



# Devon & Cornwall Police Authority

Independent Member Recruitment Process 2008,  
Diversity Monitoring Report.

## **Independent Member Recruitment Process 2008, Diversity Monitoring Report.**

### **Background Information**

1. The composition of Devon and Cornwall Police Authority is 19 Members comprising 10 Councillors and 9 Independent Members at least one of whom must be a Lay Justice (this is in accordance with the Statutory Instrument 2008 No 630).
2. Independent Members are appointed for a 4 year term of office.
3. There were 3 Independent Member vacancies due to the change in legislation which removed the separate category of Lay Justice membership and amalgamated the Lay Justice and Independent Members. The Lay Justice members were permitted to apply to become Independent Members.
4. The entire recruitment process was subject to independent scrutiny as an independent assessor selected for the Home Office Independent Assessor List was present at all meetings of the Selection and Interview Panels.
5. The Authority is committed to promoting equality and diversity and this report has been prepared and will be published as part of that commitment.
6. This report contains a simple analysis of applicants at different stages of the recruitment process based on the themes of age, ethnicity, gender, sexual orientation and disability. The analysis is based on information provided on Monitoring Forms completed by applicants at the time their application was submitted.
7. Further information and additional analysis from that provided in this report may be requested by contacting the Police Authority office.

### **Advertising**

8. The Independent Member positions were advertised in 5 local newspapers covering all of Devon, Cornwall and the Isles of Scilly.
9. All Parish / Town Councils were notified and requested to display posters on their noticeboards.
10. A copy of the advert was circulated via the Courts Service to all Lay Justices serving in Devon and Cornwall.
11. A number of local (to Devon and Cornwall) special interest groups were notified including Racial Equality Councils, faith, LGBT and disability support groups.
12. The advert and associated information was displayed on the Authority's website.

### **Response to Advert**

13. As a result of advertising and other publicity 228 requests for application packs were received.
14. Each application pack included:
  - information about the Police Authority
  - the APA guide to becoming an Independent Member
  - the competency framework for Members of Police Authorities
  - details of the Members Allowances Scheme
  - the members Code of Conduct
  - notes on completing the application form
  - the application form
  - a monitoring form.

## Recruitment Process

15. The Recruitment Process for Independent Members is set out in legislation - Statutory Instrument 2008 No 630 is the principle source of information. There is also joint guidance issued by the Home Office and the Association of Police Authorities.
16. The recruitment process is structured and complex and takes several months for completion.
17. The main steps in the process for this recruitment competition at Devon and Cornwall Police Authority were:
  - An advert was placed in at least 2 newspapers circulating in the area
  - All applicants completed an application form
  - All applications were considered by a Selection Panel comprising a Home Office nominee, 3 serving Members of the Police Authority and an Independent Assessor. The application forms were provided to the Selection Panel without any personal data such as name, date of birth, names of referees etc. The Competency Framework for Members was used to assess the suitability of applicants, the Selection Panel compiled a list of applications where the candidate was to be invited for an initial interview.
  - The initial interview took the form of a practical assessment relating to the role of a Police Authority Member. The Selection Panel assessed candidates against the Competency Framework for Members and the names of the 6 highest scoring candidates were submitted to the Interview Panel.
  - The (final) Interview Panel consisted of 3 Members of the Authority and the Independent Assessor acting as an observer. The (final) interview process consisted of a 10 minute presentation from a choice of topics and a traditional question / answer session. Assessment of candidates was made against the Competency Framework for Members and the highest scoring candidates were those selected for appointment.

## Data Collection

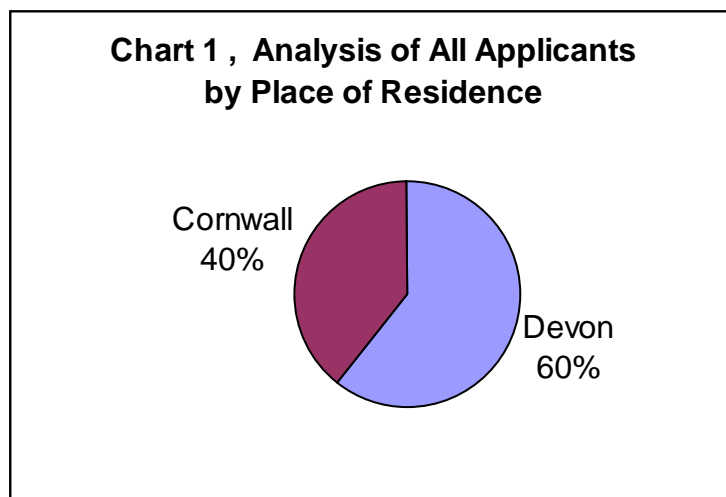
18. Every application pack contained a monitoring questionnaire which candidates were asked to complete and return with their application form. It was stated on the monitoring form that it would not form part of the selection process. A copy of the monitoring form is attached as Appendix 1 to this report.
19. When applications and monitoring forms were received in the office they were given matching reference numbers and then separated. The monitoring forms were kept by a member of the Administration Team; the application forms were kept by the Assistant Chief Executive who was co-ordinating the selection process. After each part in the selection process the Assistant Chief Executive would inform the admin team of the applicant numbers who were progressing to the next stage. By following this procedure it has been possible to provide monitoring information for every stage of the recruitment process.
20. Not all applicants completed a monitoring form, this is indicated on the analysis charts in this report as "Monitoring Form Not Completed"
21. Some applicants did not answer all the questions on the monitoring form, this is indicated on the analysis charts in this report as "Not Disclosed".
22. In some cases the % figures given do not total 100% - this is due to rounding the figures to the nearest percentage.
23. Unfortunately a number of the monitoring forms issued in the application packs were incorrectly copied and did not contain the sections on age, sexual orientation and disability.
24. The monitoring form did not request information as to place of residence so for the purposes of this report the information has been taken direct from the application forms.

### Data Comparators

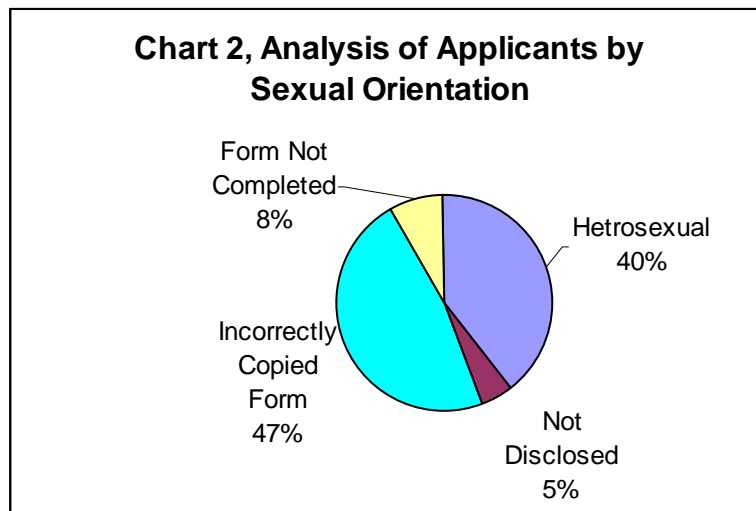
25. Data from the 2001 census for Devon, Cornwall and the Isles of Scilly was used to make general comparisons regarding gender, ethnicity and age between the population of the area covered by the Police Authority and the applications received. (For the purposes of this report Devon includes the unitary Council areas of Plymouth and Torbay.)
26. Key statistics relating to the population of Devon, Cornwall and The Isles of Scilly are given below:
- the total population is 1,576,186 of whom 68% live in Devon and 32% in Cornwall and the Isles of Scilly
  - 48% of the total population are male and 52% are female
  - 99% of the population are white
  - 51% are aged between 26 and 65 years

### All Applications Received

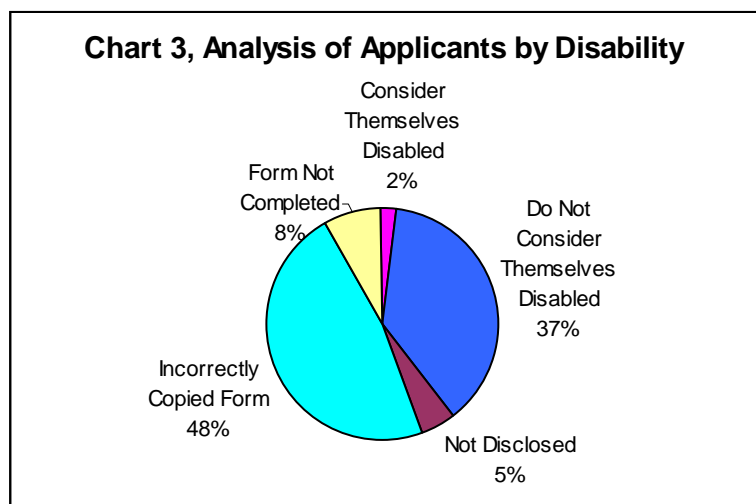
27. A total of 86 completed application forms were received.
28. 8% of applicants, that is 7 candidates, did not complete a monitoring form.
29. 41 of the returned monitoring forms were those that had been incorrectly copied.



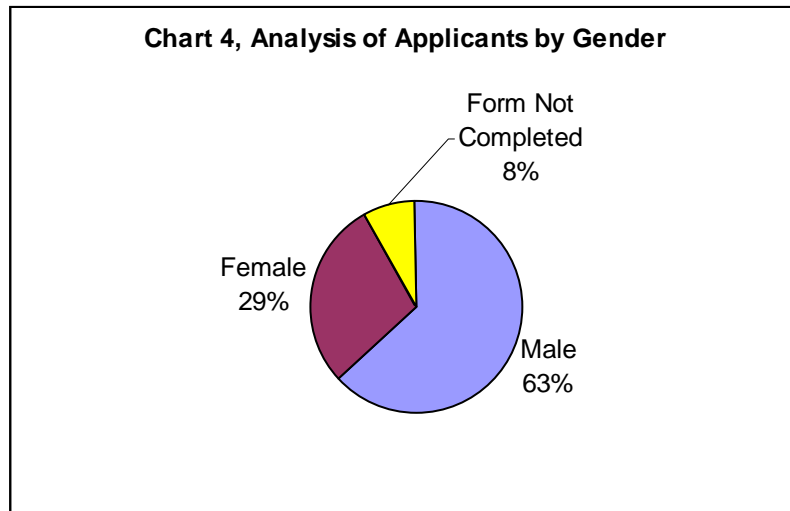
30. 60% of applications were from candidates living in Devon and 40% from Cornwall and the Isles of Scilly. The census figures give the population split for Devon and Cornwall as being Devon 68% and Cornwall 32%. It would seem therefore that the place of residence of applicants was broadly representative of the Authority's area.



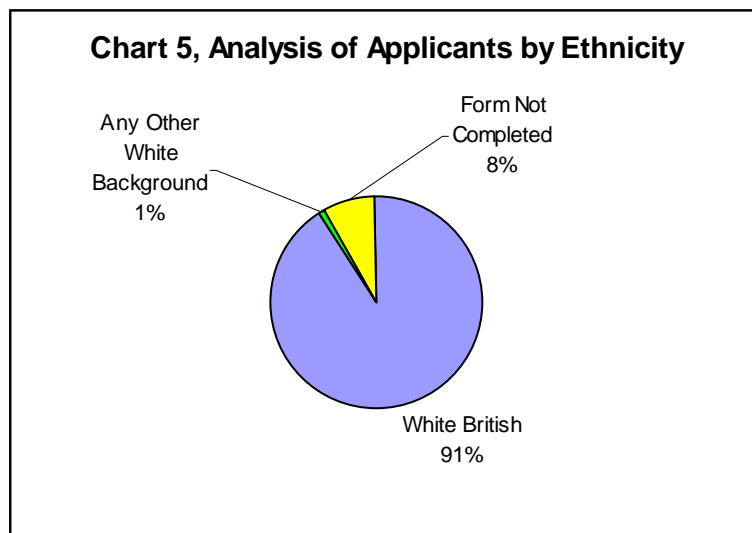
31. As can be seen from chart 2 above, all the applicants who completed a monitoring form and disclosed their sexual orientation were heterosexual. Whilst there is no comparative data from the 2001 census there are active gay scenes throughout the Police Authority area.



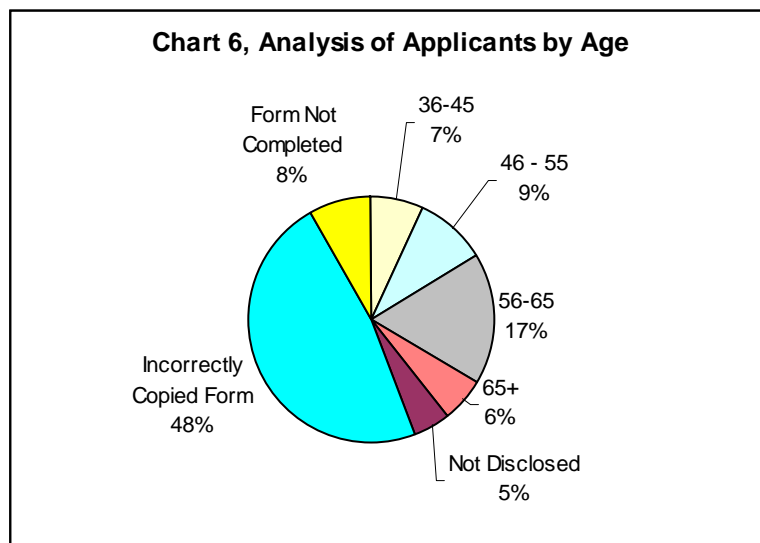
32. As can be seen from chart 3 above 2% of applicants who responded to the question about disability considered themselves to be disabled. No information is available from the census data regarding disability.



33. Chart 4 above which shows all the applications received analysed by gender shows that there were more male than female applicants. The proportion of applications between the genders is not representative of the populations of Devon, Cornwall and the Isles of Scilly where 48% of the total population are male and 52% are female.



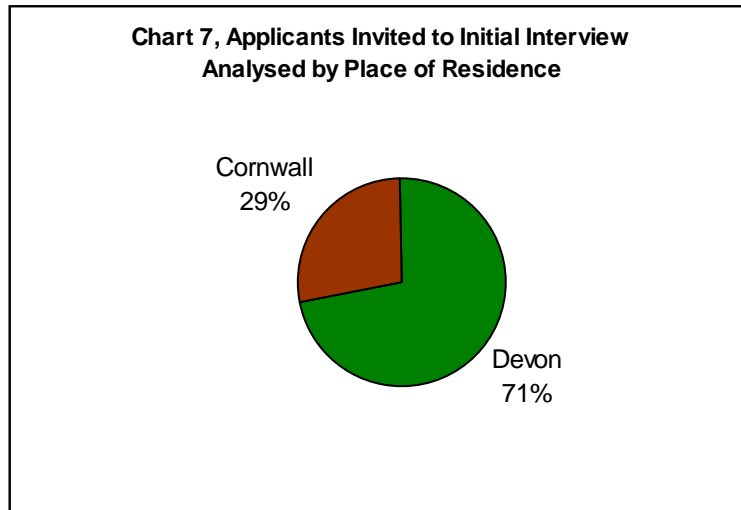
34. Of those who responded to the question regarding their ethnicity 91% of applicants defined themselves as white British as demonstrated in chart 5 above. (This was the same percentage as the recruitment of Independent Members undertaken in 2006/7.) As 99% of people in Devon, Cornwall and the Isles of Scilly defined themselves as white in the 2001 census the comparison with the number of applicants is proportional. It is a cause for concern that no applications were received from anyone defining themselves as being from any other ethnicity than white.



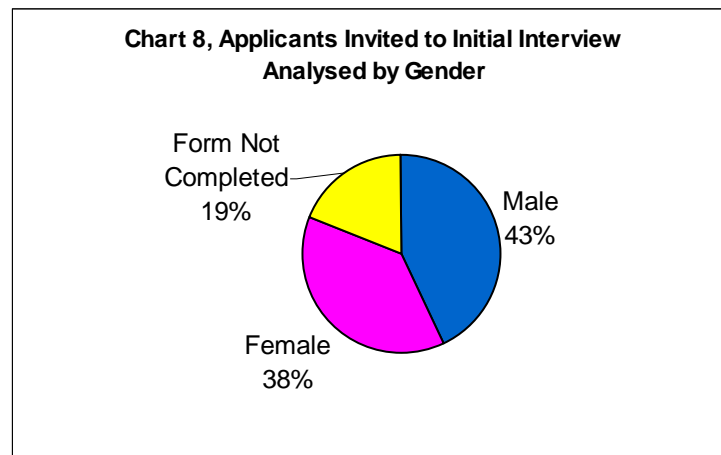
35. 39% of the applications received were from candidates aged between 26 years and 65 years, this is compared to 51% of population of Devon, Cornwall and the Isles of Scilly (from 2001 census data). It should be noted that the eligibility criteria for Police Authority Members, set out in statute, requires that applicants must be over the age of 18 years.
36. When consideration is given to the data regarding age it should be noted that according to the census data 28% of people living in Devon, Cornwall and the Isles of Scilly are 25 years of age or younger. The census data shows the population aged between 66 and 100+ years accounts for a further 21% of the population.
37. When taking into account the information given in 35 and 36 above it significantly reduces the pool of people who are eligible or feel able to apply for membership of the Authority; the spread of applicants with regard to age is acceptable therefore, but it would be advantageous if more applicants under the age of 56 could be encouraged.

#### **Applicants Invited to attend for Initial Interview**

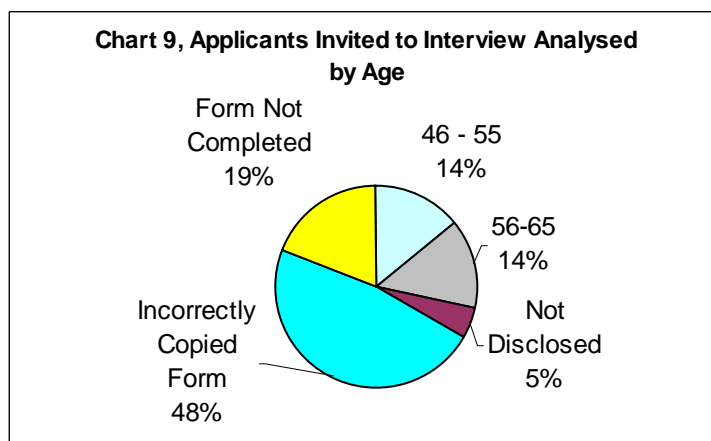
38. Following consideration of all the applications, 21 candidates were invited to an initial interview with the Selection Panel.
39. The documentation relating to the initial interview stage of the recruitment process shows that 4 applicants had not returned a monitoring form and 11 of the returned forms had been incorrectly copied.
40. One candidate invited to attend for initial interview described themselves as any other white background" the remainder had all indicated their ethnicity was " White British"
41. From the correctly copied monitoring forms of those people invited to attend for an initial interview one candidate had not disclosed any information on the subject of disability, the remainder did not consider that they had a disability.
42. From the correctly copied monitoring forms of those people invited to attend for an initial interview one candidate had not disclosed any information on the subject of sexual orientation, the remainder had indicated that they were heterosexual.



43. It would seem that the place of residence of applicants was broadly representative of the Authority's area at the initial interview stage.



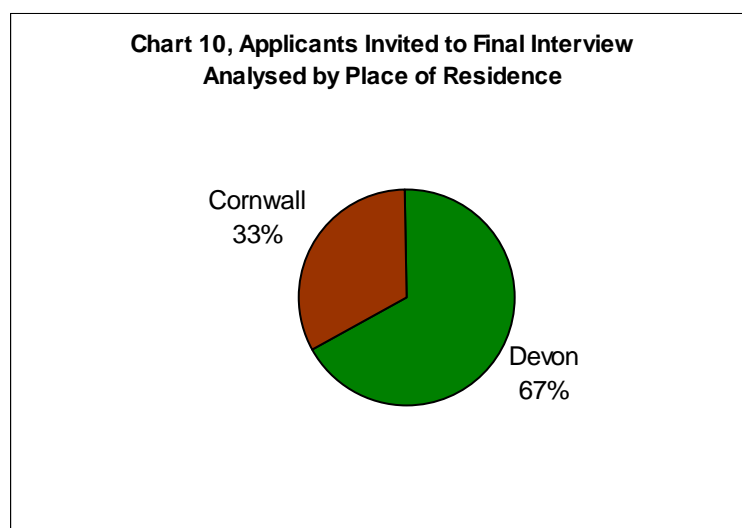
44. The proportions of female applicants invited to initial interview was higher than that of male applicants when compared to the gender split of all applicants.



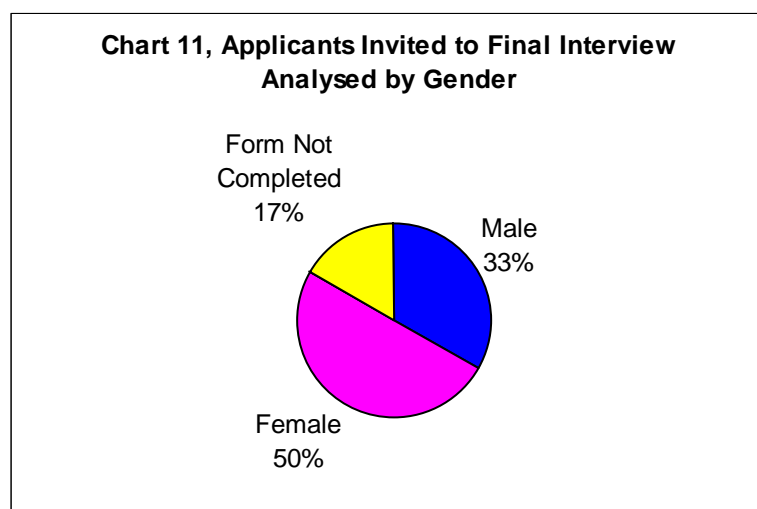
45. When comparing the age of applicants invited to an initial interview with all applications received it does appear that older applicants were slightly less successful in obtaining an initial interview. It is not really possible to conclude this as a significant fact however due to the numerically small number of applications received in each age group.

#### Applicants Invited for Final Interview

46. Following Initial interview 6 candidates were recommended for final interview (the Regulations state that the number of people interviewed must be twice the number of places).
47. The documentation relating to the final interview stage of the recruitment process shows that 41 applicant had not returned a monitoring form and 4 of the returned forms had been incorrectly copied. This means very little analysis can be done regarding the final interview stage.



48. The split between applicants invited to final interview when analysed by place of residence closely reflects the census information which gives the population split for Devon and Cornwall as being Devon 68% and Cornwall 32%.



49. At this stage in the process the proportions of men and women invited to final interview reflect the census information of 48% men and 52% women living in Devon and Cornwall. It is also worth noting that for the first time in this recruitment process the percentage of women candidates exceed that of men.

#### **Appointed Applicants**

50. 3 Applicants were appointed as Independent Members of the Authority. All three appointees were female, 2 of whom live in Devon and the third lives in Cornwall.

#### **Conclusions and Suggestions**

51. The percentage of applications from the 2 counties compared to the population living in each place was fairly balanced with no major deviations. ~~to cause concern.~~ The proportionality was maintained throughout this recruitment process.
52. All the applicants who declared their sexuality on the monitoring form said that they were heterosexual. This was a concern in the last recruitment process held in 2006/7 but for the this recruitment process a true picture may not have been presented due to the incorrectly copied forms. Continued consideration needs to be given as to how members of the LGBT community can be encouraged to apply.
53. The number of applicants who consider themselves as having a disability appears to be very low. This may be exacerbated by the incorrectly copied forms but efforts need to be continued to encourage people with disabilities to apply.
54. The gender split of applicants throughout the process was broadly proportional to that of the Devon and Cornwall population according to the census figures.
55. Despite efforts to attend festivals and events such as Respect to meet people from as many diverse communities as possible and talk to them about the role of the Authority and the recruitment process, only one application was received from a person defining themselves as anything apart from " White British". This was a concern in the last recruitment process held in 2006/7. Further consideration needs to be given as to how people from minority ethnic communities can be encouraged to apply.
56. The age of candidates was spread across a good range although candidates aged 45 and under should be particular encouraged to apply.

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