



**POLICE & CRIME
COMMISSIONER**
For Leicester,
Leicestershire & Rutland
Your Communities - Your Commissioner

**Police and Crime Panel for Leicester,
Leicestershire and Rutland**

13 January 2024

Deputy Police and Crime Commissioner

Confirmation Hearing Papers

Report Date	December 2024
Report Author	Clare Trewartha, OPCC, CEO
Security Classification	Official

Purpose of Report

1. In his role as the Police and Crime Commissioner (PCC) the Commissioner may appoint a Deputy Police and Crime Commissioner (DPCC) to assist them in delivering his role.
2. The PCC brings this report to introduce to the Police and Crime Panel his candidate Miss Charlotte Chirico and outline her suitability, proposed responsibilities and terms and conditions.

Request of the Panel

3. In their role the PCC requests that the Panel carry out a Confirmation Hearing and provide to him a report on the proposed appointment including a recommendation as to whether or not the candidate should be appointed.
4. Following receipt of that report the PCC will consider its contents and decide whether to accept or reject the panel's recommendation on Miss Chirico's proposed appointment.

Background

5. The Police Reform and Social Responsibility Act 2011 (the Act) provides, under section 18(1), that the Police and Crime Commissioner (PCC) for a police area, may appoint a person as the DPCC for that area.
6. The PCC can arrange for them to exercise any of their functions save for:
 - the issuing of a Police and Crime Plan,
 - appointing the Chief Constable,
 - suspending the Chief Constable,
 - calling upon the Chief Constable to retire or resign,
 - calculating a budget requirement under section 43 of the Local Government Finance Act 1992.
7. To assist the PCC and provide capacity and resilience the Police and Crime Commissioner wishes to appoint a DPCC.
8. The PCC has therefore notified the panel of his intention, in accordance with the Act.
9. Miss Chirico has declared that she is aware of the provisions of the Police Reform and Social Responsibility Act 2011 as regards eligibility to be appointed. She has declared that to the best of her knowledge and belief she is eligible for appointment and is not subject to a relevant disqualification.
10. Attached at Appendix A are the relevant extracts from the Act which have been provided to Miss Chirico.

11. A DPCC is required by the Act to be a member of staff within the Office of Police and Crime Commissioner (OPCC). The DPCC for Leicester, Leicestershire and Rutland will be subject to a contract of employment which will generally reflect the terms and conditions applying to the PCC's staff.
12. The PCC informed the Panel of his decision to appoint a Deputy on 2 January 2025. A copy of the decision notification sent on 2 January 2025 is attached at Appendix B.

Criteria used to assess the suitability of Candidate.

14. The PCC has considered very carefully the set of criteria he is looking for in selecting a suitable individual for this important role and has set these out in a job description. The full job description that has been developed for the DPCC position can be seen at Appendix D but in summary:

Personal Specification

Key Skills:

- Ability to think strategically and laterally and deliver on goals and objectives.
- High-level communication and presentation skills, including media skills.
- Ability to build senior level relationships, influence and negotiate with high-ranking officials, and maintain strong relationships.
- Ability to take a co-operative approach to achieving priorities, including developing effective collaboration proposals with relevant organisations.
- Ability to engage, listen and understand communities with differing needs.
- Ability to propose solutions to complex issues with the best interest of local people and vulnerable people always a priority.
- Ability to secure credibility, respect and recognition from peers and stakeholders.
- Ability to take personal responsibility for decisions made and to be able to communicate these effectively.

Knowledge and/or Experience of:

- Issues facing policing.
- The Criminal Justice System and the pressures it is under.
- Victim support services
- The importance of trust, confidence and transparency in policing
- Initiatives designed to reduce violence in general and specifically that aimed at women and girls.
- Initiatives designed to reduce crimes against businesses.
- Community initiatives for crime prevention.
- The political structures, procedures and policies at both a local and national level.
- The geographic, social and economic nature of the area.
- Working with diverse communities and partners and working to secure improved outcomes for local people.

15. The PCC is confident that Miss Chirico has a skill set that not only fulfils the criteria outlined above but also compliments his own skills and experience. He is confident that Miss Chirico will fulfil the role of DPCC with passion, professionalism and integrity.

16. The key elements of Miss Chirico's experience and competence are:

- A law graduate from Nottingham (Kaplan) Law School with seven years of experience, primarily in criminal legal practice.
- Five years served at the Crown Prosecution Service. Served as a District Crown Prosecutor in two different CPS areas and then as a Crown Prosecution Service Agent Prosecutor. For short periods of time, deputised as a Senior District Crown Prosecutor and Deputy Chief Crown Prosecutor.
- Sat on three scrutiny panels as a statutory stakeholder, in relation to out of court disposals (youth and adult) and engaged on multiple occasions as the CPS representative at victims and witness meetings, being a key point of contact for external stakeholders.
- Attended numerous police force performance meetings (PTPMs) across Surrey, Sussex and London South to review performance data and provide innovative solutions to inadequate data performance. Also fed into the independent police monitoring board when requested.
- As a unitary Councillor for the London Borough of Merton Council sat on two scrutiny boards; the Children's and Young Scrutiny Panel and Joint Consultative Committee with Ethnic Minority Considerations, where local policies are scrutinised.
- In the CPS in the South East, had direct oversight of seven magistrates' courts in Surrey and Sussex, was the Bail and Advocacy lead for the area and led a team of 20 to 25 advocates (including agent barristers) and made crucial decisions on sensitive, press interest and custody matters.
- In the CPS in London South, led a team of ten Crown Court lawyers and had direct oversight of Kingston Crown Court with authority to make serious decisions regarding stopping prosecutions, retrials, unduly lenient sentences, bail appeals and sensitive disclosure.
- A trainer for the national CPS training team, leading the learning and development of new starters.
- Provided training on behalf of the CPS to over 100 officers in Surrey and Sussex on how to handle Res Gestae evidence and how to form an evidence led prosecution, without a victim attending court, to improve conviction rates in domestic abuse cases.
- In this CPS work, met thousands of victims of crime during court hearings and complaint processes.
- Led on video enabled justice projects, including live link suites and low level theft diversion projects within the Sussex police force area.

- As a result of this experience, Miss Chirico has worked with several police force areas: Metropolitan Police; Surrey Police; Sussex Police and Kent Police.
- Training with the CPS has included but is not limited to: Rape and Sexual Offences, Hate Crime, Disclosure, Domestic Abuse and speaking with victims and witnesses.
- An in depth understanding of the journey of a victim and the need for robust support throughout their journey through the criminal justice system.

Terms and Conditions of Appointment

17. The Deputy PCC is a member of the PCC's staff and therefore this requires the post holder to receive terms and conditions aligned with those colleagues within the Office of the PCC.
18. A summary of the terms and conditions are attached at Appendix C.
19. Miss Chirico will start as DPCC for Leicester, Leicestershire and Rutland on the 13th January 2025, contract pending the outcome of this Confirmation Hearing.
20. The Police and Crime Commissioner has discussed with Miss Chirico the portfolio of responsibilities he wishes to delegate to her. Although not an exhaustive list, the following is the current identified portfolio:
 - a. Convening, chairing and collaborating with the Local Criminal Justice Board for the benefit of communities across Leicester, Leicestershire and Rutland.
 - b. Driving forward the Delivery Strategy within the Police and Crime Plan that ensures there is an excellent offer for Victims and Witnesses.
 - c. Driving forward the Delivery Strategy within the Police and Crime Plan to combat Violence Against Women and Girls.
 - d. Continue the work to develop of activity that enables lived experience to be embedded through the OPCCs commissioning processes.
 - e. Attendance at internal and external meetings and appearances as required by the PCC.
 - f. Liaison with the Association of the Police and Crime Commissioner in the PCCs absence.

Conclusion

21. The appointment of the DPCC has been identified as a critical role for the PCC. The PCC has carefully considered the skills and abilities he requires to complement his own approach and balanced those against the community and organisational needs.

22. The PCC has selected Miss Charlotte Chirico to work with him as his DPCC to deliver this next phase of his Police and Crime Plan. He looks forward to receiving the Panel's report on the matter.

List of Appendices

Appendix A – Relevant Legislation

Appendix B – Decision to appoint a Deputy Police and Crime Commissioner

Appendix C – Summary of terms and conditions

Appendix D – Job Description for DPCC

----- **End of Report** -----