



## Proposed Appointment of a Deputy Police & Crime Commissioner

### Summary

The purpose of this report is to enable members of the Police and Crime Panel (PCP) to consider the Police and Crime Commissioner's (PCCs) proposed appointment of a Deputy Police & Crime Commissioner (DPCC) and to report back to the Commissioner.

The report provides an overview of the appointment process that was undertaken in July to September 2021 by the Commissioner to select a preferred candidate.

### Background

The Police Reform and Social Responsibility Act 2011 ("the Act") provides, under section 18(1), that the Police and Crime Commissioner (PCC) for a police area may appoint a person as the deputy police and crime commissioner (DPCC) for that area and delegate certain functions and responsibilities to that person.

The PCC is looking for someone with leadership and with a strong sense of civic duty.

The PCC worked with HR advisers, the Appointment Panel and the interim Chief Executive Officer (CEO) to devise a recruitment process for the interim CEO post.

### The Appointment process

The post was advertised as follows:

- PCC website, Linked-in and social media;
- Via PCCs network of contacts;
- Via Local Authority Leaders;
- Via the Police & Crime Panel;
- Via Stepping Up and other diverse community contacts;
- Via ASC BME and Staff Support – external links including BPA and DPA;
- Via SIAG Chair;
- Via Victim Services/stakeholders;
- Radio interviews with the PCC;
- Press release;
- In Mark's Bristol Post & Somerset columns (5 publications).

The advert is included as part of the document bundle. The advertising campaign went live week commencing 5 July and closed at 12 noon on 10 August.

Candidates were required to submit applications via a Competency-based Self-Assessment application form. Candidates were also asked to complete an Equality Monitoring form (in compliance with the Equality Act 2010).

## **Role Profile**

The role profile defined what personal qualities, experience, qualifications, skills and competencies are required to meet the demands of the role and for effective performance. The role profile reflects the PCC's priorities and local requirements.

The seven Principles of Standards in Public life were included in the role profile as were the OPCCs Mission, Vision and Values.

## **Appointment Panel**

The Appointment Panel was convened by the PCC before any stage of the selection process took place. The panel members were as detailed:

- Mark Shelford, Police & Crime Commissioner;
- Matthew Barber, PCC for Thames Valley;
- Councillor Tom Aditya, Member of SIAG and Independent member.

## **Independent Member**

Public appointments must be made on **merit, fairness and openness** in addition to the eligibility and legal requirements of the posts. An independent member was appointed by the PCC to ensure the selection and appointment process was conducted fairly. The independent member was asked to produce an endorsement of the appointment process. The statement is attached as part of the document bundle.

## **Applicants**

The campaign attracted six candidates three male and three females.

## **Shortlisting**

The applicants were assessed against an agreed appointment criteria and scored against a rating scale. The Avon and Somerset OPCC have a policy to interview all applicants declaring a disability who meet the minimum essential criteria and consider them on their abilities (in compliance with the Equality Act 2010).

The panel undertook a blind paper-sift of all candidates and a short list was agreed. The shortlisting was conducted virtually via Teams.

Two members of the PCP observed the shortlisting process.

## **Selection**

Each element of the selection process was related to evaluating the role profile and core competencies. The Bramshill rating scale was used to score the selection process. This is a 1-7 (+3 to -3) rating scale developed by the Police College to assess candidates for the Senior Police Staff Assessment Process for Strategic Command

where a score of zero represents, “ a sound and acceptable performance. Candidates are required to score 0 or above in all areas to progress at selection stage.

There were two elements to the selection day:

1. Presentation. The brief was issued to the candidates in advance with the application pack. The candidates were asked to give a 10 minute presentation to the Appointment Panel.
2. Interview. A 45-minute interview where candidates were asked questions related to the essential experience and competencies identified for the role and their responses were evaluated against the relevant core competencies.

The Appointment Panel were asked to declare prior knowledge of any of the candidates.

One member of the PCP observed the shortlisting process.

The highest-scoring candidate at interview did not progress to the final stages of the process. The next-highest scoring candidate, Claire Hiscott, is the proposed candidate as outlined below.

### **Proposed Candidate**

The Appointment Panel agreed that Claire Hiscott displayed the appropriate levels of knowledge and skills to make her an appointable candidate.

On 13 January I wrote to Claire Hiscott to offer her the position as my Deputy Police and Crime Commissioner and to confirm if she was still interested in the post. Claire has accepted the offer and my recommendation to the Police & Crime Panel is that **Claire Hiscott** be appointed as Deputy Police & Crime Commissioner, subject to a confirmation hearing.

### **Confirmation Hearing**

Under Schedule 1, paragraph 9, of the Act, the Police and Crime Commissioner must notify the Police and Crime Panel (“the Panel”) of his/her proposed appointment to the post of ‘Deputy Police and Crime Commissioner’.

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

- The name of the person whom the commissioner is proposing to appoint.
- The criteria used to assess the suitability of the candidate for the appointment.
- Why the candidate satisfies those criteria.
- The terms and conditions on which the candidate is to be appointed.

Under paragraph 10 of Schedule 1, the Panel must review the proposed appointment and make a report to the Commissioner on the proposed appointment, including a recommendation to the Commissioner as to whether the candidate should be appointed, within a period of three weeks beginning with the day on which the Panel receives notification from the Commissioner of the proposed appointment. The confirmation hearing is scheduled for 18 February 2022.

This information is set out in this report, to assist the PCP in considering the proposed appointment.

Fare Thee Well

A handwritten signature in black ink, appearing to read 'Mark', with a long horizontal flourish extending to the left.

**Mark Shelford**

Police and Crime Commissioner for Avon and Somerset