



Leicester
City Council

**MEETING OF THE LEICESTER, LEICESTERSHIRE AND RUTLAND POLICE
AND CRIME PANEL**

DATE: MONDAY, 6 MARCH 2023

TIME: 10:30 am

**PLACE: Meeting Rooms G.01 and G.02, Ground Floor, City Hall, 115
Charles Street, Leicester, LE1 1FZ**

Members of the Panel

Councillor Taylor (Chair)

Councillor Whelband (Vice-Chair)

Councillors Clair, Clarke, Cutkelvin, Graham, Harper-Davies, Loydall, March,
Mullaney, Oxley, Phillimore and Woodman

Independent Members

Ms Parisha Chavda

Ms Salma Manzoor

Members of the Panel are invited to attend the above meeting to consider the
items of business listed overleaf.

For Monitoring Officer

Officer contacts:

Anita James, Senior Democratic Support Officer,

Tel: 0116 4546358, e-mail: committees@leicester.gov.uk

Leicester City Council, 3rd Floor Granby Wing, City Hall, 115 Charles Street

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- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

Further information

If you have any queries about any of the above or the business to be discussed, please contact:

Anita James, Democratic Support on 0116 4546358. Alternatively, email committees@leicester.gov.uk, or call in at City Hall.

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151.**

PUBLIC SESSION

AGENDA

NOTE:

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1. WELCOME AND INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

Members will be asked to declare any interests they have in the business on the agenda.

4. CONFIRMATION HEARING FOR APPOINTMENT TO THE ROLE OF INTERIM CHIEF EXECUTIVE OFFICER **Appendix A**

Following notification from the Police and Crime Commissioner of his intention to appoint his preferred candidate Mr Andy Champness to the role of Interim Chief Executive Officer in accordance with Schedule 1 of the Police Reform and Social Responsibility Act 2011.

5. PRIVATE SESSION

Panel members to discuss the proposed appointment to the role of Interim Chief Executive Officer and to agree their decision and recommendations to the Police and Crime Commissioner.

To resolve that the press and public be excluded from the meeting during this item of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item there would be disclosure to them of exempt information as contained within Paragraphs 1, and 3 of Part 1 Schedule 12A to the Local Government Act 1972, being information relating to any individual or information relating to the financial or business affairs of any particular person (including the authority holding that information) and, further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

While there may be a public interest in disclosing the information namely openness in the deliberations of the Panel in determining its recommendations regarding the proposed appointment, it is felt that, on balance, this is outweighed by other factors in favour of maintaining the exemption, namely enabling full discussion regarding the merits of the proposed appointment.

6. ANY OTHER URGENT BUSINESS

Appendix A

LEICESTER, LEICESTERSHIRE AND RUTLAND

POLICE AND CRIME PANEL – 6th March 2023

REPORT OF THE CITY BARRISTER – LEICESTER CITY COUNCIL

Confirmation Hearing Process for the role of Interim Chief Executive Officer

Purpose of Report

- 1.1. This document explains the process to be followed by the Leicester, Leicestershire & Rutland Police and Crime Panel (hereafter referred to as ‘the Panel’) in respect of the proposed appointment of the preferred candidate to the role of Interim Chief Executive Officer.
- 1.2. By way of assistance, the Local Government Association have provided guidance for the process for holding confirmation hearings which can be accessed here, [police-and-crime-panels-on-confirmation-hearings.pdf](#) ([cfgs.org.uk](#))

Powers of the Leicester, Leicestershire & Rutland Police and Crime Panel

- 1.3. The Panel have the functions conferred by Schedule 1 Part 10 of the Police Reform and Social Responsibility Act 2011 [Police Reform and Social Responsibility Act 2011 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2011/26/schedule/1/part10) (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).

Confirmation Hearing for the role of Interim Chief Executive Officer

1.4 On 22nd February 2023 the Panel received formal notification from the Police and Crime Commissioner (hereafter referred to as ‘the Commissioner’) of the proposed appointment to the role of Interim Chief Executive Officer. This appointment is an interim appointment, and 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 2011. In order to assist the Panel in reviewing the suitability of the preferred candidate, the Commissioner has provided the following documentation, which has been attached as an Appendix to this report:

- Name of the preferred candidate;
- Statement/report from the Commissioner stating why the preferred candidate meets the criteria of role;
- Job description
- Candidates CV (exempt).

At the Hearing

- 1.5 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 Commissioner will have the opportunity to make any comments on the candidate and the proposed appointment.
 - c. The Panel will have the opportunity to ask questions of the Commissioner.
 - d. The candidate will have an opportunity to present to the Panel their understanding of the role.
 - e. The Panel will have the opportunity to ask questions of the candidate.
 - f. 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.
- 1.6 The Panel will ask questions of the candidate which relate to their professional competence and personal independence, the answers to which will enable the Members to evaluate their suitability for the role.

- 1.7 On the Close of the Hearing 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 Interim Chief Executive Officer.

At the end of the Confirmation Hearing session the Panel will discuss the following:

- Whether the candidate has the professional competence to exercise the role.
- Whether the Panel feels that the candidate has the personal independence to exercise the role.

Where a candidate does not meet the minimum standards in the areas set out above the Panel may choose to not recommend the candidate to the role of Interim Chief Executive. Where a candidate meets the standards but there is still cause for concern about their suitability, it may be appropriate to outline those concerns in the Panel's response to the Commissioner. Where the candidate is deemed by the Panel to meet the minimum standards the Panel will recommend approval of the proposed appointment.

- 1.8 The recommendations relating to the outcomes of the Confirmation Hearing will be communicated to the Commissioner in writing by the next working day. The Panel's democratic support officer will, in consultation with the Chair of the Panel, send a report on the proposed appointment to the Commissioner confirming the Panel's recommendation as to whether or not the candidate should be appointed. Where the Panel is recommending refusal, a summary of the principal reasons will be included. The Panel will normally publish its decision and report five working days after the Confirmation Hearing has taken place. However, the Commissioner may request to the Chair that the Panel bring forward or delay publication of the decision.
- 1.9 In response to the Panel's report, the Commissioner must notify the Panel whether they will accept or reject the Panel's recommendation. The Panel possesses no power of veto over the eventual appointment:
- Where Panel has recommended approval, they will write to the Commissioner accordingly who will respond in accordance with the statutory process.

- Where the Panel has recommended refusal and the PCC decides not to appoint, the Panel's report will normally be published alongside a statement by the PCC setting out a timetable and process to make a new appointment.
- Where the PCC continues with the appointment, they will normally make a response at the same time as the publication of the Panel's report, focusing on why they felt that the candidate did in fact meet the minimum standards for the post.

Officer to Contact:

Kamal Adatia

City Barrister & Head of Standards

Monitoring Officer

Leicester City Council

E-mail: Kamal.Adatia@leicester.gov.uk

POLICE AND CRIME COMMISSIONER FOR LEICESTERSHIRE POLICE & CRIME PANEL

PAPER MARKED

Report of	OFFICE OF THE POLICE & CRIME COMMISSIONER
Date	MONDYA 6 TH MARCH 2023
Subject	APPOINTMENT OF CHIEF EXECUTIVE OFFICER
Author	LIZZIE STARR, DIRECTOR OF GOVERNANCE AND PERFORMANCE, OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR LEICESTER, LEICESTERSHIRE AND RUTLAND

Purpose of Report

1. The purpose of this report is to enable members of the Police and Crime Panel (PCP) to consider the Police and Crime Commissioner's (PCC) proposed interim appointment of a Chief Executive.
2. In doing so, the Panel must satisfy itself that the preferred candidate selected by the PCC has the professional competence to undertake the role and has significant personal independence to be able to act operationally independent of the PCC.

Recommendation

3. The Panel is asked to review the appointment of Andy Champness as Interim Chief Executive in accordance with section 28(5) and schedule 1 paragraphs 9 to 11 of the Police Reform and Social Responsibility Act 2011.

Background

4. The previous acting Chief Executive resigned with effect from 31st January 2023.
5. The PCC must under the Police Reform and Social Responsibility Act 2011 notify the PCP of the preferred candidate for appointment as Chief Executive. Schedule 8 of the Act states that the PCC must provide the following information:
 - a) The name of the person whom the PCC is proposing to appoint;
 - b) The criteria used to assess the suitability of the candidate and how the candidate satisfies these criteria; and
 - c) The terms and conditions under which the candidate is to be appointed.
6. Also provided for the PCP's consideration are:
 - i) The Role profile and person specification;
 - ii) The criteria used for assessment;

- iii) iii) CV of the preferred candidate.

Process

7. The role profile is a key document in the appointment process. It sets out clearly the expectations and requirements of the role. This was drafted and approved by the PCC on 1st February 2023 for the recruitment of the permanent Chief Executive. It is based on the national template, and is attached at Annex A1.

Criteria used to assess the suitability of Candidate

8. The criteria used were those set out in the Person Specification section of the Job Description. An urgent replacement was required for the outgoing acting Chief Executive, and the preferred candidate was recommended by the APCC.

Candidate Proposed

9. The PCC has selected Andy Champness as his preferred candidate based on his skills and experience.
10. The PCC is confident that Mr Champness has a skill set that not only fulfils the criteria outlined by the role description but also complements his own skills and experience.
11. Key considerations for the PCC in making his selection is that Mr Champness has the following experience and competence:
12. Mr Champness is a successful public sector leader, experienced in developing effective boards, organisational structural and cultural change and effective partnerships. He has worked in regulatory, criminal justice, community safety, and local government environments, SMEs, voluntary, charity and faith sectors. He has substantial experience leading successful change programmes, both complex and simple, where value for money and stakeholder engagement is fundamental to delivery.
13. He is a qualified Barrister, Chartered Manager and FCMI and former PCC Chief Executive. He has an extensive track record of consistent achievement at senior management level within complex organisations.
14. Key Successes include improving performance of the whole criminal justice system in Gloucestershire (2007-08); transformation of policing governance (2010-12); in-sourcing victims' services (2015); hosting Youth Justice Services on behalf of 4 local authorities (2015 to present); ensuring local implementation of police complaints reform (2020); and disaggregating a local-authority trading company, in-sourcing estates services improving quality and timeliness of estates projects at reduced cost (2020-21).
15. From 2010 to 2012 he represented Police and Crime Commissioners' interests on Home Office Transition Boards and developed a reputation nationally for understanding the new legislative framework and for developing ways of

implementing governance changes. He was the first to produce a commentary on the Police Reform and Social Responsibility Bill, identifying issues for everyone concerned: government departments, outgoing police authorities, chief constables, incoming commissioners and their staff. He contributed to the draft corporate governance framework, the statutory transfer of staff between forces and PCCs, and the national commissioning guidance, which was adopted by the Ministry of Justice in developing their Victims' Services Commissioning Strategy. This involved working with union representatives, ACPO (now NPCC), Government Legal Services, ministers, and senior civil servants.

16. He was part of the executive of the Association of PCC Chief Executives (APACE) from 2009 to 2019, and Chair from 2014 to 2016.

17. Mr Champness's CV is attached in full at Annex B1.

Terms and Conditions of Appointment

18. The interim appointment will commence with immediate effect.

19. The interim role will be fulfilled through a contract for services pending the recruitment of a permanent Chief Executive. The post holder will be not eligible to enrol in the Local Government Pension Scheme.

20. Business mileage costs incurred in connection with the role will be reimbursed.

Implications

Financial	There are no financial implications, with the costs of this interim arrangement falling within the OPCC staffing budget for the substantive Chief Executive role.
Legal	The legislation enables the Commissioner to appoint a Chief Executive Officer and it is a legislative requirement that the Commissioner informs the Panel of his decision to appoint. The legal requirements are being met.
Equality Impact	The Commissioner has considered equality and diversity in this appointment.
Risks and Impact	The Panel has previously highlighted the risks associated with not bringing a Chief Executive Office before the Panel to scrutinise the appointment. This issue has been reflected in the decision made by Mr Matthews in making this decision to appoint Mr Champness.
Link to Police and Crime Plan	The Chief Executive Officer will support the Commissioner in the delivery of the whole Police and Crime Plan.

List of Appendices

Annex A1 – Job Description and Person Specification

Annex B1 – Andy Champness CV (Exempt Document)

Background Papers

Police Reform and Social Responsibility Act 2011.

Persons to Contact

Lizzie Starr, Director of Governance and Performance

Elizabeth.starr@leics.police.uk

Leicestershire Police and Crime Commissioner

Job Title: Chief Executive and Monitoring Officer

Responsible to: Police and Crime Commissioner

Job Summary

To provide leadership, strategic direction, and advice for the PCC in their statutory duties and support in ensuring strategic plans and programmes are successfully developed and delivered. In doing so the Chief Executive is responsible for ensuring the effective implementation of policy and is therefore required to provide strategic leadership in developing and planning support to the PCC in a national, regional and local context.

Key Working Relationships

- The Police & Crime Commissioner and Deputy Commissioner
- All staff and contractors of the Police & Crime Commissioner
- Chief Constable and senior officers and managers of the Force
- Local partnerships, stakeholders and voluntary and community sector
- Police and Crime Panel
- Joint Audit Committee
- The communities of Leicester, Leicestershire and Rutland
- The wider policing network of the East Midlands region
- External bodies such as the Association of Police and Crime Commissioners, APACE, Home Office, HMIC, Ministry of Justice, and other offices of Police and Crime Commissioners

Key Functional, Management and Leadership Responsibilities.

- To ensure provision of appropriate advice to the PCC.
- To lead the continued development and delivery of the OPCC activities and operations.
- To provide clear and visible leadership to the staff of the OPCC including overall responsibility for their ongoing development and training, and work directly to the PCC in relation to personal objectives and development.
- To ensure that the OPCC performs its duties and responsibilities for equalities and diversity according to relevant legislation, and to promote the commitment to equality and diversity in all that the OPCC does.
- In conjunction with the Chief Financial Officer, to ensure propriety in the conduct of the PCC's business including ensuring the implementation of an effective Corporate Governance Framework making proper arrangements for tendering procedures and the letting of contracts.
- To carry out the duties of Chief Executive appointed under Police Reform & Social Responsibility Act 2011 so as to enable and assist the OPCC to fulfil all its functions effectively and efficiently.
- To carry out the statutory duties and responsibilities of the Head of the Paid Service and the Monitoring Officer.

Strategy and Resource Planning

- To work with the Police and Crime Commissioner to enable delivery against vision, strategy and identified priorities

- To think strategically and guide the OPCC in developing a clear and effective long-term vision and strategy, together with appropriate policies.
- In conjunction with the chief finance officer(s) to lead the strategic development of the OPCC in the areas of strategic accounting, information management, the management of strategic risk, the human resource and learning and development strategies, ensuring that the OPCC is compliant with current employment legislation.
- To be the strategic lead in respect of partnership working.
- In conjunction with the chief finance officer(s), to oversee the financial planning, budgetary, resourcing and asset management aspects of the OPCC.
- To drive implementation of the OPCC corporate strategies, and of its day-to-day business, ensuring that effective governance arrangements are in place to enable the OPCC to monitor, review and improve its own performance.
- Support the OPCC in scrutinising Force performance, and supporting continuous improvement in the OPCC and in the Force.
- To prepare the OPCC for inspection by relevant audit bodies.
- In appropriate consultation with the elected PCC develop the short, medium and long term planning process for the future of the OPCC.

Commissioning and Service Delivery

- To ensure the effective and efficient engagement with both internal and external partners and stakeholders in relation to commissioning and service delivery at local, regional and national level.
- To be accountable for the performance of the OPCC in all aspects of commissioning.
- To identify and develop collaborative arrangements with public, private or voluntary sector partners to ensure more effective and efficient use of resources.
- To ensure effective engagement with the Chief Constable and all relevant Force personnel in planning and managing the OPCC business.
- To ensure that the OPCC contributes to the national consideration of issues concerning policing and reducing crime. To represent the OPCC at high level meetings with the Home Office, Her Majesty's Inspector of Constabulary, Association of Police and Crime Commissioners, Local Government Association and other outside bodies at regional and national level.

Engagement and Information

- To deliver, review and improve performance against the Information strategy in the areas of communication, consultation and engagement.
- To ensure that effective strategic needs assessments are undertaken which demonstrate the understanding of the communities served, enabling effective budget alignment and prioritisation.
- To distil and disseminate relevant information and advice to the OPCC enabling it to challenge where appropriate the Force's strategic and financial performance.
- To support the PCC by raising the profile and communicating ambition, values, strategies, achievements and views of the PCC.
- To represent and promote the interests of the OPCC by developing and maintaining effective strategic partnerships with relevant public and private sector/voluntary organisations in the local community and at national and regional associations.
- To develop and implement effective two-way community engagement with all sections of the community.

Scrutiny and Performance

- To facilitate the accurate and proportionate scrutiny of the Police Force's activities
- Contribute to the efficient and effective delivery of the Police & Crime Plan, together with any associated delivery plans.

- Develop and maintain a constructive working relationship with the Police & Crime Panel for the area.
- To develop constructive relationships and maintain effective working arrangements with various complaint bodies such as the Independent Office of Police Conduct (IOPC)) and Police and Crime Panel. To ensure effective and efficient management of complaints of the conduct of the Chief Constable and the PCC.
- To ensure that complaint reviews are effectively managed in line with current legislation.
- Ensure the effective and efficient operation of both the internal and external audit functions and any other aspects of internal control or external inspection.
- To oversee and ensure the effective and efficient management of complaints.

Person Specification

1. Extensive track record of consistent achievement at senior management level within a complex organisation.
2. Proven track record of corporate management and participation in the formulation of corporate objectives, policies and strategies within a complex multi-disciplined organisation.
3. Demonstrable and effective strategic planning expertise.
4. Experience of effective working within the democratic process and evidence of a clear understanding of the legal, financial and political workings of local government and the current social policy issues to be faced in a multicultural, rural and urban environment.
5. Successful track record of building effective and productive working relationships with elected members, a variety of communities, government bodies, partner organisations, private sector providers, public agencies, statutory authorities and other stakeholders.
6. Proven track record in the promotion and maintenance of the corporate reputation of a public organisation (or equivalent multi-disciplined organisation).
7. A record of success in people and resource management.
8. Analytical thinking and problem-solving skills. Able to analyse and present complex issues to individuals and groups; internally and externally.
9. Successful track record of establishing effective performance measures evaluating service quality and delivering significant improvements in performance.
10. Demonstrable experience of effective change management on a large and complex scale.
11. Clear understanding and track record of promoting diversity in both employment and service delivery.

Appendix A

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

