

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date Considered:	7 July 2017	Item:	4
Title:	Appointment of Chief Executive to the Police and Crime Commissioner		
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1. Executive Summary

- 1.1. Following the end of the secondment of the previous Chief Executive, the Police and Crime Commissioner has conducted a fair, open and merit based recruitment process to find a permanent replacement.
- 1.2. As set out in the Police Reform and Social Responsibility Act 2011 (Schedule 1), the role of the Police and Crime Panel is to review the proposed appointment and make a report to the Commissioner with a recommendation as to whether or not the candidate should be appointed. The purpose of this report is to assist the Panel in this process.
- 1.3. Under the PRSRA 2011, the Commissioner must notify the panel of the following information:
 - a) The name of the person whom the commissioner is proposing to appoint ("the candidate")
 - b) The criteria used to assess the suitability of the candidate for the appointment;
 - c) Why the candidate satisfies those criteria;
 - d) The terms and conditions on which the candidate is to be appointed.

2. Issues for consideration

2.1 Name of candidate

The name of the person the Commissioner is proposing to appoint to the post of Chief Executive is James Payne.

2.2 Criteria used to assess the suitability of the candidate for the appointment

The criteria used was the person specification contained within the role profile, attached as Appendix A. This is a new role profile, re-written to ensure that a permanent Chief Executive role would deliver on the Commissioner's priorities during a constantly changing and challenging landscape of policing, commissioning and the wider public sector.

2.3 Why the candidate satisfies those criteria

- 2.3.1 The Commissioner conducted a fair, open and merit based recruitment process to select a candidate who meets the criteria. The Commissioner selected a number of individuals to sit on an appointments panel to assist and advise him at different stages of the process. They were:
- Jenny Lewis, Head of HR and Workforce Planning, Hampshire Shared Service Partnership;
 - Roger Hirst, PCC for Essex;
 - Carolyn Dhanraj, Independent Member.
- 2.3.2 Carolyn Dhanraj was appointed as the Independent Member of the appointments panel to produce a report that addresses whether or not the process followed the recruitment principles of merit, fairness and openness. The report of Carolyn Dhanraj can be found as Appendix B.
- 2.3.3 Members may wish to note that, unlike Chief Constable appointments, there is no framework recruitment process and therefore no requirement for the function of an independent member to be included. It was however considered by the Commissioner to be best practice and would provide reassurance to stakeholders about the process undertaken.
- 2.3.4 Specialist recruitment HR advice was provided under existing arrangements for the OPCC.
- 2.3.5 The vacancy was advertised in the Guardian newspaper, both online and in print, in the Hampshire Chronicle and on the PCC website. Applications were open for three weeks. A copy of the advert is provided as Appendix C.
- 2.3.6 Shortlisting took place on Monday 12 June 2017 and was conducted by two of the four panel members. They assessed the written applications against the person specification in the role profile. On this basis, from the 20 applications received, four candidates were shortlisted for interview.
- 2.3.7 The candidates were assessed against the competencies listed in the person specification during a scenario exercise and formal interview on Friday 23 June 2017. In support of the final interview stage, candidates were also asked to complete an online Occupational Personality Questionnaire and a Situational Judgement assessment, the responses to which were used to aid the development of the interview questions.

2.3.8 This recruitment process gives the Commissioner confidence that James Payne meets the criteria for appointment, as set out in the person specification. Through all stages of the selection process, Mr Payne demonstrated his highly successful record of innovative and leading approaches in his field, as well as strong leadership of teams and effective partnerships with stakeholders. This was reflected in the scoring of the presentation and formal interview, in which he was the highest scoring candidate. Mr Payne's CV is attached as Appendix D.

2.4 Terms and conditions of appointment

2.4.1 Mr Payne will be appointed on the same terms and conditions as all PCC staff, and be required to adhere to the organisation's policies and procedures. A copy of the terms and conditions is attached as Appendix E.

2.4.2 The PCC salary policy states that the Chief Executive is paid on a 'spot salary' which has regard to the relative size and challenge of the role compared to the salaries of other Chief Executives in other similar sized organisations.

2.4.3 The re-written role profile was subject to a job evaluation process which took into account the above factors. The outcome was that the salary bracket for this position is £90,000-£110,000. The exact salary will be determined in negotiation between the Commissioner and the preferred candidate following receipt of the Panel's considerations.

3. Starting date

3.1 Mr Payne is an existing member of the PCC's staff, currently occupying the position of Interim Chief Executive. He will therefore be able to begin in this position with immediate effect, should the Commissioner choose to confirm the appointment following receipt of the Panel's considerations.

4. Recommendation

4.1 That the Police and Crime Panel recommend the appointment of James Payne as the new Chief Executive to the Police and Crime Commissioner.

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 – Chief Executive role profile	Attached
Appendix B – Independent Member report	Attached
Appendix C – Vacancy advert	Attached
Appendix D – CV of preferred candidate	Attached
Appendix E – Terms and conditions of appointment	Attached