

SELECTION COMMITTEE

DATE: TUESDAY 2 MARCH 2010

TIME: ON THE RISE OF THE STAFF COMMITTEE MEETING

VENUE: CONFERENCE ROOM, POLICE AUTHORITY OFFICES, 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 17 June 2009

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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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**MINUTES OF A MEETING HELD ON WEDNESDAY 17 JUNE 2009 AT
CONSTABULARY HEADQUARTERS, WINSFORD.**

Present: M Ollerenshaw, Chairman
D Bateman, Vice-Chairman
A Arnold
D Cargill
M Chapman
P Findlow
R Hodson
R McNeil
A Walmsley

Authority Officers:
M Sellwood, Chief Executive
M Eaton, Member Services Manager
Constabulary Officer:
D Whatton, Chief Constable

9. MINUTES

RESOLVED:

That the Minutes of the meeting held on 29 May 2009 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, 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: -

<i>Item</i>	<i>Paragraph</i>
Appointment of Assistant Chief Constables: Assessment of Pre-work	(1) Individual Employee
Appointment of Assistant Chief Constables: Presentations and Interviews	(1) Individual Employee

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

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

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

RESOLVED:

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

13. APPOINTMENT OF CHIEF CONSTABLES: PRESENTATIONS AND INTERVIEWS

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

RESOLVED: That

- (1) Mr Philip Thompson be appointed Assistant Chief Constable with effect from 18 June 2009, and the Chief Executive be authorised to conclude the terms and conditions; and
- (2) the remaining Assistant Chief Constable post be not filled and the vacancy be re-advertised in early 2010 at the conclusion of the 2009 Strategic Command Course; and
- (3) the Chief Executive, in consultation with the Chairman and the Chief Constable, be authorised to make the necessary arrangements for an Acting Assistant Chief Constable in the interim.

Duration of Meeting: The meeting commenced at 9.15am and concluded at 1.30pm.

CHESHIRE POLICE AUTHORITY
SELECTION COMMITTEE
2 MARCH 2010

APPOINTMENT OF ASSISTANT CHIEF CONSTABLE

The Appendix to this report is not for publication as it contains information which is likely to reveal the identity of 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 an Assistant Chief Constable and to seek approval for the job description; person specification; conditions of service; advertisement and determination of the selection process.

BACKGROUND

2. The Committee on 17 June 2009 (Minute 13) deferred the appointment of an Assistant Chief Constable until after the 2009/10 Senior Command Course. Since June 2009, Ian Wiggett, has been undertaking the role of Temporary Assistant Chief Constable. The Senior Command Course concludes in mid March 2010 and, therefore, it is necessary for the Committee to commence the selection process for a new Assistant Chief Constable to fill the existing vacancy on a permanent basis.

TIMESCALE

3. Following discussion with the Chairman and consultation with the Home Office Senior Appointments Panel, the following timescale has been set:-

Friday 12 March 2010	Advertise post
Tuesday 6 April 2010	Closing date for applications
Thursday 17 May 2010	Senior Appointments Panel
Monday 24 May 2010	Selection Committee (shortlisting)
Friday 18 June 2010	Selection Committee (Interviews)

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 12 March 2010, 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 Roger Baker will provide performance assessments for applicants, and attend the shortlisting meeting on 24 May. The Chief Executive and the Chief Constable will support Members during the selection process.
11. The Senior Appointments Panel, chaired by Sir Ronnie Flanagan, will undertake the Home Secretary's approval process for the full list of candidates.
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