

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	7 July 2017	Item:	5
Title:	Confirmation Hearing Process for the role of Chief Financial Officer		
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1. Executive Summary

- 1.1. This document explains the process to be followed by the Hampshire 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 Financial Officer.
- 1.2 This document summarises the Confirmation Hearing protocol agreed by the Panel at their 8 July 2016 meeting.

2. Powers of the Hampshire Police and Crime Panel

- 2.1. 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).

3. Confirmation Hearing for the role of Chief Financial Officer

Prior to the Hearing

- 3.1 The Panel received notification from the Hampshire Police and Crime Commissioner (hereafter referred to as 'the Commissioner') of the proposed appointment to the role of Chief Financial Officer on 26 June 2017.
- 3.2 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 2011¹.

3.3 In order to assist the Panel in reviewing the suitability of the preferred candidate, the Commissioner has provided the following documentation:

- Name of the preferred candidate;
- The criteria used to assess the suitability of the candidate for the appointment;
- Statement/report from the Commissioner stating why the preferred candidate meets criteria of role;
- Terms and conditions of appointment.

At the Hearing

3.4 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 Police and Crime 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 his/her understanding of the role.
- d. The Panel will have the opportunity for 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.

3.5 The Panel will ask questions of the candidate which relate to his/her professional competence and personal independence, the answers to which will enable the Members to evaluate their suitability for the role. Lines of enquiry will be made available to the Panel from the Chairman prior to the 7 July 2017 meeting.

On the Close of the Hearing

3.6 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 Financial Officer at the end of the Confirmation Hearing sessions held on 7 July.

3.7 The Panel will discuss the following:

- Whether the candidate has the professional competence to exercise the role as set out in the role profile.
- Whether the Panel feels that the candidate has the personal independence to exercise the role.

¹ <http://www.legislation.gov.uk/ukpga/2011/13/schedule/1/enacted>

- 3.8 Where a candidate meets the standards but there is still cause for concern about his or her suitability, it may be appropriate to outline those concerns in the Panel's response to the Police and Crime Commissioner.
- 3.9 Where a candidate does not meet the minimum standards in the areas set out in paragraph 3.7, 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 Financial Officer.

Following the Confirmation Hearing

- 3.10 The recommendations relating to the outcomes of the Confirmation Hearing will be communicated to the Commissioner in writing by the next working day.
- 3.11 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, in line with the Panel's Confirmation Hearing protocol.