Telephone: 01953 424455
Date: 16 November 2026

Dear Member of public,

RE: Freedom of Information Request FOI/OPCCN/278

I am writing in connection with your email dated 4 November 2026, in which you requested the following information:

1. Contractual and working arrangements

Does Mr Sutton have a contract of employment, service agreement or other formal agreement which specifies the number of days per week or year that he is expected or required to devote to his duties as Norfolk Police and Crime Commissioner?

If so, I would like a copy of the relevant agreement, or alternatively the relevant provisions specifying his expected working commitment. Personal information unrelated to these matters may, of course, be redacted.

2. Classification of the Middlesbrough visit

Was Mr Sutton's visit to Middlesbrough on 28 August 2026 recorded or treated as a working day undertaken in his capacity as Norfolk Police and Crime Commissioner?

If the Office holds records showing how this visit was classified, I would be grateful for copies of those records.

If the visit was not treated as a day of PCC duties, please provide any recorded information explaining its classification.

3. Expenses and payment

I would like to know who paid for the expenses arising from the Middlesbrough visit, including:

- **Travel costs, including mileage or rail fares.**
- **Accommodation costs, if applicable.**
- **Subsistence and other expenses.**

- **Any other costs incurred in connection with the visit.**

In particular:

(a) Were any of these costs paid directly by, or reimbursed by, the Office of the Norfolk Police and Crime Commissioner?

(b) If so, please provide the total amount charged to the Office, together with a breakdown by category of expenditure.

(c) If the costs were met by another organisation or source, please identify that organisation or source, insofar as this information is held.

(d) Were any expenses incurred by the Norfolk PCC's Office subsequently reimbursed by another organisation?

I have reviewed our records and can advise the following:

1. The Police Reform and Social Responsibility Act 2011 ("The Act") does not specify contractual or working hours, treating the position of Police and Crime Commissioner (PCC) as an officeholder rather than a standard employee. As such there is no contract of employment that specifies the number of days per week or year that the PCC is expected or required to work.
2. No information held.
3. No information held. The PCC's expenses are published and can be found on our website here: PCC Expenses July to September 2026

Yours sincerely

Office of the Police and Crime Commissioner for Norfolk

Internal Review

If you think we have not supplied information in accordance with Section 1 (the General Right of Access) of the Freedom of Information Act 2000, or you are dissatisfied with the way in which your request has been handled, then you should write within 40 calendar days of the date of the response to:

Mark Stokes
Chief Executive
Office of the Police and Crime Commissioner for Norfolk
Building 7
Falconers Chase
Wymondham
Norfolk
NR18 0WW

Telephone: 01953 424455
Email: opccn@norfolk.police.uk

If you are dissatisfied in any way with our response or the way we have handled your request, you can contact us by phone, email or in writing. We may, in the first instance, try and resolve your complaint informally. However, at any stage you can request, or we may decide to treat your complaint formally under our internal review process.

An internal review is conducted by the Chief Executive who will review the request and response, taking account of your complaint(s), and will respond in writing as soon as possible. The Information Commissioner's Office recommends that a response should be made in 20 working days. If we are unable to respond in this timeframe, we will inform you and provide a date by which you should expect to receive our response.

If, after the internal review, you remain dissatisfied then you can complain to the Information Commissioner's Office, the government regulator for the Freedom of Information Act. Details of how to contact the Information Commissioner's Office can be found at www.ico.org.uk