

GREATER MANCHESTER POLICE AND CRIME PANEL

INDEPENDENT MEMBERS RECRUITMENT PACK

If you could take on a key role tackling local policing and community safety issues, and making a real difference to your community, you may be the right person to serve as an independent, co-opted member on the Greater Manchester Police and Crime Panel.

Contents

- 1) What is a Police and Crime Panel?
- 2) What do Police and Crime Panels do?
- 3) Does the Greater Manchester Police and Crime Panel deal with Fire and Rescue issues?
- 4) How do Police and Crime Panels work?
- 5) What is an independent member?
- 6) Why be an independent member?
- 7) What will I be expected to do?
- 8) Are there any rules about conduct or standards?
- 9) How much time is involved?
- 10) Will I receive any payment?
- 11) How long will I be a member?
- 12) What qualities do I need?
- 13) Who can be an independent member?
- 14) How do I apply?
- 15) What happens next?
- 16) How can I find out more?
- 17) Can I get any feedback on my application?
- 18) Other useful information

Appendix 1: Role profile

1. What is a Police and Crime Panel?

Police and Crime Panels (PCPs) were introduced under the Police Reform and Social Responsibility Act 2011 to provide a 'check and balance' to the directly elected Police and Crime Commissioner (PCC). They scrutinise the actions and decisions of the PCC, and support and challenge PCCs in the exercise of their functions. In Greater Manchester the PCC's functions are part of the Greater Manchester Mayor's portfolio. The Mayor has delegated these functions to the Greater Manchester Deputy Mayor for Policing and Crime (except those which they are required by law to exercise personally).

2. What do Police and Crime Panels do?

The statutory responsibilities of the Panel are to:

- Review the draft Police and Crime Plan or variations, and make reports or recommendations to the Mayor
- Review the Deputy Mayor's Annual Report and make reports or recommendations to the Deputy Mayor
- Review and scrutinise decisions made, or actions taken, by the Mayor and Deputy Mayor, and make reports or recommendations in respect of them
- Review the police and crime component of the Greater Manchester Mayor's precept
- Review the Greater Manchester Mayor's proposed appointment of the Chief Constable and Deputy Mayor for Policing and Crime for Greater Manchester

In Greater Manchester, it is also our ambition that the Panel will take a strong role in supporting the Deputy Mayor to determine strategic priorities, and to ensure that future plans reflect and support local and partner priorities.

Whilst the Mayor and Deputy Mayor must respond to the Panel's reports and recommendations, they will not be bound to accept them.

3. Does the Greater Manchester Police and Crime Panel deal with fire and rescue issues?

Nationally, some Police and Crime Panels have become Police, Fire and Crime Panels. In Greater Manchester we are currently exploring this as a possibility,

which would then include scrutinising the decisions and actions taken in respect of fire and rescue issues.

4. How do Police and Crime Panels work?

The Panel meets at least three times a year to carry out their main responsibilities and scrutinise the Deputy Mayor about all aspects of their activities. These meetings are held in public.

In addition the Panel operates a Steering Group, which looks in detail at particular issues, and this meets four times a year. Independent, co-opted members will be invited to become a member of the Steering Group too.

5. Who sits on the Police and Crime Panel?

The Greater Manchester Police and Crime Panel has 12 members. Ten are elected members (one from each district's local council), and two are independent, co-opted members.

The Panel is currently recruiting for the independent co-opted members, following the successful completion of the previous members' terms. We are looking for local people with experience and knowledge of policing, criminal justice, and/or community safety issues, who can bring their expertise to benefit the Panel.

Co-opted members will be treated equally to the elected members on the Police and Crime Panel and therefore have the same responsibilities and duties, including full voting rights, and access to the same level of support and information.

6. Why be an independent co-opted member of the Police and Crime Panel?

Members of the Panel play a key role in helping to keep local communities safe by supporting and scrutinising the work of the Greater Manchester Mayor and Deputy Mayor in respect of their policing and crime duties.

It is an important and challenging role which offers the chance to review the key strategic actions and decisions taken by the Mayor and Deputy Mayor, including whether they have achieved the objectives set out in their Police and Crime Plan

and Annual Report, considered the priorities of community safety partners, and consulted appropriately with the public.

7. What will I be expected to do?

You will be expected to attend and participate in all meetings of the Panel and any of its sub-committees that you may be assigned to. Further details of the roles and responsibilities of independent, co-opted members can be found at Appendix 1.

8. Are there any rules about conduct or standards?

At all times, Panel members must maintain the highest standards of conduct and ethics. You will be expected to abide by the same rules as local councillors. For example, when carrying out Police and Crime Panel work you must not:

- use your position improperly to advantage yourself, your own organisation or community
- disclose confidential information

If appointed, you will also be required to give details of any pecuniary interests and such other interests required by the Code of Conduct for Members adopted by Salford City Council, in a register which is open to the public.

These rules are set out in Rules of Procedure which are agreed by the Panel themselves at the first meeting of every municipal year. These will be consistent with the standards for local councillors. If you are found to be in breach of the rules, you may be suspended or removed from the Panel.

9. How much time is involved?

The typical commitment required from a Panel member is expected to average one day a month, including preparation time.

All Panel members will receive introductory information and other appropriate training to support them in their role.

10. Will I receive any payment?

Independent, co-opted members of the Panel will receive an annual allowance of £930. You will also be able to claim for the costs of travel and other expenses involved in carrying out Panel work.

11. How long will I be a member?

Initially, independent, co-opted members will be appointed for a term of three years. Legislation states that independent, co-opted members are able to serve on the Panel for a maximum of two terms.

12. What qualities do I need?

We are looking for people with a wide range of knowledge, skills and experience, particularly within the criminal justice system and of community safety issues across Greater Manchester. The knowledge, skills and experience required are set out in Appendix 1.

13. Who can be an independent co-opted member?

You must be at least 18 years old.

There are some rules about who cannot be an independent, co-opted member of the Panel, specifically:

- a) The Mayor
- b) The Leaders/City Mayor of the 10 Local Authorities in the area (Greater Manchester)
- c) A Member of the Combined Authority/10 Local Authorities for the area or substitute Members acting in their place
- d) The Police and Crime Commissioner for the area
- e) A member of staff of the Police and Crime Commissioner for the area
- f) A member of the civilian staff of the Police Force for the area
- g) A Member of Parliament
- h) A Member of the National Assembly for Wales
- i) A Member of the Scottish Parliament

- j) A Member of the European Parliament

14. How do I apply?

Please request an application form by emailing Steve Annette: steve.annette@greatermanchester-ca.gov.uk

On the application form you will need to explain why you wish to become an independent, co-opted member, what you would bring to the Panel, and your relevant skills and experience.

You must then email your completed application back to Steve Annette. Applications must be received by 5pm on Wednesday 12th September.

15. What happens next?

The Police and Crime Panel has appointed a selection panel to consider all applications. Its job will be to shortlist, interview and agree candidates to recommend to the Police and Crime Panel.

Shortlisting will take place on Wednesday 19th September and interviews will take place on Thursday 4th October. Formal appointments will be made by the end of October once the Police and Crime Panel has considered the recommendations of the selection panel.

Successful candidates will be invited to join the Police and Crime Panel from the first available meeting after that date.

16. How can I find out more?

If you have any questions, would like further information, or you wish to discuss this role informally please contact Jeanette Staley via email: jeanette.staley@salford.gov.uk or call 07967 672 659.

17. Can I get any feedback on my application?

The selection panel will offer feedback to any applicant who is shortlisted for interview but unsuccessful in the appointment.

18. Other useful information:

You can find out more information on the following websites:

Greater Manchester Combined Authority web pages – for more information on the work of the Greater Manchester Police and Crime Panel, including previous meeting papers:

https://www.greatermanchester-ca.gov.uk/info/20006/safe_and_strong_communities

Home Office web pages - for more information about role of Police and Crime Commissioners, and Police and Crime Panels:

<https://www.gov.uk/government/collections/police-and-crime-commissioners-publications#guidance-on-police-and-crime-panels>

LGA web pages for more information about the role of Police and Crime Commissioners, and Police and Crime Panels:

<https://www.local.gov.uk/police-and-crime-panels-1>

APPENDIX 1

Greater Manchester Police and Crime Panel: Roles, responsibilities, knowledge, experience, skills, personal qualities and behaviour requirements of independent, co-opted members

The following sets out the roles and responsibilities of the Greater Manchester Police and Crime Panel independent co-opted members.

Attendance at meetings

- Co-opted members will attend all meetings of the Greater Manchester Police and Crime Panel and the Greater Manchester Police and Crime Steering Group (around four per year of each).
- Co-opted members will attend regular informal meetings with the Greater Manchester Lead Leader and Lead Chief Executive for Police and Crime as well as the Greater Manchester Deputy Mayor for Policing and Crime and relevant senior officers from GMCA (around four per year).
- Co-opted members will attend meetings as required in relation to work programme areas of the Greater Manchester Police and Crime Plan work plan.
- As a guide it is anticipated that the total time commitment required from co-opted members will be around one day a month (around 10–12 days per year).

Role and responsibilities in relation to the Police and Crime Panel

- Co-opted members will be treated equally to the elected members on the Police and Crime Panel and therefore have the same responsibilities and duties, including full voting rights, and access to the same level of support and information.
- Co-opted members along with all other members of the Panel will carry out all statutory and locally determined requirements of a Police and Crime Panel. This includes:
 - reviewing, with the ability to veto, the Greater Manchester Mayor's proposed precept;
 - reviewing the Mayor's draft police and crime plan;
 - scrutinising the Deputy Mayor's annual report;
 - reviewing and scrutinising decisions made by the Mayor and Deputy Mayor for Policing and Crime;

- holding confirmatory hearings to review the proposed appointment of the Chief Constable and the Deputy Mayor; and
 - fulfilling functions relating to complaints against the Deputy Mayor for Policing and Crime.
- Co-opted members will bring any specialist knowledge, skills, experience and expertise they may have to the scrutiny work of the Panel.
- Co-opted members will ensure that there is an effective independent challenge to the Mayor and Deputy Mayor, and that this challenge is constructive to support the Mayor and Deputy Mayor in carrying out their role.
- Co-opted members will act as a non-party political voice for those who live and/or work in Greater Manchester.
- Co-opted members will abide by the arrangements and rules of procedure which set out how the Police and Crime Panel will operate in Greater Manchester.
- Co-opted members will contribute to achieving an open, accountable and transparent decision-making process in relation to policing and community safety issues in Greater Manchester.
- Co-opted members will maintain good working relationships with members of the Greater Manchester Police and Crime Panel, the Mayor, Deputy Mayor's relevant staff, and other partner organisations who the Panel may call on for assistance.

Roles and responsibilities in relation to the Police and Crime Steering Group

- Co-opted members will be treated equally to the elected members on the Police and Crime Steering Group and therefore have the same responsibilities and duties, including full voting rights, and access to the same level of support and information.
- Co-opted members will support the Greater Manchester Police and Crime Steering Group in the delivery of its primary objective of setting and implementing the overall strategic direction and focus for the Greater Manchester police and crime agenda.
- Co-opted members will bring any specialist knowledge, skills, experience and expertise they may have to support work of the Steering Group.
- Co-opted members will ensure that there is an effective independent challenge and support to the work of the Steering Group.
- Co-opted members will play an active role in the development of an annual Greater Manchester Police and Crime work plan.

- Co-opted members will play an active role in the development of specific (chosen by the co-opted members) work programme areas of the Greater Manchester Police and Crime work plan.
- Co-opted members will assist in the preparation of reports and the formulation of recommendations specifically in relation to the work programme areas of the Greater Manchester Police and Crime Plan that the co-opted members are actively involved in.
- Co-opted members will keep abreast of the key issues in relation to the responsibilities of the Mayor and Deputy Mayor for Policing and Crime and the priorities within the Greater Manchester Police and Crime plan and work plan.
- Co-opted members will maintain good working relationships with members of the Greater Manchester Police and Crime Steering Group, the Greater Manchester Lead Leader and Lead Chief Executive for Police and Crime, and other partner organisations who the Steering Group may call on for assistance.

Knowledge and experience required:

- Knowledge and experience of working in the policing, community safety or wider criminal justice field.
- Candidates should have expertise or experience in a relevant organisation or discipline, this might include a voluntary and community organisation that delivers services relating to community safety matters.
- Experience working in a partnership and/or political environment.

Skills required:

- The ability to think strategically, to take an overarching view and to see issues from a wider perspective.
- Ability to apply these skills to influence the development of the Police and Crime Plan and to influence commissioning strategies.
- Proven judgment, including in a political and partnership environment. Takes a balanced, open and objective approach.
- Open to change. Ability to challenge in a constructive way, to recognise and respond to the need for change, identifying options for development of ideas and organisations.
- Ability to scrutinise and challenge, exercising effective oversight of all aspects of the Panel's responsibilities.

- The ability to interpret and analyse complex information and to identify relevant
- issues.
- Effective communication, including the ability to engage with and influence senior politicians and officers from a wide range of police, local government and partner organisations.

Personal qualities and behaviours required:

- Proven team working.
- Self-motivation, drive and enthusiasm, proactively developing knowledge and understanding of the full range of the Panel's responsibilities.
- The capacity to treat all people fairly and with respect, valuing diversity and responding sensitively to individuals.
- Integrity; embracing high standards of conduct and ethics.
- Leads by example, establishing clear goals and building support and commitment from others, including wider partners.
- Remains calm and confident in difficult situations.