

HAMPSHIRE AND ISLE OF WIGHT POLICE AND CRIME PANEL

Report

Date:	7 December 2023
Title:	Confirmation Hearing Process for the role of Chief of Staff of the Office of the Police and Crime Commissioner (OPCC)
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Purpose of this Report

1. The purpose of this report is to explain the process to be followed by the Hampshire and Isle of Wight Police and Crime Panel (hereafter referred to as 'the Panel') in respect of the proposed appointment of the preferred candidate to the role of Chief of Staff of the Office of the Police and Crime Commissioner (OPCC).
2. This document summarises the Confirmation Hearing protocol, which is attached as Appendix one.

Recommendations

3. That the Panel undertake the first part of the Confirmation Hearing in accordance with the steps set out in paragraph 9 and 10.
4. That the Panel note the process for the second part of the Confirmation Hearing as laid out in this report.

Powers of the Hampshire & Isle of Wight Police and Crime Panel

5. The Panel have the functions conferred by Schedule 1 Part 10 of the Police Reform and Social Responsibility Act 2011 (Scrutiny of Senior Appointments). This enables them to:
 - (i) Review the proposed appointment, by holding a Confirmation Hearing within three weeks of notification being given. A 'confirmation hearing' is a meeting of the Panel, held in public, at which the candidate is requested to appear for the purpose of answering questions relating to the appointment;
 - (ii) Make a report to the Commissioner on the proposed senior appointment;
 - (iii) Include a recommendation to the Commissioner as to whether or not the candidate should be appointed;

(iv) Publish the report to the Commissioner made under (ii).

Confirmation Hearing for the role of Chief of Staff

Prior to the Hearing

6. The Panel received formal notification from the Hampshire & Isle of Wight Police and Crime Commissioner (hereafter referred to as 'the Commissioner') of the proposed appointment to the role of Chief of Staff on 29 November 2023.
7. This appointment is a permanent appointment, and therefore it is subject to the public scrutiny that is required as part of a proposed senior appointment within the meaning of Schedule 1 of the Police Reform and Social Responsibility Act 2011.
8. In order to assist the Panel in reviewing the suitability of the preferred candidate, the Commissioner has provided the following documentation, which has been attached as Appendix two a-d:
 - Name of the preferred candidate;
 - Statement/report from the Commissioner stating why the preferred candidate meets the criteria of the role;
 - Terms and conditions of appointment

At the Hearing

9. The first part of the meeting will be conducted in public and structured as follows:
 - a. The candidate will be welcomed to the meeting.
 - b. The Commissioner will have the opportunity to make any comments on the candidate and the proposed appointment.
 - c. The candidate will have an opportunity to present to the Panel their understanding of the role.
 - d. The Panel will have the opportunity to ask questions of the candidate.
 - e. The candidate will be given opportunity to clarify any answers given during the hearing and ask questions of the Panel about the next stage of the process.
10. The Panel will ask questions of the candidate which relate to their professional competence and personal independence, the answers to which will enable the Panel to evaluate their suitability for the role.

On the Close of the Hearing

11. The Panel will hold a closed session in order to decide on its recommendations to the Commissioner regarding the appointment of the preferred candidate to the role of Chief of Staff at the end of the Confirmation Hearing session.
12. The Panel will discuss the following:
 - Whether the candidate has the professional competence to exercise the role.
 - Whether the Panel feels that the candidate has the personal independence to exercise the role.
13. Where a candidate does not meet the minimum standards in the areas set out in paragraph 10, this would suggest a significant failure in the appointments process undertaken by the Commissioner. If the Panel believes that there has been a significant failure in the appointments process, the Panel may choose to not recommend the candidate to the role of Chief of Staff.
14. Where a candidate meets the standards but there is still cause for concern about their suitability, it may be appropriate to outline those concerns in the Panel's response to the Police and Crime Commissioner.

Following the Confirmation Hearing

15. The recommendations relating to the outcomes of the Confirmation Hearing will be communicated to the Commissioner in writing by the next working day.
16. It is suggested that a period of three working days should elapse before the embargo is lifted and the recommendations of the Panel are made public. This timeframe may, however, be varied through agreement between the Chairman of the Panel and the Commissioner, in accordance with the Panel's Confirmation Hearing protocol.

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.)

Document

| Location

None