



OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

ORIGINATOR: Chief Executive

DECISION NO. 5/2012

REASON FOR SUBMISSION: For Decision

SUBMITTED TO: Police and Crime Commissioner

SUBJECT: Appointment of statutory officers and transfer of Norfolk Police Authority staff to Office of the Police and Crime Commissioner for Norfolk.

SUMMARY:

1. The purpose of the report is to consider, for the avoidance of any doubt, the transfer of staff roles from the Norfolk Police Authority Staff Team to the Office of the Police and Crime Commissioner for Norfolk with effect from 22 November 2012.

RECOMMENDATION:

It is recommended that:

1. For the avoidance of doubt Christopher Harding is appointed as the Police and Crime Commissioner's Chief Executive (and Monitoring Officer) with effect from 22 November 2012. His formal title will be Head of Staff.
2. For the avoidance of doubt Bob Summers is appointed as the Police and Crime Commissioner's Chief Finance Officer with effect from 22 November 2012.
3. For the avoidance of doubt the members of staff identified in Appendix A are appointed in to the roles from which they transferred from the Norfolk Police Authority to the Police and Crime Commissioner.

OUTCOME/APPROVAL BY: PCC

The recommendations are approved.

Signature

A.W. Bell

Date 29/11/12

DETAIL OF THE SUBMISSION

1. INTRODUCTION

- 1.1 Under Schedule 1 to the Police Reform and Social Responsibility Act 2011 (the Act) a police and crime commissioner (PCC) must appoint a person to be the head of the Commissioner's staff (and referred to as the Chief Executive). Further a PCC must also appoint a person to be responsible for the proper administration of the PCC's financial affairs (and referred to as the PCC's Chief Finance Officer).
- 1.2 A PCC may appoint such other staff as the PCC thinks appropriate to enable the PCC to exercise the functions of the PCC.
- 1.3 Under Schedule 15 to the Act those members of staff from the Norfolk Police Authority Staff Team transferred on 22 November 2012 to the Office of the PCC for Norfolk such that their contracts of employment with the Police Authority have effect as if made between the members of staff and the PCC for Norfolk. The members of staff who transferred in this way are set out in the structure chart attached at Appendix A and which replicates their roles from the Norfolk Police Authority.
- 1.4 The effect of this transfer is that the Chief Executive of the Police Authority became the designated Chief Executive to the PCC for Norfolk, the Treasurer of the Police Authority became the Chief Finance Officer to the PCC for Norfolk and the remaining members of staff transferred in the roles as set out in Appendix A.
- 1.5 It should be noted too that the Chief Executive of the Police Authority also discharged the role of Monitoring Officer. This Monitoring Officer role also transferred with him to his role as Chief Executive to the PCC for Norfolk. The title by which the relevant officer will be known as Norfolk is "Head of Staff". This has been changed to reflect the new relationship as head of the paid staff in the Office of the Police and Crime Commissioner (OPCCN) but in all other respects carries with it the statutory and other authority (delegated or otherwise), of the statutory designation of Chief Executive.
- 1.6 Under the Police Reform and Social Responsibility Act 2011 (Commencement No. 7 and Transitional Provisions and Commencement No. 3 and Transitional Provisions (Amendment)) Order 2012, transitory provisions in relation to the appointment of a PCC's chief executive and chief finance officer were introduced. They apply on the first occasion when a PCC appoints a chief executive and a chief finance officer to the effect that paragraphs 9 to 12 of Schedule 1 to the Act and relating to the scrutiny of senior appointments by the Police and Crime Panel do not apply. Accordingly the provisions requiring, amongst other things, a confirmation hearing, do not apply where the PCC appoints a Chief Executive and a Chief Finance Officer, if immediately before the PCC came into being on 22 November 2012, these officers held the equivalent positions with the police authority.
- 1.7 Whilst the staff of the Police Authority transferred to the Office of the PCC on 22 November 2012 in the roles set out at Appendix A, it is now proposed, for the avoidance of doubt that the PCC for Norfolk formally agrees and confirms the members of staff set out at Appendix A in their roles.

2. FINANCIAL IMPLICATIONS

- 2.1 There are no financial implications arising from making a formal decision to confirm staff within their roles as suggested above.

3. OTHER IMPLICATIONS AND RISKS

3.1 There are no other implications and risks associated with the proposal.


PUBLIC ACCESS TO INFORMATION: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the Police and Crime Commissioner's website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	No – the author is a Solicitor
Has the PCC's Chief Finance Officer been consulted?	Yes
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Yes – there are no such implications.
Have human resource implications been considered?	Yes – there are no such implications
Is the recommendation consistent with the objectives in the Police and Crime Plan?	N/A
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Yes – all those subject of the recommendations have been consulted.
Has communications advice been sought on areas of likely media interest and how they might be managed?	Assessed as very unlikely
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	Yes

APPROVAL TO SUBMIT TO THE DECISION-MAKER (this approval is required only for submissions to the PCC).

Chief Executive

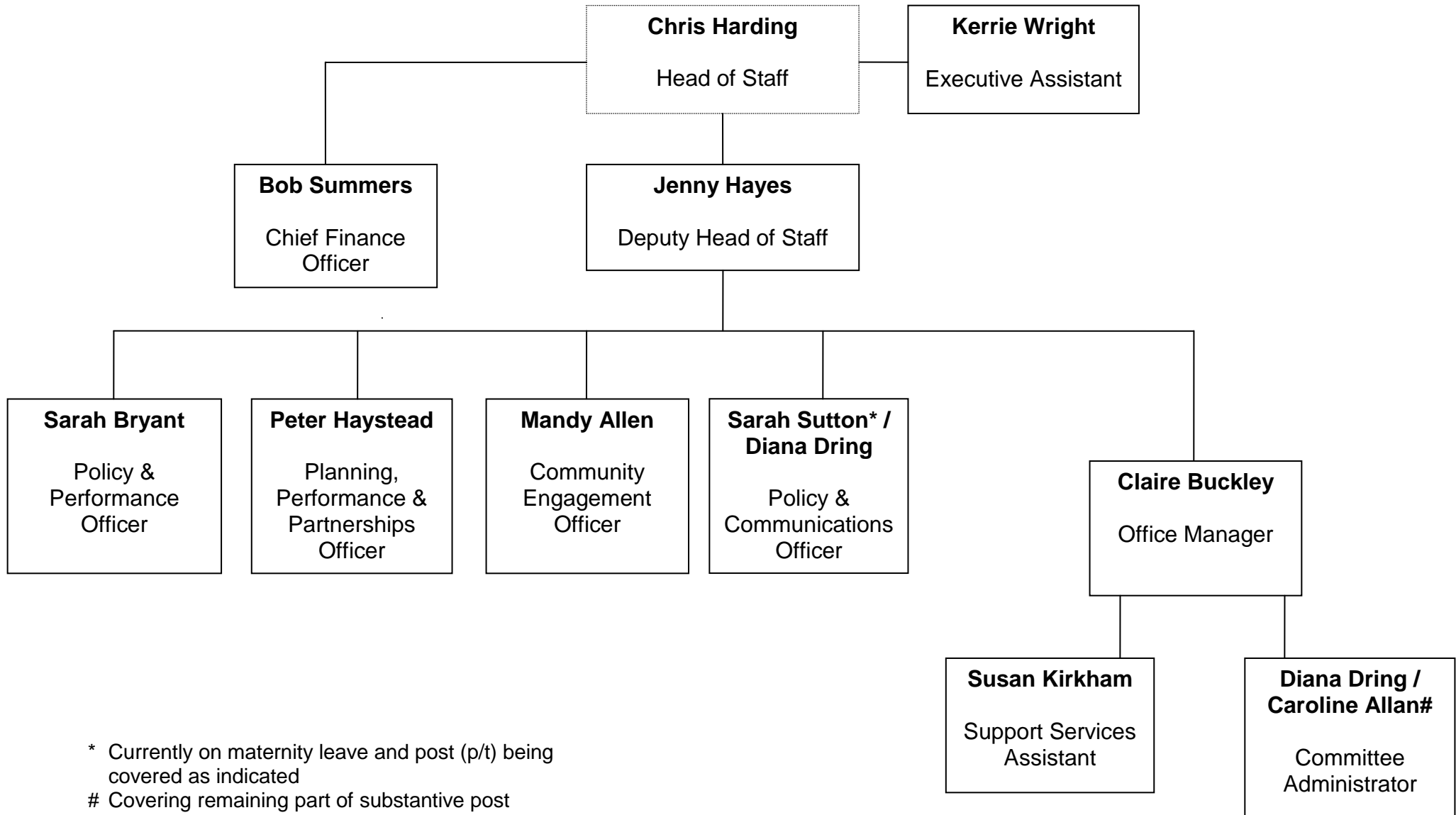
I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.

Signature: 

Date 29/11/2012



ORGANISATIONAL STRUCTURE



* Currently on maternity leave and post (p/t) being covered as indicated
Covering remaining part of substantive post