

NORTHUMBRIA POLICE AND CRIME PANEL AGENDA

Monday, 26 March 2018 at 11.45 am at the Wickham Room - Civic Centre

From the Clerk, Sheena Ramsey

| Item | Business |
|------|--|
| 1. | Apologies |
| 2. | Membership of the Northumbria Police and Crime Panel Councillor Michael Mordey has replaced Councillor Paul Watson as a representative of Sunderland City Council on the Panel. |
| 3. | Proposed Appointment of Chief Constable (Pages 3 - 16) Report of the Clerk to the Panel (attached). |
| 4. | Panel Members to ask the candidate questions in relation to their proposed appointment |
| 5. | Exclusion of the Press and Public The Panel is asked to pass a resolution to exclude the press and public from the meeting during consideration of the following item in accordance with Paragraph 1 of Schedule 12A to the Local Government Act 1972. |
| 6. | Proposed Appointment of Chief Constable (Paragraph 1) To consider and determine the content of the Panel's report and recommendations to the PCC in respect of the proposed appointment of the Chief Constable. |

Contact: Brian Wilson, Tel: 0191 4332145, E mail: brianwilson@gateshead.gov.uk

This page is intentionally left blank



PANEL MEETING ON 26 MARCH 2018

SUBJECT: CONFIRMATION HEARING FOR THE CHIEF CONSTABLE

REPORT OF THE CLERK TO THE PANEL

1. Purpose of Report

To provide information to the Panel on the process to be undertaken to hold a confirmation hearing for the post of Chief Constable of Northumbria Police.

2. Background

- 2.1 The Police and Crime Commissioner (PCC) launched a recruitment exercise for a Chief Constable of Northumbria Police and a Panel interview was held on 5 March 2018.
- 2.2 Under the Police Reform and Social Responsibility Act 2011 (the Act), the Panel must review the proposed appointment within three weeks of notification. This must include a public confirmation hearing and a report must be made to the PCC including the Panel's recommendation as to whether the candidate should be appointed.
- 2.3 The PCC can only make an appointment if a candidate fulfils the eligibility criteria and a confirmation process is satisfactorily completed.

3. Confirmation Hearing

- 3.1 The Panel's role in confirming the appointment of the Chief Constable and statutory requirements are set out in Appendix 1 to the report.
- 3.2 The procedure for the Confirmation Hearing for the appointment of the Chief Constable is outlined in Appendix 2 to the report.
- 3.3 The report in Appendix 3 provides formal notification under the Act from the PCC to the Panel that the Chief Constable's recruitment and selection process has now been completed and details the PCC's preferred candidate.
- 3.4 The report will also include background information to the recruitment process undertaken by the PCC to demonstrate that it was an open and fair process and that the preferred candidate fulfils the eligibility criteria and was selected on merit.

4. Recommendation

- 4.1 The Panel is requested to review the proposed appointment and make a report to the PCC on the proposal, including a recommendation as to whether or not the candidate should be appointed.

APPENDIX 1

THE PANEL'S ROLE IN CONFIRMING THE APPOINTMENT OF A CHIEF CONSTABLE – STATUTORY REQUIREMENTS

The legal requirements relating to the process for the Panel's scrutiny of the Police and Crime Commissioner's (PCC) proposed appointment of a Chief Constable are set out in Schedule 8 to the Police Reform and Social Responsibility Act 2011 and Part 3 of the Police and Crime Panels (Precepts and Chief Constable Appointments) Regulations 2012. Together these provide as follows:

- 1) A PCC must not appoint a person to be Chief Constable unless they are, or have been, a Constable in any part of the UK and, the end of the confirmation process has been reached.
- 2) A PCC must notify the relevant Police and Crime Panel of any proposed appointment of a Chief Constable and must also notify the relevant panel of the following information:
 - The name of the person proposed for appointment (the candidate)
 - The criteria used to assess their suitability
 - Why the candidate meets those criteria
 - The terms and conditions on which the candidate is to be appointed.
- 3) The panel must within 3 weeks of receiving notification of the proposed appointment:
 - Review the proposed appointment
 - Make a report to the PCC on the proposed appointment, which must include a recommendation as to whether or not the candidate should be appointed (unless the Panel vetoes the proposed appointment – see 5 below) and must publish its report in the way it sees fit.
 - Before making the report and recommendation or exercising any veto, the Panel must hold a Confirmation Hearing. This 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 (either by attending the meeting in person, or by participating in the proceedings at the meeting by any means that enable them to hear, and be heard in, the proceedings as they happen.

- 4) If the Panel does not veto the proposed appointment, the PCC may accept or reject its recommendation as to whether or not the candidate should be appointed and must notify the Panel of his decision.
- 5) A Panel may veto the proposed appointment of a Chief Constable if it votes to do so by a majority of at least 2/3 of the whole membership of the Panel.
- 6) If a Panel vetoes a proposed appointment, the PCC must not appoint the candidate concerned but must propose a reserve candidate and provide the Panel with the information in 2) above.
- 7) The Panel must then, within 3 weeks of receiving notification of the reserve candidate, repeat the process in 3) above. The Panel may make a recommendation as to whether or not the reserve candidate should be appointed but does not have the power to veto their appointment.
- 8) The PCC may accept or reject the Panel's recommendation and must notify the Panel of his decision.
- 9) Having notified the Panel of her decision, the PCC may then either:
 - appoint the reserve candidate; or
 - propose another person for appointment (in which case another confirmation process must take place).

APPENDIX 2

CONFIRMATION HEARING FOR APPOINTMENT OF A CHIEF CONSTABLE FOR NORTHUMBRIA - PROCEDURE

- 1 The Chair of the Panel will welcome the proposed appointee to the hearing and invite Panel Members and host authority officers present to introduce themselves.
- 2 The Chair will ask the Panel's Clerk to outline briefly the format of the hearing, which will have been sent to all Panel Members and the proposed appointee in advance. The Clerk will also confirm that the Police and Crime Commissioner (PCC) has supplied to the Panel the information required by the Police Reform and Social Responsibility Act and outline any additional information supplied.
- 3 The Chair will invite Panel Members to ask questions of the candidate.
- 4 When all Panel Members' questions have been asked, the Chair will invite the candidate, if they wish to do so, to clarify any responses they have provided to the Panel's questions and to ask any questions they have for the Panel.
- 5 The Panel's Clerk will then advise that the Confirmation Hearing has concluded and that the Panel will, having considered what it has heard, make its report and recommendations on the appointment to the PCC.
- 6 The candidate will then withdraw.
- 7 The Panel will pass a resolution to exclude the public and press from its meeting to enable it to consider its report and recommendations.
- 8 Following conclusion of the Panel's deliberations, the Clerk to the Panel, in consultation with the Panel's Chair, will draft the Panel's report and recommendations in line with the outcome of its discussions.
- 9 The Panel's report will be submitted to the PCC.
- 10 Following submission to the Commissioner, the Panel's report will be published in such manner as the Panel has determined. The Panel Secretariat will liaise with the Commissioner's Office to agree the timescale for release of information to the media and the public about the outcome of the confirmation process having regard to LGA guidance.

This page is intentionally left blank



VERA BAIRD^{QC}
POLICE & CRIME COMMISSIONER

REPORT TO THE POLICE AND CRIME PANEL

26th MARCH 2018

APPOINTMENT OF CHIEF CONSTABLE

1. Purpose of the Report

- 1.1 To notify the Police and Crime Panel (PCP), as required by the Police Reform and Social Responsibility Act (the Act), of the proposed appointment of Chief Constable and to seek confirmation of the preferred candidate, Mr Winton Keenen.

2. Background

Chief Constable Steve Ashman retired on 6 November 2017. The current campaign is the second to appoint a Chief Constable. The first campaign in September 2017 was unsuccessful in securing a successor for the Chief Constable post.

A comprehensive recruitment process has been undertaken to identify a suitable successor and this process concluded on Monday 5th March 2018.

The recruitment process has been conducted in accordance with the requirements of the Act and the College of Policing guidance for the Appointment of Chief Officers published 2012.

The key stages of the recruitment process included:

- National advert
- Personal letter from PCC to all Chief Constables and Deputy Chief Constables
- Candidate information brochure
- On line application process
- Shortlisting
- Stakeholder engagement event
- Presentation and interview

The vacancy was widely advertised to encourage a wide and diverse pool of applicants. The vacancy was advertised using a range of attraction methods and platforms:

- College of Policing website

- Police Oracle publication
- Police Professional publication
- Northumbria Police careers website
- Direct mailing to all Chief Constables and Deputy Chief Constables including a candidate information brochure

This resulted in 1 formal application (internal candidate).

3. Stakeholder Engagement

Given the Chief Constable is an important public figure and whose role has impact beyond the direct delivery of police services, the selection process was designed to provide an opportunity for a wide range of stakeholders to meet the shortlisted candidate and provide a valuable input to assist in selecting the preferred candidate. The event allowed the panel to interact with the candidate and assess their understanding of the issues and questions posed. Each group summarised their views and feedback at the end of their session.

Leaders of local authorities, Fire and Rescue and CPS across Northumbria area, community and voluntary sector leads were approached and asked to nominate suitable representation to participate in a stakeholder event. There was an encouraging response in the region of twenty representatives nominated providing a wide and diverse representation. Unfortunately due to adverse weather conditions the date of the event was changed, however there were still fifteen representatives able to make the event

Two stakeholder groups were formed, representing the public sector, and Community and Voluntary communities.

The stakeholder event took place on Monday 5th March 2018 followed by the panel interview. The groups interviewed the shortlisted candidate for up to 45 minutes, questioning him on police and community safety issues of relevance and importance to them as stakeholders. It was evident throughout the event that the groups had embraced this opportunity and all stakeholders actively participated in the sessions.

The stakeholders were given the freedom to determine their own questions reflecting the issues of importance to them, but asked to be fair and consistent to the candidate.

Following the stakeholder panel's feedback and observations on the candidate's performance was provided to the Police and Crime Commissioner for consideration.

There was a positive energy from all the stakeholders during the event and the quality of their feedback was first class. The overwhelming view from stakeholders is that they welcomed the opportunity to be involved in a significant appointment and are keen to be involved in future opportunities.

4. Criteria

The selection criterion used to assess the suitability of candidates for the role of Chief Constable is summarised below:

- Intelligent, creative and informed policing
- Resolute, compassionate and committed
- Inclusive, enabling and visionary leadership
- Working relationship with PCC
- Continued Professional Development (CPD)

This selection criterion was provided to the interview panel prior to the event and reflected in the role profile and the Northumbria Competency and Values Framework (NCVF). The framework utilises the six competencies as defined by the College of Policing to ensure that officers are demonstrating the key competencies required throughout policing.

The application form was designed to ask a number of questions relevant to the above criteria and assist the shortlisting stage of the process. A set of detailed interview questions were developed to assess the candidate in the selection process.

The application form included 5 questions where the candidate was required to evidence his suitability, skills or abilities. He was also asked to provide evidence of his CPD both personally and professionally and provide any documents in support of this evidence.

The presentation and interview was structured around a 30 minute presentation and 6 pre-agreed questions. The candidate was given the presentation topic upon arrival and allowed one hour to prepare. A detailed selection exercise was carried out and lasted approximately one and half hours.

Throughout the formal interview each panel member was free to challenge and test the candidate. All panel members kept notes and at the end of the interview the panel drew upon these notes to assist in assessing the performance of the candidate and agreed a score against each question / presentation. This was a detailed and rigorous process.

5. Why the Candidate Satisfied the Criteria

The candidate was scored at the end of the formal interview on a scale of 0 (no evidence) through to 4 (very strong) against each of the structured questions and presentation. The interview panel agreed a minimum expected score before the interviews commenced.

Mr Winton Keenen scored highly during this process and it is the consensus of the interview panel that he is a suitable candidate for the position.

He demonstrated through his application form, engagement with key stakeholders and throughout his formal interview that he has the requisite depth of operational experience coupled with the desired leadership qualities, skills and ability to lead Northumbria Police in the future.

Mr Winton Keenen has previous extensive experience over 32 years at various ranks in Northumbria Police. He has passed the National Senior Police Assessment Centre in 2014 and Strategic Firearms Command Course in April 2014. He was promoted to Deputy Chief Constable with Northumbria Police on 22 October 2015. He has been performing the role of Temporary Chief Constable with Northumbria Police since 2 October 2017.

Mr Keenen is put forward as the PCC's preferred candidate.

6. Interview Panel

The Police and Crime Commissioner was supported throughout the recruitment process by her interview panel made up of Dee Collins, Chief Constable West Yorkshire Police, Mr Nick Hall, Regional Chief Executive, Cumbria & Lancs, South Yorkshire and Northumbria Community Rehabilitation Company (Independent Member of the panel) and Mr Mike Tait, Director of Finance and ICT for Northumbria Police. HR advice for the panel was provided by Lesley Anne Knowles, Head of HR for Northumbria Police.

Collectively the interview panel has extensive experience of recruiting at an executive level.

The interview panel were fully consulted on all stages of the recruitment process from content of advert, role profile, selection criteria, stakeholder engagement and design of application and interview questions through to the actual interviews, assessment and scoring of candidates.

Home Office and College of Policing guidance requires at least one of the Interview /Appointments panel to be an independent member. A key role of the Independent member is to ensure the appointment principles of merit, fairness and openness are followed and to verify the extent to which the panel were able to fulfil their purpose (e.g. to challenge and test that the candidate meets the necessary requirements to perform the role).

Mr Nick Hall, as the Independent member of the interview panel will write separately to the Chair of the PCP confirming the fairness of the process and decision making.

7. Terms and conditions on which the candidate is to be appointed

The preferred candidate, Mr Winton Keenen will be appointed on the terms and conditions summarised in Appendix A to this report.

NORTHUMBRIA POLICE

CHIEF CONSTABLE

SUMMARY OF MAIN CONDITIONS OF SERVICE

1. POLICE REGULATIONS

The appointment of Chief Constable will be made in accordance with Police Regulations, which the Secretary of State may vary from time to time, and will be subject to confirmation of the Police and Crime Panel.

2. SALARY

The salary for the post of Chief Constable is currently £165,279 per annum (standard national set rate).

3. PERIOD OF NOTICE

3 months' written notice is required on resignation. A shorter period of notice may be accepted at the discretion of the Police and Crime Commissioner.

4. REFEREES

The appointment is subject to satisfactory reference(s).

5. VETTING

The appointment is conditional to Management (MV) and Developed Vetting (DV) in accordance with the procedure in operation within Northumbria Police.

6. BENEFITS

A vehicle is supplied for operational and business use. Private use of this vehicle is also permitted for which there will be a personal tax liability. The provision of a vehicle and the type of vehicle will be subject to periodic review.

7. NORMAL PLACE OF RESIDENCE

The post holder is expected to have their normal place of residence within the force area and be readily accessible to meet the operational needs and exigencies of the force.

Post holders on appointment who otherwise live outside the force area are expected to re-locate at the earliest opportunity.

8. RELOCATION

Removal expenses will be considered in accordance with Police Regulations.

Expenses will be considered where they fall within one of the criteria set out in Regulations and are deemed to be reasonable. All relocation expenses will be subject to approval of the Police and Crime Commissioner.

Only costs agreed in advance will be considered for reimbursement.

HMRC tax free limit for relocation expenses is currently £8,000. Any expenses incurred over and above this level will be reported through the P11D process for which the post holder may incur a personal tax liability.

9. REPLACEMENT ALLOWANCE

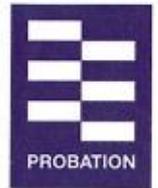
A Replacement Allowance will be payable in accordance with Police Regulations.

10. WHOLE-TIME SERVICE

The successful candidate will be required to devote his/her whole-time service to fulfilling the duties of the office of Chief Constable and shall not take up any other additional appointment without the prior written consent of the Police and Crime Commissioner

11. POLICE PENSION CONTRIBUTIONS

Police pension contributions will be deducted at the rate specified in the Police Pension regulations.



Ms Angela Douglas
Chair of Police & Crime Panel
Gateshead Council
Civic Centre, Regent Street
Gateshead
Tyne and Wear NE3 1HH

Light Box
Quorum Business Park
Benton Lane
Newcastle upon Tyne
NE12 8EU

5 March 2018
NH/JP

Dear Ms Douglas

I have participated as the Independent member of the Recruitment and Selection panel for the appointment of the Chief Constable for Northumbria Police. A key part of my role was to ensure the process complied with the principles of merit, fairness and openness.

I can confirm that this has indeed been the case and I support the Police and Crime Commissioner's decision to select Winton Keenen as her preferred candidate to put to the Police and Crime Panel for confirmation.

I was fully involved and consulted throughout the whole process, from agreeing the outline role profile, advert and selection criteria through to involvement in short-listing, preparation for and finally participating in the interview process.

At the outset I was provided with a copy of the College of Policing guidance on the recruitment and selection of chief officers and I am satisfied the Police and Crime Commissioner has followed this and acted in accordance with the spirit of this guidance.

I can confirm the Recruitment and Selection Panel were able to, and indeed did, fully challenge and test the candidate to meet the necessary requirements to perform the role of Chief Constable.

It has been my pleasure to be involved in assisting in the recruitment of the Chief Constable and would like to take this opportunity to wish everyone involved with Northumbria Police success for the future.

Should you require any further information please do not hesitate to contact me.

Yours sincerely

Nick Hall
Regional Chief Executive
Cumbria & Lancs, Northumbria and South Yorkshire CRCs

This page is intentionally left blank