

**WEST MIDLANDS POLICE  
AND CRIME  
COMMISSIONER**

NON-CONFIDENTIAL

**NOTICE OF DECISION**

**[015 2016]**

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**Establishment of and appointments to the Strategic Policing and Crime Board, deletion of the post of Deputy Police and Crime Commissioner, and appointment of Mental Health Champion.**

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**EXECUTIVE SUMMARY**

To approve arrangements for the establishment of a Strategic Policing and Crime Board with effect from 1 June 2016 and the process for the selection and appointment of members of the Board, and to delete the post of Deputy Police and Crime Commissioner.

**DECISION**

1. That a Strategic Policing and Crime Board be established with effect from 1 June 2016 with the role profiles and terms of reference set out in this paper.
2. That the process for the selection and appointment of members of the Board be approved as meeting the principles of obtaining value for money as required by the Rules for Contacts and Financial Regulations.
3. That a Mental Health Champion be appointed to support the work of the Commissioner.
4. That the post of Deputy Police and Crime Commissioner be deleted from the establishment of the Office of the Police and Crime Commissioner West Midlands.

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**West Midlands Police and Crime Commissioner**

I confirm that I do not have any disclosable pecuniary interests in this decision and take the decision in compliance with the Code of Conduct for the Office of the Police and Crime Commissioner West Midlands.

Signature... 

Date... 12 May 2016.

## **NON - CONFIDENTIAL FACTS AND ADVICE TO THE POLICE AND CRIME COMMISSIONER**

### **INTRODUCTION AND BACKGROUND**

1. The purpose of the proposed Strategic Policing and Crime Board is to ensure that the Commissioner is able to effectively engage and represent all areas of the West Midlands and to support the Commissioner in his role of ensuring an efficient and effective police service for the West Midlands through the setting of the strategic direction for the Force and holding the Chief Constable to account for the exercise of his functions.
2. The proposal is to establish a Board with 9 members, including the Commissioner, two Assistant Crime Commissioners (APCCs), and 6 Non-Executive Board members.
3. The role of Deputy Police and Crime Commissioner will not form part of the Strategic Policing and Crime Board, and will be deleted from the establishment of the Office of the Police and Crime Commissioner West Midlands.
4. Appointments of the Assistant Police and Crime Commissioners and the Non-Executive Board members will be on the basis of an open application process and appointments will be made on the basis of the criteria set out in this paper.
5. The APCCs will have some functions delegated to them and will have particular roles to engage with the local policing and crime boards and other geographical links.
6. The six Non-Executive Board members will be full members of the Board and will be expected to provide an independent element of challenge. Three of the Non-Executive Board members will also be expected to form part of the membership of the Joint Audit Committee as required under the statutory Financial Code of Practice.
7. It is expected that the Board will meet regularly on a monthly basis. The Board will meet in public and in addition would welcome an observer from the Police and Crime Panel to attend all of its meetings. In addition there will be informal meetings of the Board, normally held on a monthly basis.
  8. In addition to the Strategic Policing and Crime Board, a Mental Health Champion will be appointed to support the work of the Commissioner and his staff. The role of the Mental Health Champion shall be to:
    - Provide advice to the Police and Crime Commissioner and members of the Strategic Policing and Crime Board on mental health within the context of West Midlands Police and its partner organisations
    - Act on behalf of the Commissioner to raise the profile of mental health and to influence policy development
    - Work at a senior level within the police and partner organisations to negotiate and influence development of initiatives to help people with mental health problems
    - Produce reports for the Commissioner on a quarterly basis throughout the year highlighting successes, areas for further development and your recommendations for

future actions.

- Attend meetings of the Strategic Policing and Crime Board or other relevant meetings when required in order to report on progress and discuss mental health matters.
9. In consideration of the Mental Health Champion providing the Services the Commissioner will pay the Mental Health Champion a fee of £3030 per annum (plus VAT if appropriate).

## **ROLE OF BOARD MEMBERS**

10. The proposed role profiles are attached as Appendix 1.

## **APPOINTMENT AND SELECTION PROCESS**

11. The proposed appointments will be made following an open application process. The selection process will be based upon the principles set out in the Code of Practice published by the Commissioner for Public Appointments which relate to ministerial appointments to public bodies. The three basic principles are that appointments be made on merit by an objective, fair and open selection process.

12. The closing date for applications is 12 noon on Friday 20 May 2016 for Assistant Police and Crime Commissioners, and 12 noon on Monday 23 May 2016 for Non-Executive Board Members. Interviews are planned for 26 May (Assistant Police and Crime Commissioners) and 31 May 2016 (Non-Executive Board Members). Newly appointed Assistant Police and Crime Commissioners will sit on the Selection Panel for Non-Executive Board Member interviews on 31 May.
13. Selection of the short list and Assistant Police and Crime Commissioner appointments will be made by the Commissioner, supported by the Chief Executive. The selection panel for the Non-Executive Board members will consist of the Commissioner and the two newly appointed Assistant Police and Crime Commissioners.

## **PROPOSED TERMS OF APPOINTMENT**

14. Persons appointed to the Board will not be members of the Commissioner's staff nor will they be employees. They will be engaged on a contract for services with detailed terms and conditions which will secure the proper performance of their role in the public interest. Appointees will not be politically restricted. A detailed list of proposed terms of appointment is set out in Appendix 2.
15. APCCs and Non-Executive Board Members will be engaged on a 12 month contract, renewable annually. The contract for services will be liable for termination by the Commissioner at any time with immediate effect without any further payment other than outstanding fees. The contract for services will include a requirement for regular reviews of performance under the contract.
16. The fee for these posts will be:
- Assistant Police and Crime Commissioners will be paid a daily rate set according to the skills and experience of the candidate, and likely to be equivalent to approximately £30k per annum.

- Non-Executive Board Members will be paid at the rate of £7,500 per annum.

17. The time commitment expected of APCCs will be between 16 and 37 hours per week, and in the case of Non-Executive Board members an average of 2 to 3 days per month. Attendance at required meetings and events will be monitored and failure to attend meetings without good reason may lead to deduction from fees or termination of the contract.

18. The services provided under contract will require attendance at Board meetings and as required at meetings representing the Commissioner including external bodies such as the Local Policing and Crime Boards in each local authority area.

## **SELECTION CRITERIA**

19. All applicants will be required to demonstrate that they meet the following selection criteria for appointment to Board membership:

- A commitment to the manifesto commitments of the Commissioner
- Experience in governance of a public body and governing board membership (essential)
- Experience in governance in a policing body (desirable)
- Skill in public engagement and consultation
- Skill in questioning, probing and holding to account
- Skill in strategic management of budgets
- Communication skills
- Knowledge of the current issues affecting policing and community safety
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## **STRATEGIC POLICING AND CRIME BOARD – TERMS OF REFERENCE**

20. The Board will work as a team under the leadership and direction of the Commissioner.

21. The principal terms of reference for the Board are to:

- maintain an overview of the implementation of the Commissioner's manifesto in order to ensure consistency in approach but having regard to the differing needs in the West Midlands
- assist the Commissioner to monitor the implementation and achievement of the Police and Crime Plan and support the Commissioner in any work required to vary the Plan during his term of office
- scrutinise, support and challenge the overall performance of the force including against the priorities agreed within the Plan
- advise the Commissioner in exercising his functions in setting the budget and precept.
- ensure the effective working of arrangements for consulting with and engaging local residents, communities and victims of crime
- ensure effective working with local authorities and other partners and advise the Commissioner on their effectiveness in achieving the outcomes from his award of crime

and disorder reduction grants.

- advise and support the Commissioner in his decision making role and in holding the Chief Constable to account
- support the Commissioner more generally in the fulfilment of his statutory duties, to include equalities and human rights obligations.

## **FINANCIAL IMPLICATIONS**

22. The full year costs of appointments including recruitment, fees and expenses is likely to be in the region of £150,000, and can be met from within the budget of the Office of the Police and Crime Commissioner.

## **LEGAL IMPLICATIONS**

23. The Commissioner has power under paragraph 14 of Schedule 1 to the Police Reform and Social Responsibility Act 2011 (the Act) to do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of the PCC. This includes entering into contracts.

24. The proposed appointments are to be contracts for the provision of services by the persons appointed. The proposed terms set out in Appendix 2 will be incorporated into a legally binding contract for services.

25. The Commissioner may delegate to individual Board members under Section 18 of the Act which provides that a Commissioner may arrange for any person to exercise any function of the Commissioner. Decisions will not be delegated to the Board itself.

## **EQUALITY IMPLICATIONS**

26. Appointments will be made in accordance with the Commissioner's Equality Policy.

## **Schedule of Background Papers**

Nil

## **Public Access to Information**

Information contained in this decision is subject to the Freedom of Information Act 2000 and other legislation. This decision will be made available on the Commissioner's website.