

# Public Document Pack



<b>Date and Time</b>	Monday, 25th April, 2022 at 10.00 am
<b>Place</b>	Mitchell Room, EII Court, Hampshire County Council, Winchester
<b>Enquiries to</b>	<a href="mailto:hampshire.pcp@hants.gov.uk">hampshire.pcp@hants.gov.uk</a>

## FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on Hampshire County Council's website and available for repeat viewing, it may also be recorded and filmed by the press and public. Filming or recording is only permitted in the meeting room whilst the meeting is taking place so must stop when the meeting is either adjourned or closed. Filming is not permitted elsewhere in the building at any time. Please see the Filming Protocol available on Hampshire County Council's website.

## AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**

To enable Members to declare to the meeting any disclosable pecuniary interest they may have in any matter on the agenda for the meeting, where that interest is not already entered in their appointing authority's register of interests, and any other pecuniary or personal interests in any such matter that Members may wish to consider disclosing.

- 3. MINUTES OF THE PREVIOUS MEETING**

To confirm the minutes from the previous meeting.

- 4. QUESTIONS AND DEPUTATIONS**

To receive any questions or deputations in line with Rule 31 and 31A of the Panel's Rules of Procedure.

**5. POLICE AND CRIME PANEL - GOVERNANCE UPDATE (Pages 5 - 10)**

To receive a report from the Monitoring Officer to the Panel, proposing that the Panel formalises the delegation of its functions under the Freedom of Information Act 2000.

**6. CONFIRMATION HEARING FOR THE APPOINTMENT TO THE ROLE OF DEPUTY POLICE AND CRIME COMMISSIONER (Pages 11 - 26)**

Following notification from the Hampshire Police and Crime Commissioner of her intention to appoint the preferred candidate, Mr Terry Norton, to the role of Deputy Police and Crime Commissioner, for the Hampshire Police and Crime Panel to hold a Confirmation Hearing in accordance with Schedule 1 of the Police Reform and Social Responsibility Act 2011.

**7. EXCLUSION OF THE PRESS AND PUBLIC**

To resolve that the public be excluded from the meeting during the following item of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information within Paragraph 3 of Part I Schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of any particular person (including the authority holding the information) and, further, that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

While there may be a public interest in disclosing this information, namely openness in the deliberations of the Panel in determining its recommendation regarding the proposed appointment, it is felt that, on balance, this is outweighed by other factors in favour of maintaining the exemption, namely enabling a full discussion regarding the merits of the proposed appointment.

**8. CLOSED SESSION TO DISCUSS THE PROPOSED APPOINTMENT TO THE ROLE OF DEPUTY POLICE AND CRIME COMMISSIONER**

Following notification from the Hampshire Police and Crime Commissioner of her intention to appoint to the role of Deputy Police and Crime Commissioner, for the Hampshire Police and Crime Panel to hold a closed session to agree its recommendations

**ABOUT THIS AGENDA:**

On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.

**ABOUT THIS MEETING:**

The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact [hampshire.pcp@hants.gov.uk](mailto:hampshire.pcp@hants.gov.uk) for assistance.

Appointed Members of the Police and Crime Panel attending this meeting qualify for travelling expenses in accordance with their Council's 'Member's Allowances Scheme', as set out in the agreed Police and Crime Panel Arrangements.

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## HAMPSHIRE POLICE AND CRIME PANEL

### Report

<b>Date:</b>	25 April 2022
<b>Title:</b>	Governance Update
<b>Report From:</b>	Monitoring Officer to the Panel

**Tel:** 0370 779 6176 **Email:** [Hampshire.pcp@hants.gov.uk](mailto:Hampshire.pcp@hants.gov.uk)

#### **Purpose of this Report**

1. The purpose of this report is to propose that the Hampshire Police and Crime Panel (the Panel) formalises the delegation of its functions under the Freedom of Information Act 2000 (FOIA) to the Head of Risk and Information Governance of Hampshire County Council, as Lead Authority.

#### **Recommendation(s)**

2. **That the Panel confirms that, to the extent that the discharge of any of its functions under the Freedom of Information Act 2000 (FOIA) has not already been delegated to the Head of Risk and Information Governance of Hampshire County Council, as Lead Authority, it shall be so delegated.**
3. **That the Panel notes that any decisions taken under the delegated functions will be made by the Head of Risk and Information Governance of Hampshire County Council, in consultation with the Chairman of the Panel, or in their absence the Vice-Chairman.**
4. **That the Panel's annual complaints monitoring report, in future, contain appropriate monitoring information regarding the discharge of functions under the FOIA in relation to the Panel.**

#### **Introduction**

5. The Freedom of Information Act 2000 provides public access to information held by public authorities. The Act covers any recorded information that is held by a public authority in England, Wales and Northern Ireland. This includes government departments, local authorities, the NHS, state schools and police forces; and a joint committee of relevant local authorities, such as the Hampshire Police and Crime Panel.
6. The Panel receives very few Freedom of Information (FOI) requests (6 requests in the 2-year period 2020 to 2022). These have tended to be

associated with matters that the Panel has been reviewing in respect of specific complaints that are ongoing and by definition complicated with the added element that the requestors are persistent.

7. FOI requests to the Panel have been handled by the FOI team in Hampshire County Council as part of the administrative arrangements as Lead Authority. This has included cases where the requestor is dissatisfied with their initial response and have asked for that response to be looked at again, known as an “internal review”.
8. Paragraph 18.1 of the Panel Arrangements for the Police and Crime Panel for the Hampshire Police Area entered into by the relevant local authorities in 2012 provides that: “*Requests under the Freedom of Information Act in relation to Panel business shall be received and handled by the Lead Authority in accordance with its usual procedures.*”
9. A number of these requests have been reviewed by the Information Commissioner’s Office (ICO) as regulator, following complaints to them from the requestors. The ICO have reviewed these requests in detail and have endorsed the approach taken on individual requests and have not questioned the use of County Council staff to answer FOI requests, until now.
10. Following a recent specific case, the ICO have re-examined the arrangements that the Panel has for FOIs and have come to a technical conclusion that states that, in its view, whilst the County Council can carry out certain administrative functions, for example receiving, acknowledging, and sending replies to requests, collating information, calculating time for compliance, assessing exemptions, preparing redacted documents, it cannot on behalf of the Panel, decide what searches should be conducted, decide to extend the time for compliance, decide to charge a fee, decide to apply an exemption, decide to disclose information, decide a request is vexatious, or conduct an internal review.
11. In coming to that conclusion, the ICO does not appear to have placed sufficient weight on the power of the Panel to delegate the discharge of functions to Officers, whether those functions originated as functions of the Panel itself or of the relevant local authorities.
12. There are significant practical implications associated with the ICOs conclusion. Although, in law, the Panel may discharge the functions under the FOIA, perhaps by way of establishing a sub-committee, such an arrangement would involve a disproportionate burden, in terms of Member and Officer time and costs, in respect of the training required and other preparation for, and attendance at, meetings of the sub-committee to discharge these functions.
13. The rest of this report outlines a practical and proportionate solution that adds clarity and the avoidance of doubt to the arrangements for handling FOIs.

## Legislative Background

14. The Police Reform and Social Responsibility Act 2011 provides<sup>1</sup> that, in a multi-authority police area such as the Hampshire police area, a Police and Crime Panel is a joint committee of the relevant local authorities.
15. An email was received by the Hampshire County Council, as the lead authority for the Panel, on 28 March 2022 which made reference to the Police and Crime Panels (Application of Local Authority Enactments) Regulations 2012 (the 2012 Regulations). These provide<sup>2</sup> that, to the extent that the Freedom of Information Act 2000 (FOIA) does not already apply, the FOIA applies to the Panel and the members of the Panel. The regulations go on to provide that the FOIA has effect as if:
- the functions of the Panel were functions of the relevant local authorities appointing members to the Panel (the relevant local authorities); and
  - the Panel were a joint committee of the relevant local authorities appointed for the purpose of discharging those functions under section 102(1) of the Local Government Act 1972.
16. Although, in law, the Panel may discharge the functions under the FOIA, perhaps by way of establishing a sub-committee, such an arrangement would involve a disproportionate burden, in terms of Member and Officer time and costs, in respect of the training required and other preparation for, and attendance at, meetings of the sub-committee to discharge these functions. Additionally in terms of risk management the assignment by delegation of the FOIA function (see below) will serve to mitigate the potentiality of claims exposure and insurance cost associated with inappropriate risk management.
17. It is considered that the Panel, as a joint committee of the relevant local authorities, has the power to delegate the discharge of functions to Officers, whether those functions originated as functions of the Panel itself or of the relevant local authorities. The Panel will remain accountable for the discharge of the functions so delegated.
18. It is not considered necessary to determine which of the functions under the FOIA are functions of the relevant local authorities and which are functions of the Panel itself because the 2012 regulations apply the FOIA as if the functions of the Panel were functions of the relevant local authorities.

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<sup>1</sup> Schedule 6, Part 2, paragraph 4(5)

<sup>2</sup> Regulations 3 and 6 and the Schedule, Part 1(5)

19. The clear intention of the relevant local authorities that appointed the Panel was for the Lead Authority, Hampshire County Council, to be responsible for handling any requests under the FOIA in accordance with the County Council's usual procedures. Paragraph 18.1 of the Panel Arrangements for the Police and Crime Panel for the Hampshire Police Area entered into by the relevant local authorities in 2012 provides:

**“18 Legal Requirements**

**18.1 Requests under the Freedom of Information Act in relation to Panel business shall be received and handled by the Lead Authority in accordance with its usual procedures.”**

20. Therefore, for any of the functions under the FOIA that are functions of the relevant local authorities, the discharge of those functions has already been delegated<sup>3</sup> to Hampshire County Council Officers.
21. It is considered that the discharge of the Panel's own functions under the FOIA has also been delegated by the relevant local authorities by virtue of the provision in the 2012 Regulations that states that the FOIA applies as if the functions of the Panel were functions of the relevant local authorities.
22. However, for the avoidance of doubt, it is proposed that the Panel confirms that, to the extent that the discharge of any of its functions under the FOIA has not already been delegated to the Head of Risk and Information Governance of Hampshire County Council, as Lead Authority, it shall be so delegated<sup>4</sup>.
23. It is proposed that any decisions taken under the delegated functions will be made by the Head of Risk and Information Governance of Hampshire County Council in consultation with the Chairman of the Panel, or in their absence the Vice-Chairman.
24. It is further proposed that the Panel's annual complaints monitoring report should, in future, contain appropriate monitoring information regarding the discharge of functions under the FOIA in relation to the Panel. Such information to be provided to the Panel by the Head of Risk and Information Governance of Hampshire County Council upon a yearly basis.

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<sup>3</sup> As permitted by section 101(5)(a) of the Local Government Act 1972

<sup>4</sup> As permitted by section 101(2) and (5)(a) of the Local Government Act 1972



**REQUIRED LEGAL INFORMATION:**

**Significant Links**

<b>Links to previous decisions:</b>	
<u>Title</u>	<u>Date</u>
<b>Direct links to specific legislation or Government Directives</b>	
<u>Title</u>	<u>Date</u>
<a href="http://legislation.gov.uk">Local Government Act 1972 (legislation.gov.uk)</a>	
<a href="http://legislation.gov.uk">Police Reform and Social Responsibility Act 2011 (legislation.gov.uk)</a>	
<a href="http://legislation.gov.uk">The Police and Crime Panels (Application of Local Authority Enactments) Regulations 2012 (legislation.gov.uk)</a>	
<a href="http://legislation.gov.uk">Freedom of Information Act 2000 (legislation.gov.uk)</a>	

<b>Section 100 D - Local Government Act 1972 - background documents</b>	
<p><b>The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)</b></p>	
<u>Document</u>	<u>Location</u>

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## HAMPSHIRE POLICE AND CRIME PANEL

### Report

<b>Date Considered:</b>	25 April 2022		
<b>Title:</b>	Proposed appointment of Deputy Police and Crime Commissioner		
<b>Contact name:</b>	Jason Kenny – Chief Executive		
<b>Tel:</b>	01962 871595	<b>Email:</b>	<a href="mailto:opcc@hampshire.pnn.police.uk">opcc@hampshire.pnn.police.uk</a>

#### 1. Executive Summary

- 1.1 The Police Reform and Social Responsibility Act 2011 (“the Act”) provides, under section 18(1), that the Police and Crime Commissioner for a police area may appoint a person as the deputy police and crime commissioner for that area.
- 1.2 An outcome of Part 1 of the PCC Review conducted by the Home Office concluded that to enhance resilience and capacity of PCCs, legislation will come forward to mandate the appointment of a Deputy PCC. In the interim, PCCs should have a formal succession plan in the event of a vacancy or incapacitation.
- 1.3 The Police and Crime Commissioner would like to appoint Terry Norton as her Deputy Police and Crime Commissioner. She has therefore notified the panel of her intention, in accordance with the Act.

#### 2. Recommendation

- 2.1 That the Police and Crime Panel support the appointment of Terry Norton as Deputy Police and Crime Commissioner.

#### 3. Background

- 3.1 The Police Reform and Social Responsibility Act 2011 (“the Act”) provides, under section 18(1), that the Police and Crime Commissioner (PCC) for a police area may appoint a person as the Deputy Police and Crime Commissioner (DPCC) for that area. The PCC can arrange for them to exercise any of their functions, except for the issuing of a Police and Crime Plan, appointing the Chief Constable, suspending the Chief Constable, or calling upon the Chief Constable to retire or resign, or calculating a budget requirement under section 43 of the Local Government Finance Act 1992.

- 3.2 There are multiple demands on a PCC's time; the constant battle between inward facing responsibilities and outward engagement and visibility with the public. For a PCC that is focused on delivering change and increasing the visibility of the role, as well as reducing crime and making communities safer, having a Deputy PCC will assist hugely in balancing the needs of the role and serving the public. Time is also of the essence, with a shorter than normal term of office of just three years.
- 3.3 The exact functions and responsibilities to be taken on by the Deputy PCC will be finalised after the Confirmation Hearing. In general terms, the focus will be on performance and delivery monitoring in a variety of forums, enabling the PCC to focus on high visibility and public engagement functions. One area of focus for the Deputy PCC will be the engagement with health services. Mental health, and the impact on policing, are significant. The increased spend on mental health in the past six months by the Government indicates a reform of these services both nationally and in Hampshire and the Isle of Wight. The Deputy PCC will lead on the relationship management and project lead work with all health partners, local authorities and commissioned partners.
- 3.4 Community Safety Partnerships (CSPs) are vital to the future working of Hampshire Constabulary in order to reduce crime and harm in local communities. Much greater collaboration with CSPs and local authorities will be vital to the success of new initiatives from the PCC, but the number of CSPs and volume of meetings make it unmanageable for the PCC alone to attend them all, along with their other responsibilities. A Deputy PCC will assist in the attendance at and relationships with these important partners.

#### **4. Legislative requirements for Confirmation Hearing**

##### **4.1 Name of candidate**

The name of the person the PCC is proposing to appoint to the post of DPCC for Hampshire is Terry Norton.

##### **4.2 Criteria used to assess the suitability of the candidate for the appointment**

In selecting a preferred candidate, the PCC chose someone who can satisfy the following criteria:

- Forms excellent working relationships with partner organisations;
- Takes a co-operative approach to achieving priorities, including proposing effective collaboration initiatives with relevant organisations;
- Builds relationships, influence and negotiate with high ranking officials;

- Excellent awareness of political structures, procedures and policies at both a local and national level;
- Strong background in local government and other local public services;
- A skillset that complements that of the PCC;
- Available to begin in post with immediate effect.

#### **4.3 Why the candidate satisfies those criteria**

4.3.1 Although the DPCC is a member of the PCC's staff (s18(10) of the Act), under paragraph 8(4) of Schedule 1 of the Act the appointment of a DPCC is exempt from the requirement of Section 7 of the Local Government and Housing Act 1989, that all staff appointments should be made on merit. There is therefore no requirement for the open recruitment process that would normally apply when recruiting staff to the PCC's office.

4.3.2. Commissioner Donna Jones has selected Mr Norton for the position of DPCC. The PCC has based this decision on the experience Mr Norton has of working closely with her in public front-facing roles over the last five years. Mr Norton knows the PCC's approach, opinions and vision for Hampshire and the Isle of Wight. The PCC has chosen an individual who has a strong background in teaching and local government. Understanding the long term approach to crime prevention achieved by adopting a public health approach is key. Through his work in the local government sector, Mr Norton understands the significance of working closely with public health. In his role as a teacher in the secondary sector, Mr Norton has supported the PCC with understanding the vulnerabilities of children at risk of offending or being exploited.

4.3.3. Mr Norton has declared that he is aware of the provisions of the Act as regards eligibility to be appointed. Attached at Appendix A are the relevant extracts from the Act concerning disqualification of a person from appointment to the post of DPCC that have been provided to Mr Norton.

4.3.4 Mr Norton has declared that, to the best of his knowledge and belief, he is eligible for appointment and is not subject to a relevant disqualification.

4.3.5 A CV for Mr Norton is attached at Appendix C.

#### **4.4 The terms and conditions on which the candidate is to be appointed**

4.4.1 Under section 18(10) of the Act, the DPCC is a member of the PCC's staff. The DPCC for Hampshire will be subject to a contract of employment which will generally reflect the terms and conditions applying to the PCC's staff. These are contained within the role profile document at Appendix B.

4.4.2 There will be no increase in the costs of the OPCC to pay for the DPCC role.

**5. Starting date**

5.1 Mr Norton is able to begin in this position with immediate effect.

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

<u>Document</u>	<u>Location</u>
Appendix A – Legislative extracts	Attached
Appendix B – Role profile	Attached
Appendix C – CV of candidate	Attached

**DEPUTY POLICE AND CRIME COMMISSIONER  
– DISQUALIFICATION CRITERIA**

**Extracts from the Police Reform and Social Responsibility Act 2011**

**S18(3) The Deputy Police and Crime Commissioner**

The Police and Crime Commissioner may not appoint a person listed in subsection 6 as the deputy police and crime commissioner.

- (6) The persons referred to in subsections (3)(a) and (c) and (5) are—
- (a) a constable (whether or not in England and Wales);
  - (b) a police and crime commissioner;
  - (c) the Mayor's Office for Policing and Crime;
  - (d) the Deputy Mayor for Policing and Crime appointed by the Mayor's Office for Policing and Crime;
  - (e) the Mayor of London;
  - (f) the Common Council of the City of London;
  - (g) any other person or body which maintains a police force;
  - (h) a member of the staff of a person falling within any of paragraphs (a) to (g).

**Sch 1(8) Relevant extracts from paragraph 8, Schedule 1, of the Police Reform and Social Responsibility Act 2011**

(1) This paragraph applies to a person appointed under section 18 by a police and crime commissioner to be the deputy police and crime commissioner.

(2) None of the following may be appointed as the deputy police and crime commissioner-

- a) a person who has not attained the age of 18 on the day of the appointment;
- b) a person who is subject to a relevant disqualification;
- c) a Member of the House of Commons
- d) a Member of the European Parliament
- e) a Member of the National Assembly for Wales
- f) a Member of the Scottish Parliament
- g) a Member of the Northern Ireland Assembly

(3) The terms and conditions of a person who is appointed as the deputy police and crime commissioner must provide for the appointment to end not later than the day when the current term of office of the appointing police and crime commissioner ends.

(4) Section 7 of the Local Government and Housing Act 1989 (appointment of staff on merit) does not apply to the deputy police and crime commissioner.

(5) In this paragraph “current term of office”, in relation to the appointment of a deputy police and crime commissioner by a police and crime commissioner, means the commissioner’s term of office which is running at the time the appointment is made.

(6) For the purposes of this paragraph, a person is subject to a relevant disqualification if the person is disqualified from being elected as, or being, a police and crime commissioner under-

- a) section 65(1) (police officers, police-related employment etc), other than paragraph (e)(ii); or
- b) section 66(1), 3(a)(iii) or (iv), 3(c) or 3(d) (citizenship, bankruptcy, criminal convictions & corrupt or illegal election practices)

### **S65 Disqualification from election or holding office as police and crime commissioner: police grounds**

Relevant extracts from Section 65(1) of the Police Reform and Social Responsibility Act 2011

- 65 (1) A person is disqualified from being elected as, or being, a police and crime commissioner if the person-
- a) is disqualified from being a member of the House of Commons under section 1(1)(d) of the House of Commons Disqualification Act 1975 (members of police forces for police areas in the United Kingdom);
  - b) is a member of-
    - (i) the British Transport Police Force
    - (ii) the Civil Nuclear Constabulary
  - c) is a special constable appointed-
    - (i) under section 27 of the Police Act 1996 for a police area or the City of London police area;
    - (ii) under section 25 of the Railways and Transport Safety Act 2003 (British Transport Police Force)
  - d) is a member of staff of the chief officer of police of any police force maintained for a police area;
  - e) is a member of staff of-
    - (i) a police and crime commissioner;
    - (ii) the Mayor’s Office for Policing and Crime;
  - f) is the Mayor of London;



- g) is a member of the Common Council of the City of London or a member of staff of that Council in its capacity as a police authority;
- h) is a member (including a member who is chairman or chief executive), or a member of staff, of-
  - (i) the British Transport Police;
  - (ii) the Civil Nuclear Police Authority;
  - (iii) the Independent Police Complaints Commission;
  - (iv) the Serious Crime Agency;
  - (v) The National Policing Improvement Agency;
- i) holds any employment in an entity which is under the control of-
  - (i) a local policing body;
  - (ii) any body mentioned in paragraph (h);
  - (iii) the chief officer of police for any police force maintained for a police area or the City of London police area;
  - (iv) the chief officer of police for any police force mentioned in paragraph (b).

**S66 Disqualification from election or holding office as police and crime commissioner: other grounds**

Relevant extracts from Section 66 of the Police Reform and Social Responsibility Act 2011

66

(1) A person is disqualified from being elected as, or being, a police and crime commissioner unless the person satisfies the citizenship condition (see section 68).

(3) A person is disqualified from being elected as, or being, a police and crime commissioner if-

- (a) the person is the subject of-
  - (iii) a bankruptcy restrictions order under paragraph 1 of Schedule 4A to that Act;
  - (iv) a bankruptcy restrictions interim order under paragraph 5 of that Schedule;
- (c) the person has been convicted in the United Kingdom, the Channel Islands, or the Isle of Man, of any imprisonable offence (whether or not sentenced to a term of imprisonment in respect of the offence); or
- (d) the person is incapable of being elected as a member of the House of Commons, or is required to vacate a seat in the House of Commons, under Part 3 of the

Representation of the People Act 1983 (consequences of corrupt or illegal practices).

## **S68 Citizenship condition**

Relevant extract from Section 68 Police Reform and Social Responsibility Act 2011

- 68 (1) This section applies for the purposes of section 66.
- (2) A person satisfies the citizenship condition if the person is—
- (a) a qualifying Commonwealth citizen,
  - (b) a citizen of the Republic of Ireland, or
  - (c) a citizen of the Union.
- (3) For the purposes of this section, a person is a qualifying Commonwealth citizen if the person is a Commonwealth citizen and—
- (a) is not a person who requires leave under the Immigration Act 1971 to enter or remain in the United Kingdom, or
  - (b) is a person who requires such leave but for the time being has (or is, by virtue of any enactment, to be treated as having) indefinite leave to remain within the meaning of that Act.
- (4) But a person who does not require leave to enter or remain in the United Kingdom by virtue only of section 8 of the Immigration Act 1971 (exceptions to requirement for leave in special cases) is not a qualifying Commonwealth citizen by virtue of subsection (3)(a).
- (5) In this section the expression “citizen of the Union” is to be construed in accordance with Article 20(1) of the Treaty on the Functioning of the European Union.

**Office of the Police and Crime Commissioner for Hampshire**

**ROLE PROFILE**

<b>Job Title</b>	Deputy Police & Crime Commissioner (DPCC)
<b>Job Grade</b>	Not applicable (SPOT)
<b>Reporting to</b>	Police & Crime Commissioner (PCC)
<b>Direct Reports</b>	Not applicable
<b>Relationships</b>	<p>Police &amp; Crime Commissioner  OPCC Executive &amp; Senior Leadership Teams  OPCC Executive Assistants  Hampshire Constabulary Chief Officer Group, as well as strategic boards &amp; panels relevant to the role profile (for example Force Performance Group and the Policing Legitimacy Board)  Police &amp; Crime Panel, including the Equality &amp; Diversity Working Group  Non-Charge Outcomes Scrutiny Panel and other similar panels  Hampshire ICS Board, various public health boards and the Trauma Informed Executive Board  Hampshire Community Safety Strategy Group &amp; all Community Safety Partnership Boards  Modern Slavery Partnership Board  Hampshire Community Safety Strategy Group and all Community Safety Partnership Boards</p>
<b>Job Purpose</b>	<p>The DPCC will support, share and deliver the vision and responsibilities of the Police &amp; Crime Commissioner through visibility to local residents and working amongst partner organisations.</p> <p>The DPCC will also support delivery of the Police &amp; Crime Plan 2021-2024 and will take the OPCC executive lead for oversight &amp; scrutiny of performance, and specifically that of Hampshire Constabulary, commissioned services, grants providers and through section 22a arrangements with Thames Valley Police.</p> <p>The DPCC will also lead on behalf of the PCC in strategic relationship management and development of Integrated Care</p>

	<p>Systems (ICS) and Community Safety Partnerships (CSPs).</p> <p>The job purpose will be subject to review and change, depending on the commitments of the Police &amp; Crime Commissioner.</p>
<p><b>Context</b></p>	<p>The Police Reform &amp; Social Responsibility Act 2011 ('the Act') provides that the Police &amp; Crime Commissioner may appoint a person as the Deputy Police &amp; Crime Commissioner for that area. An outcome of Part 1 of the PCC Review concluded that, to enhance resilience and capacity of PCCs, legislation will mandate the appointment of a Deputy PCC in all areas in England &amp; Wales.</p> <p>In the interim, PCCs should also have a formal succession plan in the event of vacancy or incapacitation. Further, PCCs should arrange for the DPCC to exercise any of their functions, except for the issuing of a Police and Crime Plan, appointing the Chief Constable, suspending the Chief Constable, calling upon the Chief Constable to retire or resign, or calculating a budget requirement under section 43 of the Local Government Finance Act 1992.</p>
<p><b>Terms and Conditions</b></p>	<p>The appointment of a DPCC is exempt from the requirement of Section 7 of the Local Government and Housing Act 1989 and, therefore, there is no requirement for the open recruitment process that would normally apply when recruiting staff to the PCC's office.</p> <p>Appointment is subject to a formal recommendation by the Police &amp; Crime Commissioner and a confirmation hearing with the Police &amp; Crime Panel.</p> <p>The DPCC will be subject of a fixed term contract until May 2024 and, although he/she need not be subject to formal vetting, the post-holder is required to sign the Official Secrets Act.</p> <p>Salary is set at 75% of that of the Police &amp; Crime Commissioner, and expenses rates are as published in OPCC policy.</p> <p>The role is not politically restricted and, as a result, the DPCC can carry out political activity on behalf of the PCC.</p> <p>Under 'the Act', the DPCC is a member of the PCC's staff and, in Hampshire, will be subject to a contract of employment which will generally reflect the terms and conditions that apply to the PCC's staff.</p>

<b>Key Responsibilities</b>	
<b>Executive leadership</b>	<p>Work with the Commissioner and within the Executive Leadership Team to develop the strategic vision</p> <p>Provide leadership that will give staff and partners a clear understanding of that vision in order to inspire and motivate, and to ensure they are focused on the agreed priorities and objectives</p> <p>Represent the Commissioner locally, regionally and nationally at an executive level, as agreed or when required</p>
<b>Police &amp; Crime Plan</b>	<p>Proactively review monthly performance dashboards and the Force Performance Profile in support of effective oversight and scrutiny, including attendance at Force Performance Group</p> <p>Work with Hampshire Constabulary's Corporate Insights Team to understand the performance challenges within policing and to promote the Commissioner's aspirations as expressed in the Police &amp; Crime Plan</p> <p>Review the performance of all grants and commissioned services in-line with the agreed reporting schedule, reporting into the Executive Leadership Team on a quarterly basis</p> <p>Support the Commissioner with the performance and review (oversight &amp; scrutiny) of all collaboration agreements, including with Thames Valley Police, as well as lead the development and review of new collaborative arrangements and proposals</p> <p>Prepare performance progress reports and presentations for the Police &amp; Crime Panel, sub-committees and working groups, as required by the Commissioner or OPCC Executive Leadership Team</p>
<b>Leadership within partnerships</b>	<p>Chair of the Modern Slavery Partnership and provide leadership, direction and resource for these OPCC activities</p> <p>Provide the Vice Chair of the Anti-social Behaviour (ASB) Task Force</p> <p>Provide the Vice Chair of the Violence Against Women &amp; Girls (VAWG) Task Force</p> <p>Working alongside the Commissioning Lead, provide OPCC executive leadership in the development of Integrated Care Systems (ICS), public health approaches and trauma informed practice, including membership of the Hampshire ICS Board,</p>

<p><b>Leadership of equality, inclusion and legitimacy</b></p>	<p>various public health boards and the Trauma Informed Executive Board</p> <p>Attend the Hampshire Community Safety Strategy Group and all Community Safety Partnership Boards across the two counties, developing and managing relationships, and improving communication and dialogue</p> <p>Attend VRU Governance Board meetings</p> <p>Coordinate OPCC activities in relation to current and future Safer Streets initiatives, ensuring objectives are met and that timely and quality assured reports are made to the Home Office</p> <p>Provide executive-level leadership within the OPCC of all matters relating to diversity, equality and inclusion, including acting as the champion of the Commissioner's commitment to the Public Sector Equality Duty</p> <p>Representing the Commissioner at the Police &amp; Crime Panel Equality &amp; Diversity Working Group</p> <p>Provide executive-level advocacy for the Prevent agenda, community cohesion and policing legitimacy, including through senior oversight at the Police Legitimacy Board on behalf of the Commissioner</p> <p>Chair the Non-Charge Outcomes Scrutiny Panel and other such panels to ensure police powers are being used effectively, legitimately and in a non-discriminatory manner</p>
<p><b>Support the Commissioner</b></p>	<p>Support the Commissioner with and undertake high-profile / high-risk casework</p> <p>Interface with the Constabulary and other partners and stakeholders to address complaints or other instances of service failure</p> <p>Attend Parish Council meetings and manage relationships in support of the Commissioner</p> <p>Attend and speak at key-note events on behalf of the Commissioner</p> <p>Accompany the Commissioner on visits to the Isle of Wight on a six weekly basis or as otherwise required</p> <p>Support the Commissioner in challenging the Chief Constable</p>

	<p>Support the Commissioner and Chief Executive in respect of all statutory obligations</p> <p>Support the writing of speeches to be delivered by the Commissioner</p>
<b>Key decision making areas in the role</b>	<p>Manage the effectiveness of all the areas under the DPCC's portfolio</p> <p>Take decisions on behalf of the Commissioner in-line with the approved Scheme of Delegation &amp; Consent</p> <p>Set the general direction for the portfolio and take an overarching role in deciding which projects are carried out and by whom</p> <p>Resolve conflicting demands on time, workload and resource to meet business requirements</p> <p>Take a proactive role in the crime, policing and partnerships world to seek out areas of interest to and/or for development through the OPCC Executive and/or Senior Leadership Teams.</p>
<b>Role Dimensions – financial (e.g. budgets) and non-financial units (e.g. workload, customers/staff)</b>	<p><b>Financial</b> The post-holder will have some financial autonomy over budget decisions, subject to the PCC's approval. This includes collaborating within the Executive and Senior Leadership Teams when additional expenditure or other resources are required above and beyond OPCC capabilities or capacity</p> <p><b>Non-financial</b> The post-holder has diverse and significant responsibilities and will work across OPCC portfolios; specialising in relationship management, the DPCC will provide an innovative, forward-thinking approach in support of deliver the Commissioner's priorities and statutory responsibilities</p>

**Corporate and statutory requirements and initiatives – including equalities/ health and safety/ e-government/ sustainability**

Maintains an awareness of organisational equalities, health, safety and wellbeing policies and procedures, and applies them in day to day activities

Ensures staff are aware of and comply with the above organisational policies and procedures

Promotes and role models an ethical approach to public service delivery in all interactions with staff members and partners.

### **Working Conditions**

There will be a need to work in the evening and/or at weekends but this can be taken as time owed in lieu at a later date or in-line with other agreed policies

Expenses can be claimed in-line with policy and the OPCC Flexible Workplace Policy applies to the post-holder.



# Cllr. Terry Robin Norton BA Degree



## Summary of Employment to Date:

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Elected Member Portsmouth City Council May 2019 - May 2023

- Cabinet Member for Children, Families and Education - Conservative Spokesperson
  - Education Advisory Board - Opposition Spokesperson
  - Education, Children & Young People Scrutiny Panel - Conservative Spokesperson
  - Planning Committee - Full Member
  - Schools Forum - Conservative Spokesperson
  - Education Advisory Board - Conservative Spokesperson
  - Farlington Marshes Management Committee - Conservative Spokesperson
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Trustee Elementary Education Foundation May 2019 - May 2022

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Subject Leader of Drama Havant Academy January 2018 - December 2018

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Teacher of Drama Crofton School September 2015 - January 2018

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House System Coordinator Hove Park School September 2013 - August 2015

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Teacher of Drama Crofton School January 2013 - August 2013

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Self Employed Teacher September 2012 - August 2019 / January 2019 - April 2022

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## **Summary of Additional Employment to Date:**

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Parliamentary Campaign Manager - Portsmouth South

Chairman - Portsmouth South Conservative Association

Deputy Chairman Political - Portsmouth North Conservative Association

Snowboarding Instructor - PGL Zell Am See

Centre Manager - The Children's University

Team Leader - KFC

## **Summary of Additional Experience to Date:**

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Patients Participation Group Member

Eastshore Partnership

Committee Member

Love Baffins Community Group

Political Candidate (Baffins Ward Councillor)

Portsmouth City Council - May 2018

Producer

Various Youth Groups