

SELECTION COMMITTEE

DATE: TUESDAY 7 APRIL 2009

TIME: ON THE RISE OF THE AUTHORITY MEETING

VENUE: CONFERENCE ROOM 7, CONSTABULARY HEADQUARTERS, WINSFORD

Part 1 – Matters to be considered in the presence of the press and public

Page No

1. MINUTES

To confirm the Minutes of the meeting held on 22 and 23 October 2008

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2. URGENT BUSINESS

To consider any matters that the Chairman determines are urgent.

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3. EXCLUSION OF THE PRESS AND PUBLIC

It is RECOMMENDED: That under Section 100(A)(4) of the Local Government Act 1972, as applied to the Police Act 1996, and as amended, the press and public be excluded from the meeting for the item of business listed below on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act in the paragraph indicated:-

Item

Paragraph

Appointment of Assistant Chief Constable (1) Individual Employee

Part 2 – Matter to be considered in the absence of the press and public

4. APPOINTMENT OF ASSISTANT CHIEF CONSTABLE

To consider the attached report of the Chief Executive

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CHESHIRE POLICE AUTHORITY

SELECTION COMMITTEE

MINUTES OF A MEETING HELD ON WEDNESDAY 22 OCTOBER AT THE MACDONALD PORTAL HOTEL, TARPORLEY AND THURSDAY 23 OCTOBER 2008 IN THE POLICE AUTHORITY CONFERENCE ROOM, CONSTABULARY HQ, WINSFORD.

Present: P Nurse, Chairman
 M A Ollerenshaw, Vice-Chairman
 D Cargill
 M Chapman
 G A Cousins

M Darby
 R Hodson
 C Oliver
 S Proctor

Authority Officers:
 M Sellwood, Chief Executive
 M Eaton, Member Services Manager

Also present: K Williams, Her Majesty's Inspectorate of Constabulary

9. MINUTES

RESOLVED:

That the Minutes of the meeting held on 30 September 2008 be confirmed as a correct record.

10. URGENT BUSINESS

(There were no items of urgent business.)

11. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That under Section 100(A) (4) of the Local Government Act 1972, as applied by the Police Act 1996 as amended, the press and public be excluded from the meeting for the items of business listed below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act in the paragraphs indicated: -

| <i>Item</i> | <i>Paragraph</i> |
|---|-------------------------|
| Appointment of Chief Constable: Assessment of pre-work | (1) Individual Employee |
| Appointment of Chief Constable: Presentations and Interviews | (1) Individual Employee |

PART 2 – MATTERS CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

12. APPOINTMENT OF ASSISTANT CHIEF CONSTABLE: ASSESSMENT OF PRE-WORK

The Committee considered and assessed the responses received from the three shortlisted candidates to the pre-work question.

RESOLVED:

That the outcome of the assessment of the pre-work, be confirmed.

13. ADJOURNMENT

RESOLVED:

That the meeting adjourn and reconvene on Thursday 23 October 2008.

(The meeting commenced at 5.00pm and adjourned at 6.00pm)

RECONVENED MEETING

14. APPOINTMENT OF CHIEF CONSTABLE: PRESENTATIONS AND INTERVIEWS

The Committee received and assessed presentations from the three shortlisted candidates and concluded by interviewing each candidate.

RESOLVED:

That Mr David Whatton be appointed Chief Constable with effect from 1 December 2008, and the Chief Executive be authorised to conclude the terms and conditions.

Duration of Meeting: The meeting reconvened at 10.00am and finished at 3.40pm.

CHESHIRE POLICE AUTHORITY
SELECTION COMMITTEE
7 APRIL 2009

APPOINTMENT OF ASSISTANT CHIEF CONSTABLE

The Appendix to this report is not for publication as it contains information relating to an individual. The author of this report considers that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PURPOSE OF THE REPORT

1. To report on the selection process for the appointment of two Assistant Chief Constables and to seek approval for the job description; person specification; conditions of service; advertisement and determination of the selection process.

BACKGROUND

2. Following the retirement of Mr David Baines and the transfer of Mr Garry Shewan to Greater Manchester Police, vacancies have arisen for two Assistant Chief Constables. The Selection Committee is therefore required to undertake the selection process and the appointment of two new Assistant Chief Constables.

TIMESCALE

3. Following discussion with the Chairman of the Authority and consultation with the Home Office Senior Appointments Panel, the following timescale is proposed:-

| | |
|-------------------------------------|------------------------------------|
| Friday 17 April 2009 | Advertise post |
| Friday 8 May 2009 | Closing date for applications |
| Thursday 28 May 2009 | Senior Appointments Panel |
| Friday 29 May 2009 | Selection Committee (shortlisting) |
| Tuesday 16 & Wednesday 17 June 2009 | Selection Committee (Interviews) |
| August 2009 | Start date |

JOB DESCRIPTION

4. The Home Office guidance on the appointment of Chief Officers sets out the agreed competencies. Having considered the National Competency Framework, the job description attached at Appendix 1 has been drafted.

PERSON SPECIFICATION AND COMPETENCY DESCRIPTIONS

5. Attached as Appendix 2, is a summary of the person specification together with detailed competency descriptions.
6. The competency descriptions will be used when developing a simple matrix for Members to use during the short-listing and interview process. This will enable Members to rank the candidates and provide the appropriate evidence to support the selection process.

CONDITIONS OF SERVICE

7. The standard conditions of service for a chief officer in Cheshire are attached as Appendix 3 for consideration.

ADVERTISEMENT

8. The draft advertisement for the post, which will appear in Police Professional on Friday 17 April 2009, is attached at Appendix 4.

APPLICATION FORM & BACKGROUND INFORMATION

9. A copy of the draft application form (Appendix 5) and a copy of the background information to candidates (Appendix 6) is attached for consideration.

SELECTION PROCESS

10. As with previous Assistant Chief Constable appointments, Her Majesty's Inspector of Constabulary, Mr Ken Williams will provide performance assessments for applicants, and the Chief Constable will participate in the selection process.
11. The Senior Appointments Panel, chaired by Acting Her Majesty's Chief Inspector of Constabulary, Dennis O'Connor, will undertake the Home Secretary's approval process for the full list of candidates. The Chairman will be invited to attend the Panel meeting.
12. The Committee has traditionally operated a staged selection process which has included:-

- the submission of a report by each short-listed candidate on a given subject,
- a presentation on a subject where the candidates have been given 30 minutes notice to prepare,
- a formal interview.

RECOMMENDED: That

- (1) the timescale for the selection process be considered and dates for the shortlisting and evaluation/interview, be determined;
- (2) the job description, person specification, conditions of service; advertisement; and application form, be considered and approved; and
- (3) the selection process be determined.

MARK SELLWOOD
CHIEF EXECUTIVE