



Friday 7 October 2016

Pontefract Suite, Wakefield One

Interim Chief Executive Confirmation Hearing

**Item 5**

Emma Duckett  
Police & Crime Panel  
Officer  
01924 305310

## **1. Background**

- 1.1 The Police and Crime Commissioner has given formal notice to the Police and Crime Panel of his proposal to appoint an Interim Chief Executive and Monitoring Officer.
- 1.2 Before making such appointments the Commissioner is required to notify the Panel who must review the senior appointment. The Panel is required to hold a public Confirmation Hearing prior to making a report to the Commissioner, which includes a recommendation as to whether or not the candidate should be appointed.

## **2. Purpose**

- 2.1 The purpose of this report is to:
  - 2.1.1 Notify members of the Commissioner's proposal to appoint an Interim Chief Executive and Monitoring Officer
  - 2.1.2 Provide information regarding:
    - The name of the person the Commissioner is proposing to appoint
    - The criteria used to assess the candidate's suitability
    - Why the candidate satisfied that criteria and
    - The terms and conditions on which the candidate is to be appointed.

## **3. Information Provided**

- 3.1 The Commissioner has provided the following information in support of his proposal to appoint Susan Field to the role of Interim Chief Executive and Monitoring Officer:
  - Chief Executive role profile – Appendix A
  - The process and rationale for proposing the candidate – Appendix B

## **4. Confirmation Hearing Process**

### **The hearing**

- 4.1 The hearing is held in public and Susan Field will attend with the Commissioner to answer questions from the Panel relating to the appointment.

- 4.2 The Panel's lines of enquiry will focus on the candidate's competency to undertake the role of Interim Chief Executive and Monitoring Officer.
- 4.3 Ms Field will be provided with every opportunity to clarify the questions and to explain her own answers in full.

#### **Reaching a Decision**

- 4.4 Following the public hearing, the Panel will exclude the press and public to come to a decision on its report and recommendation.
- 4.5 The report and recommendation will be sent to the Commissioner within two working days of the Confirmation Hearing.

The report will either:

- Endorse the appointment with no further recommendations
- Endorse the appointment but include recommendations (i.e. suggestions for further professional development)
- Recommend that the Commissioner does not appoint and outline the reasons for this recommendation

#### **Publication of the Report**

- 4.6 The report will be published on the Panel's website within five working days of the Commissioner taking a decision whether or not to appoint.
- 4.7 A press release will also be disseminated to raise public awareness of the Panel's decision. The Commissioner and candidate will have the opportunity to comment on, and contribute to, any press release before it is disseminated.

#### **Response by the Commissioner**

- 4.8 The Commissioner is required to have regard to the report and then notify the Panel whether he accepts or rejects the Panel's recommendation within 3 working days.
- 4.9 The Commissioner will give reasons for his/her decision.
- 4.10 The Commissioner will notify the candidate of the decision.

#### **Publication**

- 4.11 The Panel will decide how and when to publish the report and recommendation. The standard procedure is to publish it on the Panel website. The report will be published in full.