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Date: 20 June 2013

Dear Member

KENT AND MEDWAY POLICE AND CRIME PANEL - WEDNESDAY, 26 JUNE 2013

I am now able to enclose, for consideration at next Wednesday, 26 June 2013 meeting of the Kent and Medway Police and Crime Panel, the following report(s) that were unavailable when the agenda was printed.

Agenda No	Item
C1	<u>Chief of Staff Confirmation</u> (Pages 1 - 2)

Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Sass', is written in a cursive style.

Peter Sass
Head of Democratic Services

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From: Ann Barnes, Kent Police and Crime Commissioner
To: Kent and Medway Police and Crime Panel
Subject: Appointment of Chief of Staff

Summary:

This paper provides supplementary information on the proposed appointment of a new Chief of Staff by the Kent Police and Crime Commissioner. It details the nominated candidate and the reasons why they satisfy the criteria for the post.

Background:

1. This paper is supplementary to item C1 and, following the successful completion of vetting processes, provides details of the Commissioner's proposed appointment. Item C1 provides information on the appointment process and the nature of the Chief of Staff role.
2. The Police and Crime Panel has a statutory duty under the Police Reform and Social Responsibility Act to hold a confirmation for the Chief of Staff post. This confirmation hearing will be held at the Police and Crime Panel meeting on 26th June 2013.

Proposed Appointment:

3. After a comprehensive selection process, the Commissioner proposes to appoint Mr Michael Stepney to the post of Chief of Staff of the Kent Police and Crime Commissioner's Office.
4. The criteria used to assess the suitability of candidates at each stage of the appointment process are set out within item C1.
5. Each shortlisted candidate was assessed over a 1 day assessment process which included a media exercise, panel interview and presentation. Each exercise assessed a range of the criteria for the role.
6. The Commissioner considers that Mr Stepney satisfies the selection criteria set on the following basis:
 - The nominated candidate demonstrated exceptional evidence against all criteria assessed at interview, and was the only candidate to do so. The candidate also satisfied the Commissioner's requirements in the media interview and presentation exercise.
 - The appointment was supported by the other panel members and the HR advisor. The process was observed by the Police and Crime Panel's independent observer.
 - The nominated candidate has:

- A proven record in senior leadership, including experience as Chief of Staff to the Commander-in-Chief of the Royal Air Force (RAF).
 - Exceptional evidence of an ability to plan, organise and implement activities in a range of settings and situations.
 - Vast experience of anticipating the needs of senior individuals and advising on HR, finance, risk and governance matters.
 - A strong focus on honesty, impartiality and integrity.
 - Exceptional evidence of creativity and innovation in high risk and high profile situations, coupled with decisive decision making and inspirational leadership.
 - A strong understanding of the role of the Police and Crime Commissioner and the new police governance arrangements
7. The Kent and Medway Police and Crime Panel is required to review the proposed appointment and to make a report to the Commissioner that includes a recommendation as to whether or not the candidate should be appointed.
8. The Commissioner will consider this report and decide whether to accept or reject the Panel's recommendations on the proposed appointment.

Recommendations

9. The Kent and Medway Police and Crime Panel is asked to support the appointment of Michael Stepney as the Kent Police and Crime Commissioner's Chief of Staff.