

## Lincolnshire Police and Crime Panel

### Independent Member

#### Recruitment Pack

This information pack is for individuals that are interested in becoming an Independent Member of the Lincolnshire Police and Crime Panel

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## **Section 1 – Welcome letter to potential applicants**

Dear Applicant

Thank you for your interest in becoming an Independent Member of the Lincolnshire Police and Crime Panel.

The Panel is a key component of the governance and accountability arrangements for policing in Lincolnshire. The Panel's role is to maintain regular scrutiny of the performance of the directly elected Police and Crime Commissioner.

The Panel is looking to co-opt committed and energetic individuals to serve as Independent Members for a four-year term. We are particularly interested in receiving applications from candidates who are experienced and qualified in financial management and/or budget setting, oversight and scrutiny.

The role of a Panel member is an important one. In considering your application you should be aware that the typical commitment required from a member of the Panel is expected to average one day a month, including preparation time.

Panel Meetings are held at Lincolnshire County Council offices during the daytime. Other training may be held at various locations in Lincolnshire. Independent Members will be entitled to claim a co-opted members allowance, as set out in Lincolnshire County Council's Members' Allowance Scheme. Panel members can also claim reasonable travel expenses. All Panel members receive an induction and other appropriate training.

## **Section 2 – The Role of the Police and Crime Commissioner and the Police and Crime Panel**

### **1 Introduction**

The Police Reform and Social Responsibility Act 2011 introduced significant changes in police governance and accountability, in particular replacing the Police Authorities by directly elected Police and Crime Commissioners (PCCs).

The Police and Crime Panel (the Panel) within each force area is empowered to maintain a regular check and balance on the performance of the PCC in that context.

### **2 The Police and Crime Commissioner (PCC)**

The PCC within each force area has a statutory duty and electoral mandate to hold the police to account on behalf of the public.

The PCC is the recipient of all funding, including the government grant and precept and other sources of income, related to policing and crime reduction and all funding for a force must come via the PCC. How this money is allocated is a matter for the PCC in consultation with the Chief Constable, or in accordance with any grant terms. The Chief Constable will provide professional advice and recommendations.

The PCC has the legal power and duty to:

- a. set the strategic direction and objectives of the force through the Police and Crime Plan, which must have regard to the Strategic Policing Requirement set by the Home Secretary;
- b. scrutinise, support and challenge the overall performance of the force including against the priorities agreed within the Plan;
- c. hold the Chief Constable to account for the performance of the force's officers and staff;
- d. decide the budget, allocating assets and funds to the Chief Constable; and set the precept for the force area;
- e. appoint the Chief Constable;
- f. remove the Chief Constable subject to following the process set out in Part 2 of Schedule 8 to the 2011 Act and regulations made under section 50 of the Police Act 1996(a);
- g. maintain an efficient and effective police force for the police area;
- h. enter into collaboration agreements with other PCCs, other policing bodies and partners that improve the efficiency or effectiveness of policing for one or more policing bodies or police forces in consultation with the Chief Constable (where this relates to the functions of the police force, then it must be with the agreement of the Chief Constable);
- i. provide the local link between the police and communities, working to translate the legitimate desires and aspirations of the public into action;

- j. hold the Chief Constable to account for the exercise of the functions of the office of Chief Constable and the functions of the persons under the direction and control of the Chief Constable;
- k. publish information specified by the Home Secretary and information that the PCC considers necessary to enable the people who live in the force area to assess the performance of the PCC and Chief Constable;
- l. comply with all reasonable formal requests from the Panel to attend their meetings;
- m. prepare and issue an annual report to the Panel on the PCC's delivery against the objectives set within the Plan;
- n. monitor all complaints made against officers and staff, whilst having responsibility for complaints against the Chief Constable.

The PCC must not fetter the operational independence of the police force and the Chief Constable who leads it.

In order to enable the PCC to exercise the functions of their office effectively, they will need access to information and officers and staff within their force area. Such access to any information must not be unreasonably withheld or obstructed by the Chief Constable and/or fetter the Chief Constable's direction and control of the force.

A PCC has wider responsibilities than those relating solely to the police force, namely:

- a. a specific responsibility for the delivery of community safety and crime reduction;
- b. the ability to bring together Community Safety Partnerships at the force level;
- c. the ability to make crime and disorder reduction grants within their force area;
- d. a duty to ensure that all collaboration agreements with other PCCs and forces deliver better value for money or enhance the effectiveness of policing capabilities and resilience; and
- e. a wider responsibility for the enhancement of the delivery of criminal justice in their area.

The PCC for Lincolnshire, Marc Jones, was elected on 2 May 2024. The next election for the PCC is due to take place on 4 May 2028.

### **3 The Police and Crime Panel (the Panel)**

The Panel provides checks and balances in relation to the performance of the PCC. The Panel does not scrutinise the Chief Constable - it scrutinises the PCC's exercise of their statutory functions. While the Panel is there to challenge the PCC, it must also exercise its functions with a view to supporting the effective exercise of the PCC's functions. These include:

- a. the power of veto, by a two-thirds majority of the total Panel membership, over the level of the PCC's proposed precept;
- b. the power of veto, by a two-thirds majority of the total Panel membership, over the PCC's proposed candidate for Chief Constable;
- c. the power to ask His Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) for a professional view when the PCC intends to dismiss a Chief Constable;
- d. the power to review the draft Police and Crime Plan and make recommendations to the PCC who must have regard to them;
- e. the power to review the PCC's Annual Report and make reports and recommendations at a public meeting, which the PCC must attend;
- f. the power to require relevant reports and information in the PCC's possession (except those which are operationally sensitive) to enable them to fulfil their statutory obligations;
- g. the power to require the PCC to attend the Panel to answer questions;
- h. the power to appoint an acting PCC where the incumbent PCC is incapacitated, resigns or is disqualified; and
- i. responsibility for complaints about a PCC, although serious complaints and conduct matters must be passed to the IOPC in line with legislation.

The Chief Constable retains responsibility for operational matters. If the Panel seek to scrutinise the PCC on an operational matter, the Chief Constable may be invited to attend alongside the PCC to offer factual accounts and clarity (if needed) of the Chief Constable's actions and decisions. The accountability of the Chief Constable remains firmly to the PCC and not to the Panel.

### **Section 3 – The Lincolnshire Police and Crime Panel and the role of the Independent Member**

The Lincolnshire Police and Crime Panel (PCP) covers the area served by the Lincolnshire Police Force (i.e. the area served by Boston Borough Council, City of Lincoln Council, East Lindsey District Council, Lincolnshire County Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council).

At their annual meetings in May 2012 the eight local authorities agreed the formal PCP arrangements. The PCP consists of ten councillors from the eight local authorities (at least one from each authority) and two Independent Members (not councillors) co-opted by the PCP. All twelve members have equal voting rights.

Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council each appoint one councillor as a member of the PCP.

Lincolnshire County Council appoints three councillors to the Panel.

As far as is reasonably practicable, the ten councillors reflect the “political make-up of the relevant local authorities (when taken together)” across the force area.

The PCP is required to co-opt two Independent Members and is seeking to co-opt two additional Independent Members.

When co-opting Independent Members, the PCP must ensure that, as far as is reasonably practicable, the Councillors and Independent Members together have the skills, knowledge and experience necessary for the PCP to discharge its functions effectively.

Lincolnshire County Council is the lead local authority for the PCP and, within the approved budget, provides professional and administrative support to the Panel and its Members.

Further details relating to the Panel including the Panel Arrangements and its Rules of Procedure can be found on the Panel’s website at the following link: [Lincolnshire Police and Crime Panel – Lincolnshire County Council](#)

Independent Members are full voting members of the Panel. They are treated equally to the elected local authority members and have the same responsibilities and duties. Independent Members will have access to the same level of support and information as elected members on the Panel.

The core role of Independent Members on a Panel, as with all members, is to act as a critical friend to the PCC, offering a balance of support and constructive challenge, using appropriate data, evidence and resources. Independent Members will be expected to:

- Scrutinise the work of the PCC to ensure they are discharging their functions effectively.
- Review the PCC's draft Police and Crime Plan and annual report.
- Review the PCC's annual proposed precept.
- Review the PCC's proposed appointment of senior staff.
- Resolve non-criminal complaints about the conduct of the PCC.
- Make reports or recommendations to the PCC as needed.
- Perform scrutiny duties independently, objectively and in the public interest.
- Contribute specialist knowledge, skills, experience and expertise to the scrutiny work of the Panel.

Additionally, Independent Members will be expected to:

- Attend all formal meetings of the panel (Minimum of 4 a year).
- Attend any necessary training and development sessions. Independent Members are eligible for the same level of training and development as elected members.
- Maintain good working relationships with other members of the panel, including supporting officers, alongside the PCC and the Office of the PCC.
- Abide by the arrangements and rules of procedure which set out how the Panel operates.
- Attend additional meetings such as sub-committees, working groups or evidence gathering sessions, as required.
- Prepare for each meeting by reading the agenda, papers and additional information to familiarise yourself with the issues to be covered.
- Keep abreast of the key issues in relation to the responsibilities of the PCC and their priorities set out within the Police and Crime Plan.
- Promote high standards of conduct and ethics, always complying with the Host Authority's Member Code of Conduct and declaring interests in a register which is open to the public.
- Participate in periodic reviews of the overall effectiveness of the Panel.

## **Section 4 – Person specification**

There are many different sectors which provide prospective candidates with useful skills to be an effective Independent Member, and current and past Independent Members have come from a wide range of backgrounds.

Listed below is an indicative range of the skills, knowledge and experience that Independent Members should offer. Candidates may have specific experience or expertise one or more areas or come from a more generic background where they have been required to deploy relevant attributes. In any event candidates should meet at least two of the criteria under each of the headings listed below and clearly demonstrate in their application form how they meet those criteria.

### **Knowledge and experience**

- Financial experience such as financial planning, reporting, governance or corporate management ideally including appropriate qualifications.
- Experience in governance, compliance or scrutiny.
- Experience of working in the policing, community safety or wider criminal justice sector.
- Experience of working in local or central government.
- A management role in the public sector or charity sector.
- Legal experience, such as a solicitor or legal executive.
- Be able to demonstrate a clear understanding of the role the Panel undertakes within the arrangements for police governance and accountability in England.

### **Skills**

- Strategic thinking: ability to concentrate on the bigger picture, rising above detail and seeing issues from a wider, forward-looking perspective, making appropriate linkages across priority areas of work.
- Effective communication: able to communicate effectively both verbally and in writing, and interact positively and constructively with the PCC, panel members, partner organisations and stakeholders.
- Analytical skills: experience of interpreting complex written material, including financial information and key performance measures, to identify questions to put to the PCC and other relevant stakeholders.
- Teamwork: capable of developing and maintaining effective and professional relationships with other members of the panel, the chair and supporting officers.
- Scrutiny and challenge: willingness to rigorously scrutinise and challenge constructively, using appropriate data, evidence and resources.
- Open-mindedness: able to take a balanced, objective, independent and open-minded approach and provide constructive challenge to the PCC, without being confrontational or political.

Candidates must have the ability to devote the necessary time to the role and be able to attend meetings and training sessions at varying locations throughout Lincolnshire.



## Section 5 - Eligibility criteria

The following cannot be considered for a position as an Independent Member on the Panel, namely:

- Anyone under 18 years old.
- The PCC for the Lincolnshire Police Force area or a member of their staff.
- A member of the civilian staff for the Lincolnshire Police Force area.
- Members of Parliament.
- Members of the National Assembly for Wales, the Scottish Parliament or the European Parliament.
- Police Officers.<sup>1</sup>
- Councillors of Lincolnshire County Council, Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council.
- Anyone who is a member of a political party.
- Anyone with any conflicts of interest with the Police and Crime Commissioner.
- Anyone with any unspent criminal convictions.

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<sup>1</sup> Police officers are not covered by the restrictions on membership of the panel in Section 22 in Schedule 6. Also, police officers do not fall within Section 22 (a) as members of staff of the PCC as this category covers people appointed under Section 6 of Schedule 1. However, under section 1(2) (a) of Schedule 1 to the Police Regulations 2003 (S.I. 2003/527) a member of a police force may not "take any active part in politics". The Home Office would regard co-option to a panel, for the purpose of scrutinising an elected PCC, as taking an active part in politics, and accordingly as being prohibited for police officers.

## **Section 6 – How to apply**

We are welcoming expressions of interest in these roles that include:

- a current CV; and
- A personal statement of no more than 2000 words stating how you meet the Job Description/Person Specification document
- Details of two references (see below form)

sent by email to [Nicola.calver@lincolnshire.gov.uk](mailto:Nicola.calver@lincolnshire.gov.uk) by 5pm on Monday 28 July 2025.

Shortlisted candidates will be invited for interview at a date to be agreed in August. The successful candidates will be ratified by the Lincolnshire Police and Crime Panel at its meeting on 19 September 2025 with the with formal appointments being notified subsequently following confirmation by the Home Office.

Proof of Right to Work in the UK will be required for all applicants in accordance with UK Home Office requirements, before any appointment can be confirmed.

For an informal discussion about the role, or if you have an accessibility or disability need that means you might require changes to the application process, or if you have questions about your eligibility to apply please contact [nicola.calver@lincolnshire.gov.uk](mailto:nicola.calver@lincolnshire.gov.uk)

The Lincolnshire Police and Crime Panel would like to keep a list of reserve candidates until the 14 January 2026. Please advise in your covering letter if you consent to your details being kept on record.

## References

References: Please provide details of two people, not related to you, whom we could approach for reference purposes. We intend to take up references for shortlisted candidates, prior to interview. If you do not wish us to contact your referees at that stage then please indicate this clearly below.

Name		Name	
Address		Address	
Tel No		Tel No	
Email		Email	
Position		Position	