



Independent Panel Member (IPM) 'cab rank' appointment process from 7 May 2024

The Police and Crime Commissioner/Mayor is required to appoint IPMs to Police Misconduct Hearings and Police Appeals Tribunals on a fair and transparent basis. The agreed method of selecting IPMs for each hearing is a 'cab rank' system.

The West Yorkshire Combined Authority (WYCA) holds and maintains a 'joint list' of IPMs on behalf of the following Police and Crime Commissioners/Mayors: Cleveland, Durham, Northumbria, South Yorkshire, York and North Yorkshire, Humberside, West Yorkshire.

Misconduct hearings

For Misconduct Hearings being arranged after 7 May 2024, each Panel is required to have 2 IPMs:

IPM 1 - is a non-policing practitioner, a lay member who is able to constructively participate fully in discussions and relevant sanctions.

IPM 2 - in addition to the above, the IPM 2 will have experience of leadership or professional regulations, tribunals, or other legal processes, and of working with disciplinary procedures across the private, public and/or voluntary sector.

The joint list will identify which IPMs across the north eastern region can sit in capacity as IPM1 and IPM 2.

Each individual Police and Crime Commissioner's Office/Combined Authority is responsible for appointing IPMs within their force area.

Here in West Yorkshire, on establishing the need to hold a Misconduct Hearing, the force's Professional Standards Directorate will contact the Combined Authority to request 2 IPMs to be appointed to a Panel. All West Yorkshire IPMs will be contacted first for West Yorkshire hearings.

The Combined Authority will contact the next IPM in line for appointment and request their availability. If the IPM is available, then they will be appointed in accordance with Regulation 28 of the Police (Conduct) Regulations 2020: as amended.

If the IPM fails to respond within 2 working days or is unavailable, they will remain at the top of the list to be selected for the next hearing (either misconduct or tribunal). The Combined Authority will then approach the next West Yorkshire IPM on the list until one is appointed.

Where the Combined Authority is unable to fulfil both roles from the list of West Yorkshire IPMs, a bcc email will be sent to all the IPMs on the joint list to seek availability (taking account of the requirement for IPM1 or IPM2). The IPM appointed will be the first to respond.

Once an IPM is confirmed, a second email will be sent to the remaining IPMs notifying them that the Panel appointment has been filled.



Ideally the IPM appointed will be vetted to a minimum of Non-Police Personnel Vetting Level 2. In the unlikely event there are no IPMs available who are vetted to the required level, contact should be made with the force's Professional Standards Directorate and the Chair of the misconduct hearing to seek their agreement for an IPM with a lower vetting level from another force area to sit on the panel.

A record will be retained of the appointment process for each hearing and can be made publicly available on request.

Police Appeals Tribunals

A Police Appeals Tribunal is required to have one IPM who fulfils the requirements of the IPM 1 role.

Each individual Police and Crime Commissioner's Office/Combined Authority is responsible for appointing an IPM to a hearing being arranged within their force area.

The requirement for an IPM to sit on a Panel will be triggered by the Chair of the Panel.

The joint list of IPMs references whether an IPM has received the appropriate training to sit on a Police Appeals Tribunal.

The joint list arrangements apply for Police Appeals Tribunals. All West Yorkshire IPMs will be contacted first for West Yorkshire Tribunals.

The Combined Authority will select the next IPM in line for appointment and who has received training on the Police Appeals Tribunal process and will request their availability. If the IPM is available, then they will be appointed to the Panel. If not, they will remain at the top of the list to be selected for the next hearing (misconduct or tribunal).

Where the Combined Authority is unable to fulfil both roles from the list of West Yorkshire IPMs, a bcc email will be sent to all the IPMs on the joint list to seek availability (taking account of the training requirement). The IPM appointed will be the first to respond.

Once an IPM is confirmed, a second email will be sent to the remaining IPMs notifying them that the Panel appointment has been filled.

Ideally the IPM appointed will be vetted to a minimum of Non-Police Personnel Vetting Level 2. In the unlikely event there are no IPMs available who are vetted to the required level, contact should be made with Chair of the Police Appeals Tribunal to seek their agreement for an IPM with a lower vetting level from another force area to sit on the panel.

A record will be retained of the appointment process for each hearing and can be made publicly available on request.

Legal Indemnity

Each Combined Authority or Police and Crime Commissioner's Office is responsible for advising IPMs of the local indemnity insurance provision in respect of each hearing.