



STAFFORDSHIRE
POLICE

Long Service Good Conduct Medal

Introduction:

The Police Long Service and Good Conduct Medal was instituted under Royal Warrant by King George VI in June 1951. It is awarded as a mark of the Sovereign's appreciation of long and meritorious service rendered by members of the Police Forces of the United Kingdom.

It is important to note from the outset that there is no absolute right for officers to receive the award. There is set criteria which must be satisfied prior to the medal being awarded.

Officers are eligible for consideration for being awarded the medal upon the completion of, or an aggregate of, 20 years pensionable or approved service.

In order for an officer to qualify for the medal, the Chief Constable must make a recommendation to the Home Secretary, confirming:

1. That an officer has been a serving member of a Police Force.
2. That the officer has served efficiently for the qualifying period.
3. That the officer's character has been **very** good

There are three points at which an officer can be considered for a LSGC award:

1. At 20 years' service, for the initial medal
2. At 30 years' service, for a bar to be added
3. At 40 years' service for a further bar

Misconduct and the awarding of the Long Service and Good Conduct Medal

There are four over-arching purposes for police disciplinary proceedings:

- To maintain public confidence in, and the reputation of, the police service,
- To uphold high standards in policing and deter misconduct,
- To protect the public
- To take individual and organisational learning from mistakes

Effect of Misconduct

Where an officer is being considered for nomination to the Home Secretary, the principles currently applied in Force in respect of information relating to conduct matters are outlined below:

- Where an officer's conduct is proven to fall below the standards of professional conduct and the officer receives a sanction of dismissal, the issue of the medal **is forfeited**.
- The sanction of 'reduction in rank' is considered to be a severe sanction, imposed as a result of a serious disciplinary offence. There is a rebuttable presumption that officers who have been reduced in rank during the qualifying period, whether or not they are later re-promoted, will not be approved. A report may be submitted for assessment to the Head of PSD making representation for consideration of granting of the award in the specific circumstances of the case.
- The same will apply in respect of officers who receive criminal convictions for recordable offences or a criminal caution during the period of eligibility and are not dismissed as a result, regardless of any other misconduct sanction imposed.
- Where the officer has multiple written warnings, including extended warnings, consideration should be given to the suitability of the award.
- Where the conduct of the officer has been referred to a misconduct meeting or hearing at the point the nomination is being reviewed, consideration of the award to be deferred until the conclusion of proceedings.
- where an officer has been subject of a written warning during the eligibility period, the length of the warning (18 months) will be added to the end of the qualifying period and the issuance of the medal will be deferred. This would mean an officer who has received a written warning would not be eligible for consideration until 21 years 6 months service has been achieved. Where the officer has received multiple warnings the extensions will be consecutive and not concurrent. In all cases where a warning or warnings have been issued, the officer will need to demonstrate they have achieved and maintained very good conduct, evidenced by PDRs and line manager support, since the issuance of the warning.
- Where the officer has received a sanction of a final written warning during the eligibility period, whether at a Misconduct Meeting or Hearing, the length of the warning (2 yrs – 5yrs) will be added to the end of the qualifying period and the issuance of the medal will be deferred, as above. In order to be eligible for the award, the officer will need to demonstrate they have achieved and maintained very good conduct, evidenced by PDRs and line manager support, since the issuance of the warning.

- Where a serving officer who has been awarded a Long Service Medal is convicted of a recordable offence or receives a criminal caution, a referral will be made to the Chief Constable by the Professional Standards Department for consideration of an application to the Home Office for forfeiture of the award.

Governance and appeal

The Head of Professional Standards will make the initial assessment of the eligibility of the officer. Where it is determined the officer is ineligible, this will be communicated to the officer by personal letter.

The officer and their representative will have the opportunity to request a paper based review of the recommendation made by the Head of Professional Standards. They should do so in writing and within 7 days of receiving the recommendation, the review will then be completed by the Deputy Chief Constable.

Following the DCC review or expiration of the 7-day period the documents will be provided to the Chief Constable for his consideration in the awarding of the medal.

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