

Job Description

Job Title: Independent Panel Member for Police Misconduct Hearings

In January 2023, the then Home Secretary launched a review into the process of police officer dismissals, designed to ensure that the system is fair and effective at removing those officers who are not fit to serve. Following completion of this, the Government announced a series of reforms to strengthen the disciplinary system on 31 August 2023 and published the [final report on 18 September](#).

Recruitment to this role supports Tranche 1 of these reforms, which changes the panel composition for Misconduct Hearings from the end of April 2024. Whilst the changes are definitive and any potential changes are anticipated to be minor amends, it is important to note that this role profile could be subject to amendment in accordance with any national direction under the reforms.

Main Purpose of the role:

To be a member of police misconduct panels and assist those panels in coming to fair and evidence-based decisions about a particular officer's conduct and appropriate outcomes arising from those decisions.

To provide an independent and impartial voice on such panels and to provide assurance to the community that conduct matters are treated seriously and that misconduct proceedings are being properly investigated and adjudicated.

To consider the impact of officer misconduct on public confidence in policing at all times, with specific attention to maintaining the public's trust in the police service's ability to keep them safe.

Main responsibilities:

- To attend and participate effectively as a panel member in misconduct hearings as required.
- To prepare for such hearings by considering in advance relevant papers, reports and background information.
- To carefully consider all the evidence before the panel and draw appropriate conclusions from that evidence.
- To question those giving evidence and challenge constructively in these hearings where appropriate.
- To utilise training offered that is relevant to the role, and to take a proactive approach to considering what additional personal development would be appropriate.

- To keep abreast of general developments affecting policing, both locally and nationally, that may have an impact on the role of independent member of a misconduct panel.
- To maintain the highest standards of professional conduct, ethics and the Nolan Principles.

Independence:

As an independent person of the hearing panel, you will contribute to a culture that supports:

- The highest level of integrity, accountability and honesty in the actions of the Panel and of the PCC, Chief Constable and the other officers of the OPCC/Constabulary.
- Respect and dignity among the members and officers.
- Acceptance by all members of the panel of the right of every member to hold and express a dissenting opinion.
- A commitment to best governance practices.

Location:

Misconduct Panels may be convened at locations throughout the North West area.

Person Specification:

The Police & Crime Commissioner is looking for a person who can evidence that they have the following competencies:

	Competencies, skills & experience	Essential or Desirable
1	Significant senior leadership experience within a private, public or voluntary sector organisation.	Essential
2	Significant previous experience of HR practices and operations within a private, public or voluntary sector organisation including an understanding of employment law.	Essential
3	Strong communicator with the confidence to voice your own opinions in a constructive and considered way.	Essential
4	The ability to absorb and analyse a large amount of complex information quickly and reach objective decisions.	Essential
5	The ability to participate in decision making as part of a group, without bias while retaining objective perspective.	Essential
6	Experience of complaints handling and ethics programmes	Desirable
7	Have a good understanding of the diverse and complex nature of the North West areas and its communities.	Desirable

8	Be committed to the public service principles of accountability, probity, openness and equality of opportunity.	Essential
9	Must be conversant with IT and video conferencing technology. Be able to communicate via email and to receive documentation electronically via secure email. All panel papers will be provided electronically only.	Essential
10	Independent panel members must reside in the North West Region.	Desirable
11	Previous experience of setting organisational standards and conduct expectations or participating in organisational disciplinary panels private, public or voluntary sector organisation.	Essential

Exclusions from Eligibility:

If any of these exclusions apply, you cannot sit as an IPM:

- Serving and retired police officers
- Serving and retired police staff
- Serving and retired special constables
- Current and former Police and Crime Commissioners (from any Force area)
- Current and former PCC staff (from any Force area)
- Former police authority members and officers (from any police authority)
- Undischarged bankrupts
- Anyone whose estate has been sequestrated and the sequestration has not been recalled or reduced or a discharge has not been obtained
- Anyone who has made a composition or arrangement with, or granted a trust deed for their creditors and has not paid off the debts in full or five years have not yet passed since the terms of the deed of composition or arrangement, or trust deed were fulfilled
- Anyone who is subject to a disqualification order under the Company Directors Disqualification Act 1986, or to an order made under Section 429(2)(b) of the Insolvency Act 1986 (failure to pay under County Court Administration Order).

Availability – The majority of misconduct hearings are provisionally scheduled for 2-5 days. To prepare for hearings by considering, in advance, relevant papers, reports and background information.

Vetting - Successful candidates will need to be security vetted prior to sitting on a misconduct panel.

Term

The term period for this appointment is an initial period of 5 years. The appointment can be mutually agreed to be extended for a second term additional period of 5 years. At this point the PCC can extend annually by mutual agreement. Any extension may require a reapplication process.