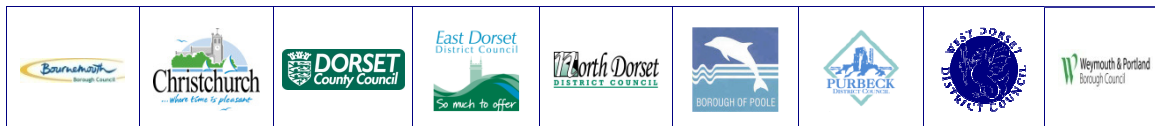


Agenda item:

Dorset Police and Crime Panel

6



Date of Meeting	4 February 2016
Officer	Chief Executive, Dorset County Council
Subject of Report	Appointment of Co-opted Independent Members
Executive Summary	<p>The Police Reform and Social Responsibility Act 2011 requires that the Police and Crime Panel must ensure the overall panel membership meets the balanced objective in terms of the necessary skills, knowledge and experience to discharge its functions effectively.</p> <p>To meet this requirement the Panel is required to appoint two independent (non-councillor) co-opted members to serve and contribute to its work.</p> <p>The terms of office of the current co-opted independent members comes to an end with the termination of the Police and Crime Commissioner's term of office in May 2016.</p> <p>The Panel therefore need to consider and agree its approach to the appointment to these two roles to ensure that they satisfy this legislative requirement.</p> <p>At a finance briefing delivered to the Panel in January, this issue was raised and the options available were briefly discussed.</p> <p>Members recognised and praised the experience and proactive contribution that the current co-opted independent members of the Panel had provided over the past four years and were eager to retain their services through an extension of their respective terms of office. The two co-opted members confirmed that they would be willing to serve for a further four year term if requested to do so.</p> <p>It was however acknowledged that a final decision could only be made at a formal meeting of the Police and Crime Panel. It was therefore agreed the two options would be presented at the next formal meeting</p>

	of Panel to enable them to arrive at a decision.
Impact Assessment:	Equalities Impact Assessment: N/A
	Use of Evidence: The Police Reform and Social Responsibility Act.
	Budget: Dependant upon the decision of the Panel, some minor additional costs may arise as a result of a formal selection and appointment process.
	Risk Assessment: Having considered the risks associated with this decision using the County Council’s approved risk management methodology, the level of risk has been identified as: Current Risk: LOW Residual Risk: LOW Other Implications: None
Recommendation	That the Panel considers and agrees its approach to the appointment of the two Co-opted Independent Members to ensure that these roles are filled to satisfy the legislative requirement.
Reason for Recommendation	To ensure that the Panel has the appropriate balance of skills, knowledge and experience and its constitution meets the legislative requirements.
Appendices	None
Background Papers	None
Report Originator and Contact	Mark Taylor Group Manager – Governance & Assurance Tel: 01305 224982 Email: m.taylor@dorsetcc.gov.uk

1. Purpose of the report

- 1.1 To outline the options for the recruitment of co-opted independent members of the Police and Crime Panel, including the possible establishment of a Selection Panel to shortlist and interview candidates.

2. Background

- 2.1. The Panel is required to appoint two independent (non-councillor) co-opted members.

- 2.2. In making these co-options, The Police Reform and Social Responsibility Act 2011 requires that the panel must ensure the overall panel membership meets the balanced objective in skills, knowledge and experience necessary to discharge its functions effectively.
- 2.3 The process for selecting independent members must be determined by each individual force area.
- 2.4 When the Police and Crime Panel was first established in 2012 a panel of three councillors, supported by Dorset County Council officers led on this process.
- 2.5 Following a rigorous selection process Mike Short (the Panels current Vice- Chairman) and Iain McVie were appointed.
- 2.6 Their current terms of office come to an end with the termination of the Police and Crime Commissioner's term of office in May 2016.

3 Options available to the Panel

3.1 There are two options available to the Panel;

- a) If both the current co-opted members wished to continue the Panel can decide to extend the terms of office of the current co-opted members. There is no obvious statutory reason why they could not be reappointed.

(Both of the current co-opted independent members have indicated that they would be willing to serve for a further term, if requested to do so.)

- b) That the panel carries out a selection process to recruit two members. The current co-opted members would be able to reapply.

If the Panel were to decide to carry out a selection process, the remainder of this report sets out what would be required to deliver against this option.

4. Recruitment timetable

4.1 If a recruitment process is chosen the timetable below is proposed:

- 4.2 As the next Panel year does not start until June appointment in April may be considered too early and a later appointment is possible. However, the recruitment process would then include the two weeks of Easter holidays and would require intensive Member involvement in either May or April, noting the local and PCC elections on 5 May.

Recommended Timescale	Activity
4 th February 2016	Panel makes a decision to instigate a formal application and selection process
Week commencing - 8 th February	Panel considers the recruitment process, advert, application pack
Week commencing - 15 th February	Advertisement issued for applicants
Week commencing - 18 th March	Closing date for applications
Week commencing - 21 March 2016	Interview Selection Panel shortlist applicants
Week commencing - 4 April 2016	Formal Interviews
During April 2016	Selection Panel identify preferred candidate appointments and notification letters are sent to the candidates
5 th May 2016	Election of the Police and Crime Commissioner
During May 2016	Induction Process - Role and responsibilities of Co-opted Independent Members
10 th June 2016	Dorset Police and Crime Panel meeting – Appointments formally ratified

5. Draft Application Pack

5.1 Material to support the recruitment process should include the following

- 1 - Advert
- 2 - Letter to potential applicants
- 3 - Background to the post

- o *summary of arrangements for police governance and accountability in England*
- 4 - Eligibility criteria
- 5 - Person specification for panel members
- 6 - Role and responsibilities of co-opted members
- 7 - Application form

6. Process

- 6.1 Dorset County Council is asked to support the process on behalf of the Panel.
- 6.2 LGA Guidance suggests that short-listing, interviewing and selection of the independent members may be delegated to a selection panel or sub-committee of the Police and Crime Panel.
- 6.3 In 2012 this was delegated to the Chairman and two other members.
- 6.4 It is proposed that the Panel considers appointing a selection panel of three Members at an early point to enable their full engagement in the process.
- 6.5 Appointments would be made on merit, with due regard to the requirements set out in Schedule 6 of the legislation.
- 6.6 Having arrived at a decision the Selection Panel would make a recommendation about the appointments to the Police and Crime Panel at its meeting in June 2016.

7. Recommendations

- 7.1 The Panel is asked to:
- a. Consider if they would wish to extend the term of the current co-opted members and, if so, ask for formal confirmation that those members are willing to continue to serve for a further term on the Panel.
- or*
- b. Proceed with an selection and appointment process;
- In which case the Panel will need to:
- o Appoint the Selection Panel to shortlist and interview candidates;
 - o Comment on the proposed selection and appointment process and the draft recruitment timetable outlined above.

Debbie Ward

Clerk to the Dorset Police and Crime Panel
February 2016