



# ***NORTHUMBRIA POLICE AND CRIME PANEL AGENDA***

**Tuesday, 26 July 2022 at 1.30 pm at the Bridges Room, Gateshead Civic Centre**

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From the Clerk, Sheena Ramsey

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Item	Business
1.	<b>Appointment of Chair for this meeting</b>
2.	<b>Apologies</b>
3.	<b>Proposed Appointment of the Police and Crime Commissioner's Chief Finance Officer</b>  Report of the Clerk (attached).
4.	<b>Panel Members to ask the candidate questions in relation to their proposed appointment</b>
5.	<b>Exclusion of the Press and Public</b>  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.	<b>Proposed Appointment of the Police and Crime Commissioner's Chief Finance Officer</b>  To consider and determine the content of the Panel's report and recommendations to the Police and Crime Commissioner in respect of the proposed appointment of Chief Finance Officer.

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## **PANEL MEETING ON 26 JULY 2022**

### **SUBJECT: CONFIRMATION HEARING FOR THE POLICE AND CRIME COMMISSIONER'S CHIEF FINANCE OFFICER**

#### **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 Police and Crime Commissioner's Chief Finance Officer post.

##### **2. Background**

- 2.1 The PCC has announced her intention to appoint Kevin Laing as her Chief Finance Officer.
- 2.2 The Panel must be provided with the following information by the PCC:-
  - 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.
- 2.3 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 which the candidate is expected to attend and answer questions relating to their appointment and a report must be made to the PCC including the Panel's recommendation as to whether the candidate should be appointed.
- 2.4 In response to the Panel's report, the PCC must notify the Panel whether she will accept or reject the recommendation.

##### **3. Confirmation Hearing**

- 3.1 The procedure for the Confirmation Hearing for the appointment of the PCC's Chief Finance Officer is outlined in Appendix 1 to the report.

3.2 The report in Appendix 2 provides formal notification under the Act from the PCC to the Panel of the proposed appointment of the Chief Finance Officer.

**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 THE PCC'S CHIEF FINANCE OFFICER – 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 Finance Officer are set out in Schedule 1 to the Police Reform and Social Responsibility Act 2011 as follows:-

- 1) A PCC must notify the relevant Police and Crime Panel of any proposed appointment of a Chief Finance Officer 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.
  
- 2) 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.
  - Before making the report and recommendation, 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.
  
- 3) In response to the Panel's report, the PCC must notify the Panel whether she will accept or reject the recommendation.

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**REPORT TO THE POLICE AND CRIME PANEL** **26<sup>TH</sup> July 2022**  
**REPORT OF THE POLICE AND CRIME COMMISSIONER ON THE**  
**APPOINTMENT OF THE CHIEF FINANCE OFFICER**

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**1. Purpose**

1.1 The purpose of this report is to notify the Police and Crime Panel of the proposed appointment of Mr Kevin Laing as the Chief Finance Officer for the Police and Crime Commissioner for Northumbria and to ask that they review the proposed appointments and make a recommendation to the Commissioner about the appointment.

**2. Background**

2.1 The Police Reform and Social Responsibility Act 2011 (the Act) requires Police and Crime Panels to scrutinise senior appointments proposed by the Police and Crime Commissioner. Schedule 1, paragraph 9 (1) of the Act defines senior appointments as the Commissioner's Chief Executive, Chief Finance Officer and the Deputy Police and Crime Commissioner. These are referred to as Schedule 1 appointments.

2.2 The Commissioner must notify the Panel of the following information:

- (a) The name of the person she is proposing to appoint;
- (b) The criteria used to assess the suitability of the candidate for the appointment;
- (c) Why the candidate satisfies the criteria; and
- (d) The terms and conditions on which the candidate is to be appointed.

2.3 Schedule 1 10 of the Act requires the Panel to review the proposed appointments and make a report to the Commissioner which must include a recommendation as to whether or not the candidate should be appointed. This must be done within a period of three weeks beginning with the day on which the Panel receives the notification from the Commissioner of the proposed senior appointment(s).

2.4 Schedule 1 paragraph 11 of the Act requires the Panel to hold a confirmation hearing before making a report and recommendation under paragraph 10 to the Police and Crime Commissioner in relation to a proposed senior appointment.

2.5 Schedule 1 paragraph 12 allows the Police and Crime Commissioner the right to accept or reject the Panel's recommendation and she must notify the Panel of her decision.

### 3. **Appointment of Chief Finance Officer**

3.1 The information that I am required to provide for the panel is set out below.

#### **Name of the proposed Chief Finance Officer**

The name of the person I propose to appoint is Mr Kevin Laing.

#### **Criteria used to assess suitability**

The person specification criteria used to assess the suitability of the candidate for the appointment is as follows:

Qualifications, knowledge, and experience	<ul style="list-style-type: none"> <li>• Qualified Accountant with one of the CCAB bodies.</li> <li>• Educated to degree level or equivalent.</li> <li>• Significant years and breadth of post qualification experience</li> <li>• Significant experience of operating at an executive level</li> <li>• Specialist knowledge of current and emerging employment law and best practice issues and their impact on service provision.</li> <li>• Ability to assimilate complex information and provide concise reports generating options and recommendations corporate decision making.</li> <li>• Political awareness and credibility.</li> <li>• Excellent communicator and negotiator.</li> </ul>
Planning and organising	<ul style="list-style-type: none"> <li>• Ability to translate operational business planning into medium term financial plans.</li> <li>• Ability to translate vision and strategic aims into key operational objectives and plans.</li> <li>• Ability to lead and manage multiple complex business areas and projects simultaneously</li> </ul>
Problem solving and initiative	<ul style="list-style-type: none"> <li>• Forward thinking approach to managing competing challenges of restricted funding, corporate desire and financial reporting compliance.</li> </ul>
Management and teamwork	<ul style="list-style-type: none"> <li>• Experience of leading and motivating effective teams.</li> <li>• Successful career in financial management in large and complex organisations</li> <li>• Ability to build strong working relationships throughout organisations.</li> </ul>
Communicating and influencing	<ul style="list-style-type: none"> <li>• Evidence of ability to influence decision making in previous organisations</li> <li>• Experience in presenting financial information at Executive/Board/Member level.</li> </ul>
Other skills and behaviours	<ul style="list-style-type: none"> <li>• Experience of leading a culture of continuous financial improvement with a strong focus on provision of best financial information to meet business needs.</li> <li>• Self-motivated, passionate to succeed and ability to maintain professional ethical standards in periods of potential conflict</li> <li>• Experience of transformation programmes</li> <li>• Experience of Treasury Management</li> </ul>



## **How the candidate satisfies the criteria**

Mr Laing is the current Chief Finance Officer for Northumbria Police and has been the Head of Finance and Deputy Chief Finance Officer since February 2017. He has demonstrated his ability, skills, knowledge and attributes as follows:

Qualified Chartered Institute of Public Finance and Accountancy Accountant with a career spanning over 37 years wholly in the Public Sector. Currently holding the position within Northumbria Police of Director of Finance with responsibilities for Finance and Procurement. Holder of a Masters in Public Leadership and Management with a strong background in financial management, the alignment of business and financial planning and also the delivery of planned service improvements and efficiencies in order to meet financial targets and challenges. He has extensive experience in the provision of briefings and key information that has supported the Chief Constable and his Chief Officer Team in agreeing an overall financial strategy. He has excellent interpersonal and communication skills and a track record in effective management of individuals, teams, projects and finances. He has fully demonstrated the need to align financial understanding and financial management with the complex governance arrangements for Finance and Procurement whilst ensuring that financial advice always supports policing and business decision making. He has extensive experience of dealing with internal and external inspection processes and has demonstrated as the interim and deputy Chief Finance Officer that he possesses the required skills and attributes to successfully provide the financial management support to both myself and the Chief Constable in one combined role.

## **The terms and conditions on which the candidate is to be appointed.**

Mr Laing is employed on National Police Staff Terms and Conditions. (Appendix 1) .

## **5. Recommendations**

- (i) In accordance with the Police Reform and Social Responsibility Act 2011, Schedule 1 9 (1) the Panel is invited to review the proposed appointment of Kevin Laing as the Chief Finance Officer for the Police and Crime Commissioner for Northumbria.
- (ii) To make a recommendation to the Commissioner as to whether each candidate should be appointed in accordance with Schedule 1 10 (4) of the Act.

**Police and Crime Panel for Northumbria****Appointment of Chief Finance Officer in the  
Office of the Police and Crime Commissioner for Northumbria****Main Terms and Conditions of Employment**

Job Title:	Director of Finance for Northumbria Police
Duration of contract:	Permanent
Politically Restricted:	No
Salary:	£93,420 per annum
Hours:	37 hours per week
Holidays:	29 days
Pension:	Contributory, Local Government Pension Scheme (Tyne and Wear) (Optional)
Notice Periods:	3 months notice by either party
Pay Date and Method:	Four weekly by credit transfer to bank account
Code of Conduct:	Highest standards of behaviour in the workplace and public life as specified in Code of Conduct.
General Terms and Conditions of Service	As set out in the Northumbria Police Staff Handbook which contains all the terms and conditions of employment for members of Police Staff. It is based on the National Staff Council Handbook and amended locally in conjunction with necessary trade unions to meet the needs of Northumbria Police.