



## Norfolk Police and Crime Panel

### Minutes of the Meeting held on 25 February 2019 at 3pm in the Edwards Room, County Hall, Norwich

#### Main Panel Members Present:

Mr W Richmond (Chairman)	Norfolk County Council
Mrs Hilary Cox MBE	North Norfolk District Council
Dr Christopher Kemp (Vice-Chairman)	South Norfolk Council
Mr Colin Manning	Borough Council of King's Lynn and West Norfolk
Mr Kevin Maguire	Norwich City Council
Mr Mike Smith-Clare	Great Yarmouth Borough Council
Mr Frank Sharpe	Breckland District Council
Mr Francis Whymark	Broadland District Council
Mr Peter Hill	Co-opted Independent Member
Air Commodore Kevin Pellatt	Co-opted Independent Member

#### Officers Present:

Mr Gavin Cooke	Lead HR Business Partner, Norfolk County Council (NCC)
Mrs Jo Martin	Democratic Support and Scrutiny Team Manager, NCC

#### Others Present

Mr Lorne Green	Police and Crime Commissioner (PCC) for Norfolk
Mrs Jill Penn	Candidate, Chief Finance Officer
Mr Mark Stokes	Chief Executive, Office of the Police and Crime Commissioner for Norfolk, OPCCN

#### 1. To receive apologies and details of any substitute Members attending

- 1.1 Apologies had been received from Mrs Sarah Butikofer, Mr Martin Storey and Mr Nigel Dixon, substituted by Mrs Hilary Cox.

#### 2. Members to Declare any Interests

- 2.1 Mr Francis Whymark declared an 'other' interest in that he was the representative from Broadland District Council where the candidate was currently employed.

#### 3. To receive any items of business which the Chairman decides should be considered as a matter of urgency

- 3.1 There were no items of urgent business.
4. **Confirmation Hearing for the Police and Crime Commissioner for Norfolk's proposed Chief Finance Officer appointment**
- 4.1 The Chairman invited the Commissioner to introduce the preferred nominee.
- 4.2 The Commissioner explained that the current Chief Finance Officer, John Hummersone, was retiring in March 2019. This was a statutory appointment and the candidate; Mrs Jill Penn would play a key role in all financial matters. Mrs Penn was an outstanding candidate and the decision to appoint her was unanimous.
- 4.3 The following question was addressed to the PCC and answered by Mr Stokes;  
Q There are five key principles that underpin the role of the Chief Finance Officer (CFO) to ensure they are suitably empowered. Within one of them it states that the CFO will be a member of the Leadership Team. How will you empower the CFO to ensure that she is able to function fully in that respect?  
A. OPCCN's Scheme of Governance and Consent sets out the functions delegated and designated to the Chief Executive and Chief Finance Officer, reflecting their statutory roles. Being a key member of the Leadership Team is essential to a CFO being able to fulfil those duties.
- 4.4 The following question was address to the PCC and answered by him;  
Q. Are there any advantages or disadvantages of having two Chief Finance Officers, separating those Constabulary and OPCCN functions which until now had both been undertaken by Mr Hummersone, and can you foresee any conflicts?  
A. There would be no disadvantages, only advantages, particularly as Mr Peter Jasper had been appointed as the Constabulary's CFO and would enable the excellent working relationships to continue.. An advantage was that the newly appointed Chief Finance Officer would serve the OPCCN exclusively.
- 4.5 The Chairman invited the candidate, Mrs Jill Penn to introduce herself and explain why she would make a suitable candidate. In response, Mrs Penn referred to her experience and highlighted in particular the strength of her local and national networking, which she felt would help the organisation to problem solve and plan for what remained an uncertain future for public service funding.
- 4.6 The following questions were addressed to Mrs Penn and answered by her;
- a. Q What do you consider to be the most difficult challenges you will face as the CFO?  
A. The biggest challenge is funding and how to do more for less for the OPCCN and Norfolk Constabulary.
- b. Q. How do you see your roles working alongside each other, as from your CV you currently hold some non-executive positions and I wondered if you'd considered how you will share your time?  
I will be resigning from my role at Broadland District Council. I will also be resigning from the Society of District Treasurers and the LGA Finance Directors Network. I will join the Police and Crime Commissioners Treasurers' Society and continue with my coaching and mentoring business, although not within the constabulary sphere. I feel that these working relationships will be of benefit to my employed role.
- c. Q. How will you provide support for a fair funding review, as currently you work in a

political environment but this role will be different.

A. It will be a different way of working, but I will look to understand the new boundaries and will work accordingly within them.

Q. What would you do if the PCC takes a course of action that is unwise?

A. I would discuss the matter with the PCC and seek to persuade him to alter the course of action. If necessary, I would refer the matter to the Panel as I am required to do.

d. Q. As the Section 151 Officer, what do you regard as the essence of the role?

A. It is about being the guardian of public finances and ensuring that taxpayers money is being used appropriately. Also making sure that the outcome is right for those residents that the PCC represents and to get the best value for money for them.

e. Q. How will you support the PCC in holding the Chief Constable to account?

A. I will look to work together with the Chief Constable's CFO so that we have a clear understanding of each other's challenges, and I will advise the PCC if I think the Constabulary funding is not being used in an appropriate way.

e. Q. What do you see as being the biggest challenges you will face?

A. It will be funding, but also to achieve what everyone wants to achieve as everyone's agenda differs. I will focus on trying to ensure that outcomes for Norfolk are delivered collaboratively.

## **5. Exclusion of the Public**

5.1 The Chairman suggested that, with regard to item 6, the Panel should consider whether to exclude the public for the consideration of its recommendation to the PCC.

5.2 The Scrutiny Support Manager advised that the Panel could consider excluding the public from the meeting under section 100A of the Local Government Act 1972 for consideration of the item on the grounds that its discussion will involve the likely disclosure of exempt information as defined by a Paragraph 1 of Part 1 of Schedule 12A to the Act, that is, information relating to an individual, and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information for the following reasons:

- To take the best and most informed decision that they can, Panel Members need space to consider and discuss the suitability of the candidate for the role without feeling constrained by the presence of the public and press.
- The Panel's decision, and the reasons for it, would be released into the public domain in due course and the delay in doing so was not critical to the public interest.

5.3 The Panel **RESOLVED** that the public be excluded.

## **6. Confirmation Hearing for the Police and Crime Commissioner for Norfolk's proposed Chief Finance Officer appointment**

6.1 The Panel considered the proposed appointment and unanimously **RESOLVED**:

- a) To recommend to the PCC that he proceed in appointing Mrs Jill Penn to the position of Chief Finance Officer. The Chairman would write to the PCC to confirm this, by way of a report.
- b) That, according to the local PCP-PCC protocol, its report would remain confidential until the timing of publication was agreed. Panel members would be advised at the earliest opportunity.
- c) That the Chairman should write to Mr Hummersone, to convey the Panel's thanks for the advice he has given during his time in the role.

Meeting ended at 3.25pm

**Mr William Richmond, Chairman,  
Norfolk Police and Crime Panel**



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