of Compliance.

The Head of Commissioning ensures that the strategic, operational and day-to-day delivery of the development, implementation and evaluation of the PCC's commissioning responsibilities are delivered.

The Head of Operations provides policy support to the Police and Crime Commissioner by carrying out research and advising on, and developing, policies to support the delivery of the Commissioner's Police and Crime Plan. They also oversee the consultation and engagement strategy which is in place to meet the Commissioner's statutory responsibility.

The Head of Compliance takes on and leads compliance related matters, including the delivery of the Commissioner's statutory responsibilities for complaints, discipline and professional standards and ensuring compliance with legislation on information management. The Head of Compliance also oversees the case management of public contact and correspondence coming into the Commissioner's office.

Each Head of Department oversees a team of staff.

The Commissioning Team includes a Commissioning and Grants Officer, the Finance and Commissioning Support Officer, and Commissioning and Grants Assistant.

The Commissioning and Grants Officer supports the Commissioner in carrying out their statutory duties by providing support in the administration of all aspects of management of the Commissioner's grants that contribute to achieving their Police and Crime Plan.

The Finance and Commissioning Support Officer and Commissioning and Grants Assistant provide administrative support to the Finance and Commissioning team.

The Operations Team includes a Policy and Partnerships Officer, Meetings and Records Officer, Performance Officer, Projects Officer, an Intern, and an Engagement Coordinator, who oversees a Digital Engagement Officer and a Community Engagement Officer.

The Policy and Partnerships Officer considers the implications of policy decisions taken at National level, the Policy and Partnerships Officer provides policy research, advice and guidance to the Commissioner and takes a lead on developing the understanding of the local partnership landscape.

The Meetings and Records Officer administrates the Strategic Priorities Assurance Board and the Joint, Audit, Risk and Assurance Committee, ensuring their reports are distributed as required, attending the meetings, taking the minutes and recording any significant decisions. They also manage the Independent Custody Visiting and Police Dog Welfare Schemes.

The Performance Officer assists the Commissioner in their role to progress the 15 strategic risks and threats identified by the Constabulary and partners at the annual Risk, Harm and Threat seminar, and monitors the Constabulary's performance in other key areas.

The Projects officer co-ordinates and drives discrete projects that result from the Commissioner's rolling Summit Programme and any other agreed projects. This will include working with the Commissioner to define the outcomes required, identifying key stakeholders, developing action plans for delivering against agreed outcomes and regular reporting to the Commissioner's on progress

The Intern provides a research service to the Police and Crime Commissioner, looking into current issues in Policing and Criminal Justice and providing the Commissioner with written and oral briefings on the findings of the research.

The Engagement Coordinator takes the lead role in ensuring the delivery of the Commissioner's statutory responsibilities for consultation & engagement.

The Digital Engagement Officer merges new digital communication media and traditional communication methods to better engage with the varied communities of Derbyshire to allow a two-way dialogue between the Commissioner and the public

The Community Engagement Officer supports the Commissioner in carrying out their statutory duties in the area of Citizen Focus and partnership engagement, and also assists on the preparation and delivery of the Commissioner's consultation and engagement programme

The Compliance Team includes an Administrative and Casework Assistant and an Apprentice.

The Administrative and Casework Assistant supports the work of the Commissioner by provision of administrative support to the Commissioner and the Head of Compliance within the Office of the Police and Crime Commissioner. They are responsible for the administration of the Commissioner's casework system and assisting in the organisation of Police Appeals Tribunals.

The Apprentice carries out general office and administrative duties whilst studying to complete an NVQ in Business Administration