

Appendix B



INTERVIEW ASSESSMENT FORM APPOINTMENT OF CHIEF FINANCE OFFICER

14TH December 2017

Candidate:

INTERVIEW PANEL
Dafydd Llywelyn
Jayne Woods
Malcolm MacDonald
Carys Morgans

SCORING

In each section, please score candidates against set criteria as follows:-

		Rating	Definition
1	=	Low	The candidate has provided little evidence that relates to the question. The example(s) used have no direct relevance to the role of Chief Finance Officer.
2	=	Medium	The candidate has provided some evidence that relates in part to the question. The example(s) used have some direct relevance to the role of Chief Finance Officer.
3	=	High	The candidate has provided evidence that relates to the question. The example(s) used have some direct relevance to the role of Chief Finance Officer.
4	=	Exceptional	The candidate has provided evidence that clearly and directly relates to the question. The example(s) used are thorough and have direct relevance to the role of Chief Finance Officer.

EXERCISE

You are provided with a report on the Draft Budget Proposal for 2018/19 which went to the Strategic Finance Board on 20th November 2017.

You have 30 minutes to consider the above and prepare a verbal briefing for the Commissioner on the key significant threats and risks within the information provided.

Select one element of the Investments Bids received and explain how this will be communicated to the public.

You will have 15 minutes to brief the Commissioner and address any questions from the Panel. You may take any notes you wish into the meeting to assist you.

Question designed to assess following skills/experience:

- Decision making
- Managing performance
- Professionalism
- Serving the public

▪ **EXERCISE**

NOTES	
Score	

Interview Recording Sheet

Question 1:

What are the effective components of good governance?

- What is your understanding of how the financial governance in both the Force and OPCC should be undertaken?
- How would you go about delivering efficient and effective financial management?

Question designed to assess following skills/experience:

- Decision-making
- Managing Performance
- Serving the Public

Model answer would include:

- A clear understanding of the role
- Providing clear, factual advice and guidance which takes into account all factors
- Ability to take tough decisions openly and fairly;
- Communication and planning skills;

Score

NOTES

Interview Recording Sheet

Question 2:

Do you see any tension between value for money obligations and being accountable for providing an efficient and effective service to the public?

- What would be your approach to supporting the PCC in securing Value for Money and meeting the Police and Crime Plan Priorities?
- How would you approach the challenge of delivering Value for Money?
- What factors would you take into account in determining whether the financial reserves are appropriate?
- What action would you propose if the reserves were deemed to be too high?

Question designed to assess following skills/experience:

- Strategic decision-making;
- Leading the workforce;
- Managing performance;
- Serving the public.

Model answer would include:

- Demonstrative experience of good, sustainable financial management;
- Value base around honest , integrity and public accountability;
- Ability to communicate and engage with senior leaders and the public.

Score

NOTES

Interview Recording Sheet

Question 3:

What has been the greatest professional challenge in your career to date? What were your guiding principles and values in overcoming this challenge?

- What are your strengths and weaknesses?
- How do you motivate people?

Question designed to assess following skills/experience:

- Professionalism;
- Working with others;
- Managing performance;
- Decision-making.

Model answer would include:

- Willingness to take personal responsibility;
- Ability to self-analyse and self-critique;
- Demonstrate an ability to deal with challenging situations and make tough decisions.

Score

NOTES

Interview Recording Sheet

Question 4:

Describe the relationship that you would like to have with the Chief Constable's CFO and how you would achieve this.

- Please tell us of a time where you have managed a situation where there were differing views.
- How did you negotiate a way forward?
- What did you learn from the situation?

Question designed to assess following skills/experience:

- Professionalism;
- Working with others;
- Managing performance.

Model answer would include:

- Ability to develop, promote and maintain effective working relationships;
- Integrity, professionalism and moral courage;
- Ability to work and contribute as part of a team to deliver the vision.

Score

NOTES

Interview Recording Sheet

Question 5:

What do you see as the key benefits and disadvantages of collaboration?

- How would you identify and approach opportunities?
- How would you measure the success of collaborations?
- Where do you see potential collaboration opportunities for Dyfed Powys Police and is such collaboration limited to the Public Sector?

Question designed to assess following skills/experience:

- Working with Others;
- Serving the Public;
- Leading Change.

Model answer would include:

- Understanding of the influencers of partnership engagement;
- A commitment and enthusiasm towards partnership working and collaboration;
- Awareness of minority groups and how to engage with them;
- Strong, adaptable communication skills;
- Understanding the vision and how commissioning can support its delivery.

Score

NOTES

SUMMARY

	SCORE
Exercise	
Question 1	
Question 2	
Question 3	
Question 4	
Question 5	
GRAND TOTAL	

GENERAL COMMENTS:

SIGNED: DATE:

(Please note: This Form is to be completed and returned for record keeping and candidate feedback purposes to the Chief of Staff immediately after the interview process has been concluded).