



Independent member recruitment evaluation form

To be returned to the chief executive of the police authority

Police authority	Herfordshire
Chair	Tina Fawn
Chief executive	Andrew White
Independent assessor	John Striglan
Recruitment campaign dates	W/C 30-11-09

The essential role of independent assessors

At all times an independent assessor must take all reasonable steps:

- to ensure all decisions of the panel are on merit only;

All shortlisting for police authority appointments should be solely on the basis of merit, and this decision should be made based on the information provided to the selection panel in writing or at interview about that person's abilities, experience and qualities.

- to ensure equality of opportunity in all recruitment processes;

All persons applying for appointment should be given an equal chance to show their suitability based on their ability and experience, irrespective of their age, disability, gender, race, religion, sexuality or any other irrelevant factors. It is also important to ensure that all applicants are effectively monitored for commitment, awareness and knowledge of equality and diversity.

- to encourage as diverse a range of applicants as possible;

It is important that authorities are able to reflect their communities as closely as possible, and a diverse range of applicants is required to enable them to do this, whilst still ensuring that all decisions are made on merit only.

- to ensure openness and transparency in all recruitment processes; and

All decisions made by a selection panel should be well-reasoned and transparent so an objective person can readily see why the appointment was made.

- to ensure the selection panel provides the best possible service to communities.

All selection panel members must be committed to providing a service to the public. Decisions and appointments should be made with reference as to what would provide the greatest service to communities.

Please complete either **part A** or **part B** overleaf

Part A

I confirm that I was properly involved in all relevant aspects of the panel's role of compiling the shortlist and was able to fulfil all the aspects of the essential role of an independent assessor without having to directly intervene in the processes of the panel.

I felt that the following parts of the process adopted worked particularly well and should be repeated in future appointment rounds

1. Processing of applications and responses.
2. Selection of key competences & attributes for concentrated attention.
3. Appointing an all external panel.

see attached comments
Signature of independent assessor x

John Copley

Date 12.01.10

Part B

I confirm that I was able to fulfil the essential role of an independent assessor in taking reasonable steps, but was unable to ensure all aspects of the role. I have outlined below the problems that were faced. PLEASE USE ADDITIONAL SHEETS IF NECESSARY

I felt there were the following flaws in the process

I made the following interventions to try to correct these flaws

In my interventions I contacted the following people

I received the following responses

I felt that the following parts of the process adopted worked particularly well and should be repeated in future appointment rounds

Signature of independent assessor x


Date

Independent Assessor's Comments

I believe the process was well conducted. A good response in quality and quantity was achieved, and papers reached the panel in good time for considered assessment. I would commend the Authority for identifying and securing the participation of new panel members with varied, relevant and effective experience. They have made a major contribution towards helping candidates demonstrate how they meet the criteria and ensuring conclusions have been reached on merit.

There are points for consideration for a future exercise and these have already been briefly aired.

1. The question to applicants on suitability might be more tightly worded to ensure responses more to the point eg 'Why do you want to be a member of the HPA and why do you think you would perform the role well'.
2. Although the application form asks for details of voluntary work as well as employment, career breaks and caring responsibilities, voluntary work has not always emerged as clearly as it could. Separate space to cover voluntary activity should be considered.
3. More effective consideration of applications from current members of the Authority seeking a further term would be facilitated by the availability of an appraisal of their past performance.

 12/01/10
John Shrigley