

**HAMPSHIRE AND ISLE OF WIGHT POLICE AND CRIME PANEL
07 DECEMBER 2023**

**CONFIRMATION HEARING FOR THE PROPOSED APPOINTMENT OF
THE CHIEF OF STAFF OF THE OFFICE OF THE POLICE AND
CRIME COMMISSIONER FOR HAMPSHIRE AND ISLE OF WIGHT**

1. PURPOSE OF THE REPORT

- 1.1 To provide notification of the Police and Crime Commissioner's selection of a Chief of Staff of the Office of the Police and Crime Commissioner (OPCC), and to seek ratification of this proposed appointment through a confirmation hearing by the Police and Crime Panel, as required by the Police Reform and Social Responsibility Act 2011.

2. RECOMMENDATION

- 2.1 That the Police and Crime Panel confirm the appointment of Kate Gunson as Chief of Staff of the OPCC for Hampshire and Isle of Wight.

3. INTRODUCTION

- 3.1 Under Schedule 1 Paragraph 6, the Commissioner must appoint a person to act as head of staff for the OPCC.
- 3.2 Further, under Schedule 1 Paragraph 9, the Commissioner must notify the Police and Crime Panel of this proposed appointment, as well as provide the following information:

- The name of the person the Commissioner is proposing to appoint (the 'candidate')
- The criteria used to assess the suitability of the candidate for the appointment
- Why the candidate satisfies those criteria
- The terms and conditions on which the candidate is to be appointed.

3.3 The Police and Crime Panel must review this information and make a report to the Commissioner on the proposed appointment (Schedule 1, Paragraph 11).

4. BACKGROUND

- 4.1 As the Commissioner continues to improve efficiency and effectiveness within the OPCC, the Chief Executive post within the OPCC has been replaced by that of a Chief of Staff; *Appendix A* refers.
- 4.2 The outgoing Chief Executive of the OPCC supported the Commissioner throughout the process to ensure it was legally and procedurally compliant, and that the principles of merit, fairness and openness were embedded into its design and delivery.

5. RECRUITMENT AND APPLICATION

- 5.1 Supported by Hampshire County Council Shared Services, the Chief Executive ensured the recruitment process was developed in accordance with approved human resources policy and recognised practice. The Chief Executive also performed the role of Monitoring Officer throughout the process.

5.2 The post was advertised between Thursday 26 October and Friday 10 November 2023. In addition to the corporate recruitment website ('Success Factors'), used extensively by local authority partners, the vacancy was advertised on the Office of the Police and Crime Commissioner website; the College of Policing 'Hub'; the national Association of Police and Crime Commissioners (APCC) website; and via various social media platforms, including LinkedIn.

5.3 In addition to the role profile (*Appendix B*), the recruitment information pack including details of the terms and conditions relevant to the appointment and the Commissioner's selection procedures. All candidates were given the opportunity to speak informally with the Police and Crime Commissioner during the open recruitment phase. To support an application, candidates were required to submit a current curriculum-vitae (CV), a covering letter summarising why they were right for the role, as well as evidence of their knowledge, experience and skills against the following key responsibilities:

- Leadership of people and organisations
- Strategy and resource planning
- Working in partnership
- Governance and statutory compliance.

6. SHORTLISTING AND APPOINTMENT PANEL

6.1 Seventeen applications were received. Shortlisting took place on Monday 13 November 2023, and four candidates were invited to interview.

6.2 The Commissioner convened an appointment panel on Friday 17 November 2023 and, given the significance of the role, it comprised suitably skilled and experienced senior people as follows:

- Donna Jones, Police and Crime Commissioner for Hampshire and Isle of Wight
- Gemma Gair, Assistant Chief Officer, Head of Human Resources and Organisational Development, Hampshire and Isle of Wight Constabulary
- Jason Kenny, Chief Executive and Monitoring Officer, Office of the Police and Crime Commissioner for Hampshire and Isle of Wight.

6.3 It was confirmed that no panel member had a conflict of interest that either necessitated declaration or would warrant disqualification.

6.4 Members of the appointment panel had the opportunity to ask questions of each candidate. Questions and assessment were grounded in the core competencies and values relevant to this senior appointment. Notes were taken and, at the end of the process, these were used to assess the performance and suitability of each candidate against a recognised framework and scoring criteria.

7. DECISION

7.1 Assessment by the appointment panel supports the Commissioner's selection of Kate Gunson as Chief of Staff.

8. THE CANDIDATE

8.1 The candidate is already employed by the Office of the Police and Crime Commissioner and is vetted to the required level. A member of the Senior

Leadership Team, the candidate has been the Head of Criminal Justice, Commissioning and Partnerships since August 2022.

- 8.2 The candidate is responsible for delivering key aspects of the Police and Crime Plan 2021-2024. Driving performance against the Commissioner's priorities, the candidate also holds the portfolio that supports holding the Chief Constable to account (the 'Oversight, Performance and Scrutiny Programme').
- 8.3 The candidate leads the commissioning of services for victim support, crime prevention and tackling offending, and is the OPCC's strategic lead for partnership working.
- 8.4 The candidate provides policy advice in criminal justice. Not only supporting the Commissioner's local delivery of the associated statutory functions, the candidate works across regional collaborations, as well as alongside the Home Office and Ministry of Justice to secure the additional funding that impacts local crime and policing.
- 8.5 The candidate has a long-standing career history in policing, not least managing serious and complex crime investigations and high-risk operational situations; *Appendix C* refers.
- 8.6 The candidate is a student on the national Police Executive Leadership Programme (PELP).
- 8.7 In summary, the candidate has demonstrated her ability to support the Commissioner in the ongoing development of the OPCC, as well as in depth knowledge, experience and skills in all aspects of the Chief of Staff Role Profile.

9. TERMS AND CONDITIONS OF APPOINTMENT

9.1 The proposed terms and conditions are as follows:

- Permanent contract of employment
- A full-time post, located at the OPCC, Fareham
- Salary of £97,969 per annum
- Annual leave in-line with OPCC Policy.

APPENDICES

- A Why a Chief of Staff
- B Chief of Staff Role Profile
- C Candidate's CV.

Contact for further information, if required:

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