



The OPCC team

The role of the Office of the Police and Crime Commissioner (OPCC) is similar to the Civil Service in relation to Government Ministers. The OPCC's core role is to support the Police and Crime Commissioner (PCC) in the delivery of their priorities and to provide advice. All OPCC officers are politically restricted.

Performance and Accountability:

The team lead the Office's strategic approach to ASP performance and accountability, supporting the Police and Crime Commissioner in his statutory functions to hold ASP to account, including for delivery of the Police and Crime Plan. This approach is split into three business areas:

- **Performance and Governance:** Fulfilling the function of developing the Avon and Somerset Police and Crime Plan. They also monitor and analyse delivery and performance against the Plan, and ensure insights inform a strategic approach to scrutiny, supporting the PCC to hold ASP to account and ensure they are efficient and effective. They also support effective liaison with the [Avon and Somerset Police and Crime Panel](#).
- **Scrutiny, Assurance & Complaints:** Supports the Police and Crime Commissioner in holding the force to account in their provision of an effective and efficient police service, through scrutiny and assurance activity including managing a high quality, customer focussed service to members of the public contacting the PCC and discharging the PCC statutory functions as identified in legislation, including regarding complaints, FoI and DSAR and Misconduct Hearings and Police Appeals Tribunals.
- **Secretariat Management:** Delivers strong executive support to the PCC and DPCC, ensuring their time is effectively prioritised and they receive high quality briefing for meetings and engagements, advice and logistical support, working closely with colleagues and key partners to drive forward their priorities. They also plan and manage the business of key PCC [oversight meetings](#), supporting the PCC in his duties to hold ASP to account for providing an efficient and effective service.

Policy, Partnership and Commissioning:

The team lead the OPCCs work on policy, partnerships and commissioning, driving forward agendas and ensuring the Police and Crime Commissioner is able to influence effectively at a strategic level across Avon and Somerset, regionally and nationally. The work is split into the following areas

- **Commissioning -** Commissions a range of services to support delivery of the Police and Crime Plan. This includes services to support to victims of crime and anti-social behaviour, vulnerable individuals in custody and projects to reduce reoffending

- Partnership working – Lead the strategic approach to partnership working and support the PCC and Deputy PCC in their roles as chairs of a range of key partnerships. This includes the Criminal Justice Board, Reducing Reoffending Boards, Community Safety Partnerships and Combatting Drugs Partnerships. This also includes providing support to the PCC in his national role as PCC lead for Economic and Cyber crime
- Policy development – Providing support to the PCC to develop policy to support delivery of the Police and Crime Plan and ensure that national initiatives are translated effectively locally
- Violence reduction unit – Developing the Avon and Somerset approach to reducing serious violence, primarily focused on leading the Home Office funded Violence Reduction Unit approach

Communications and Engagement:

This team provides strategic co-ordination of all communications, engagement (stakeholder and public) and consultation work streams, as well as maintenance and development of the OPCC website and social media accounts and managing all Public Relations activity and interaction with the media to promote OPCC function, projects and joint work with the police and other partners.

They also undertake crisis and public confidence management activity when required. They run a number of public engagement events including PCC and police related awards ceremonies.

Finance and Business Services:

The OPCC Chief Finance Officer (CFO) manages the Section 151 responsibility including value for money to tax payers, support for the setting of the annual Council Tax precept and provides financial, governance and strategic advice to the PCC and COS as required.

They also develop Medium Term Financial Plan, agree and monitor cost savings plans and advise on Strategic Alliance, Treasury Management, Reserves, Internal Audit and Joint Audit Committee and all other financial matters. They hold the portfolio for Business Crime. The CFO leads on setting the strategic direction and oversight and scrutiny of Major Projects work including ICT and estates and provides scrutiny of Constabulary HR issues.

Business services provides office and information management, OPCC financial services and organisational support to deliver the OPCC business plan as well as providing an HR service, training and development, budget monitoring and planning, transparency of information, corporate governance and management other key appointments including Chief Constable appointment.



The Office of the Police and Crime Commissioner

The Office of the Police and Crime Commissioner (OPCC) is run by a dedicated team who support the PCC.

The team support:

- Strategic financial policy
- Performance, monitoring and scrutiny
- Governance and compliance
- Commissioning, grant funding and partnerships
- Communications and engagement
- Audit and general administrative duties.

The OPCC is led by a Chief of Staff, whose responsibility is to manage the staff and provide a monitoring role to ensure standards remain high. The team also includes a Chief Finance Officer to advise the PCC on financial matters and the impact on any decisions regarding the budget, spending and commissioning.

Staff structure

OPCC Senior Leadership Team:

Chief of Staff – Alice Ripley

Alice is responsible for the strategic leadership of the OPCC, to enable the effective development, support and deliver of the functions and priorities of the PCC, ensuring effective engagement with the community, key partners and stakeholders. Alice is also the statutory monitoring officer to the PCC and is required to ensure effective corporate governance and to support and advise the PCC in carrying out his statutory duties and exercising their statutory powers and duties.

Director of Performance and Accountability – Sally Fox

Sally is responsible for leading the Office's strategic approach to Avon and Somerset Police's (ASP) performance and accountability, supporting the Police and Crime Commissioner in his statutory functions to hold ASP to account, including for delivery of the Police and Crime Plan. Her directorate ensure that public contact is dealt with effectively and efficiently, making full use of digital tools; and the insights from contacts, complaints and other scrutiny mechanisms are used to hold ASP to account.

As the Deputy Monitoring Officer, Sally supports the Chief of Staff in the delivery of her statutory responsibilities, and acts in her absence. She is also responsible for maintaining strong executive support to the PCC and DPCC the Secretariat, ensuring their time is effectively prioritised.

Chief Finance Officer– Paul Butler

To undertake the statutory role of the Chief Finance Officer to the PCC for the purpose of section 151 of the Local Government Act 1972, sections 112 and 114 of the Local Government Finance Act 1988 and Accounts and Audit Regulations.

Paul also provides financial advice and leads on major projects, Digital and Estates as well as contributing directly to the effective delivery of the PCC's vision, strategies and plans ensuring value for money for taxpayers.

Director of Policy and Partnership - Marc Hole

Marc leads the OPCC's strategic approach to policy, partnerships and commissioning, driving forward agendas and ensuring the Police and Crime Commissioner is able to influence effectively at a strategic level across Avon and Somerset and regionally, and nationally. Marc leads the development of the PCC's commissioning strategy and manage its implementation, both in line with the PCC's priorities, as well as the OPCC'S policy development and advice function, supporting delivery of the Police and Crime Plan and advising the PCC and Deputy PCC on a range of crime and criminal justice matters.

Head of Communications and Engagement - Niamh Byrne

Niamh's role is to support the PCC by liaising with the media on matters of public interest and effectively communicating and publicising the role and work of the PCC.

The team cultivates relationships with partners and stakeholders through meetings, community days, public forums or joint campaigns. We also proactively look for opportunities to seek the views of our communities through online channels like our website, social media platforms and surveys.

Head of HR and Business Services- Kate Watson

Kate leads on organisational and corporate support to the OPCC in line with strategy and business plans to ensure optimum use of available resources within the business area. She leads on the Office's strategic approach to people matters, to ensure a professional and skilled OPCC team are equipped to support delivery of the Police and Crime Commissioner's priorities. She also leads on statutory requirements to appoint the chief Constable, COS and CFO. Kate advises colleagues on all HR matters.