



Publication Scheme for the Office of the Police and Crime Commissioner for Thames Valley

Introduction

This document is the Police and Crime Commissioner (PCC) for Thames Valley's publication scheme, which demonstrates their commitment to transparency and proactive publication of information to the public.

As a public authority, the PCC for Thames Valley has a duty to adopt and maintain a publication scheme, in accordance with Section 19 of the Freedom of Information Act 2000. The PCC also has separate, but overlapping, duties to publish information under the Elected Local Policing Bodies (Specified Information) Order 2011 as amended by three further Orders.

Who does this document apply to?

This document imposes obligations upon the PCC to proactively publish certain classes of information. They should ensure that members of the public can access information about the business of the PCC and their office, and represents the minimum mandatory publication requirement.

The PCC has the discretion to publish more information in the interests of transparency. Responsibility for publication of the information, and compliance with this scheme, lies with staff of the OPCC.

Status of this document

This document is intended to meet the PCC's statutory obligation under Section 19 of the Freedom of Information Act 2000 and the Elected Local Policing Bodies (Specified Information) Order 2011. It has been compiled using the Model Publication Scheme and further guidance approved by the Information Commissioner's Office.

What we will publish

Who we are and what we do

We will publish current information regarding our organisation, structure, location and contacts. For the PCC and their Deputy this will include:

- Name and contact details;
- Salaries and;
- Details of responsibilities including; information upon the area for which the PCC is responsible, our partnerships arrangements, our relationships with other key bodies

For the OPCC:

- Contact details;
- Our staff structure and the proportion of staff who are; women, members of an ethnic minority, disabled;
- Name, job title, responsibilities and salary of each member of staff whose salary exceeds £58,200;
- Any arrangements the OPCC have with the Chief Constable of Thames Valley Police (TVP) or any local authorities to use members of their staff where applicable;
- Identity of any premises or land owned by or occupied for our purposes and;
- Details of the Independent Custody Visiting Scheme (ICVS) and how individuals can become involved.

What we spend and how we spend it

We will publish financial information relating to projected and actual income and expenditure, procurement, contracts and the annual audit of the accounts for the last and the previous two financial years. This will include:

- Budget Book – setting out the annual budget and how it will be spent, where the funding comes from including information on council tax precepts and how much of the budget is allocated to the Chief Constable for operational policing;
- Treasury Management Strategy Statements – setting out how the OPCC manage the budget, including our annual investment strategy;
- Details of grant allocations provided by the PCC to local authorities (Community Safety Fund) and the voluntary sector (Victims of Crime and Restorative Justice);
- Details of grants made from the Police Property Act Fund;
- Information on each item of expenditure of the PCC and Chief Constable over £500;
- Information on the expenses claimed by the PCC, their Deputy and senior officers;
- Statement of Accounts – describing our actual spending and income in the previous financial year and our end of year balance sheet position and;
- Annual audit letter and annual audit certificate – giving opinions from our independent external auditor about our stewardship of public funds and the accuracy of our Statement of Accounts.

What our priorities are and how we are doing

We will publish strategies and plans, performance indicators, audits, inspections and reviews for this and the previous two financial years. This will include:

- Police and Crime Plan;
- Annual Report on how the PCC's priorities are being met;
- A list of our collaboration agreements;

- Any report requested from a Community Safety Partnership by the PCC under s7(1) of the Crime and Disorder Act 1998 where applicable;
- Agendas and minutes of our 'Performance and Accountability' meetings, where the PCC holds the Chief Constable to account for the performance of TVP;
- The most recent annual data statistics in relation to police complaints, published by the Independent Office for Police Conduct (IOPC);
- A report in response to the annual IOPC statistics, setting out details of how the PCC has fulfilled their duty to hold the Chief Constable of TVP to account for the exercise of their functions under Part 2 of the Police Reform Act 2002 in relation to the handling of complaints;
- A statement on the contribution of TVP to achieving improvements against the key national priorities for policing;
- Reports of Her Majesty's Inspectorate of Constabulary on TVP, and the PCC's response to them; and
- The most recent annual report from Her Majesty's Inspectorate of Constabulary on the effectiveness, efficiency and legitimacy of TVP and a summary assessment of the performance of TVP.

How we make decisions

We will publish decision-making processes and records of decisions for this financial year and the previous two financial years. This will include:

- Date, time, place, agenda and minutes of each public meeting to be held by the PCC;
- Details of any public consultation to be held by the PCC;
- Decision reports of every decision of significant public interest and;
- Results and outcomes of our public consultations and surveys.

Our policies and procedures

We will publish current policies and procedures for delivering our services and responsibilities. This will include:

- Code of Conduct for the PCC and their Deputy;
- Asset Management Plan;
- Improving Safety of Women and Girls Strategy;
- Joint Corporate Governance Framework;
- Modern Slavery Statement;
- Reserves Strategy;
- Privacy Notice;
- Capital Policy Statement;
- Financial Strategy;
- Decision Making Policy;
- Complaints Policy;
- Commissioning Strategy;
- Communications and Engagement Strategy;
- Data Protection Policy (to include Information Security);
- Records Management and Disposal Policy;
- Gifts and Hospitality Policy;
- Data Sharing Policies and Agreements;
- Anti-Fraud and Corruption Policy;
- Joint Corporate Governance Framework;
- JIAC Operating Principles;
- Information Sharing Agreement with TVP;

- Contract Management Strategy and;
- Travel and Subsistence Policy.

Lists and registers

We will publish, for the current financial year:

- A copy of each invitation to tender issued by the PCC or Chief Constable for contracts worth more than £10,000 (via Bluelight Procurement Database);
- Details of every contract to which the Chief Constable or PCC is a party (via Bluelight Procurement Database);
- A register of all offers of gifts or hospitality made to the PCC, their Deputy and staff of the Office of the PCC;
- The number of complaints or conduct matters that have been brought to the attention of a relevant office holder by the Police and Crime Panel (either because they have been referred to the Independent Office for Police Conduct (the IOPC, formerly the IPCC), or because they are being subjected to informal resolution by the panel;
- A register of interests for the PCC and their Deputy;
- Register of Freedom of Information Act disclosures including request and answer provided and;
- The Asset Management Plan (including the asset register).

The services we offer

We will publish current information about the services we offer, including our:

- Adults Support Service, delivered by victim Support.
- ASB Mediation service, being delivered by Alternatives to Conflict and available to residents across the Thames Valley.
- Community Speedwatch provides groups in Thames Valley with a starter kit on a loan basis to help volunteers assist in the battle against speeding motorists.
- Data Hub, for members of the public to access important statistics relating to crime and policing.
- Drive and Cobi projects– to reduce child and adult domestic abuse, tackling stalking and reduce reoffending.
- Independent Sexual Violence Advisory Service, delivered by Hope After Harm.
- Op Deter– an early intervention support programme for under 18s arrested for knife crime.
- Retail crime Strategy, which hopes to deliver a more visible, targeted and robust approach to retail crime.
- Road Safety Strategy, developed in consultation with TVP and other relevant partners promotes the application of the Safe Systems Approach to road safety: safe behaviour, safe roads, safe speeds and a rapid post collision response.
- Victims First Hub, which is a service managed by the OPCC and dedicated to making sure that all victims of crime receive the support they need to cope with the impact of crime. Some of the services provided by the Hub include Restorative Justice, Third Party Reporting Mechanism for Hate Crime and Counselling.

- Violence Prevention Partnership which involves relevant partners and members of the community working together to understand the root cause of serious violence and focusing on place-based problem solving in order to address them.
- Young Victims Service, delivered by SAFE!.

What we will not publish

The PCC will not publish:

- Information in draft form;
- Information that is no longer readily available, as it is contained in files that have been placed in archive storage or is difficult to access for similar reasons;
- Information which would, in the view of the Chief Constable, be against the interests of national security;
- Information which might, in the view of the Chief Constable, jeopardise the safety of any person;
- Information which might, in the view of the Chief Constable, prejudice the prevention or detection of crime, the apprehension or prosecution of offenders, or the administration of justice or;
- Information, the disclosure of which is prevented otherwise by law, or exempt under the Freedom of Information Act 2000, or is otherwise properly considered to be protected from disclosure as per the General Data Protection Regulation (the GDPR) and the Data Protection Act 2018.

Method of availability

All information available under this scheme will be provided on the PCC's website:

www.thamesvalley-pcc.gov.uk

Where hard copies are required, these may be provided subject to charges (see below). Requests for hard copies of information should be made to:

Office of the Police and Crime Commissioner
 Thames Valley Police Headquarters
 Oxford Road
 Kidlington
 Oxfordshire
 OX5 2NX
 Email: pcc@thamesvalley.police.uk

Obligations under disability and discrimination legislation and any other legislation to provide information in other forms and formats will be adhered to when providing information in accordance with this scheme.

Please also see the below link to the OPCC Accessibility statement:
<https://www.thamesvalley-pcc.gov.uk/site-accessibility/>

Charges

Material which is published and accessed on a website will be provided free of charge.

For those without access to the Internet, we will provide a single printout of an individual publication, as shown on the website, free of charge.

Requests for multiple copies of publications or multiple printouts from our website or for copies of archived material no longer available on the website will attract a charge. The cost will be restricted to printing/photocopying costs (currently 5p per sheet) and postage. We will let you know the cost when we receive your request. The charge will be payable in advance.

Requests for information that is not published

Information held by us that is not published under this scheme can be requested, when its provision will be considered in accordance with the provisions of the Freedom of Information Act 2000. Such requests should be sent, in writing, to:

Office of the Police and Crime Commissioner
Thames Valley Police Headquarters
Oxford Road
Kidlington
Oxfordshire
OX5 2NX
Email: pcc@thamesvalley.police.uk

More information can be found on the OPCC website via the following link: [Freedom of Information - Thames Valley Police & Crime Commissioner \(thamesvalley-pcc.gov.uk\)](https://www.thamesvalley-pcc.gov.uk/freedom-of-information)

Any information that is requested in hard copy will be provided subject to charges, payable in advance, for printing and postage as set out above.

Review completed: January 2026
Next review: January 2028

VERSION RECORD

Version No.	DATE	Comments	Made By (Name, role, and organisation)
v1.0	May 2017	Initial Submission	Lindsay Jopling, Governance Manager
v2.0	October 2018	Review	Sierra Reid, Governance Officer
v3.0	October 2019	Review	Sierra Reid, Governance Officer
v4.0	November 2020	Review	Sierra Reid, Governance Manager
v5.0	November 2021	Review	Sierra Reid, Complaints Review Manager
v6.0	January 2026	Review	Sierra Reid, Complaints Review Manager

This is a Controlled Document