

## **WEST MERCIA POLICE AND CRIME PANEL**

### **11 JULY 2022**

## **CONFIRMATION OF THE CHIEF EXECUTIVE OFFICER**

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### **Recommendation**

- 1. It is recommended that the Police and Crime Panel considers the Police and Crime Commissioner's preferred candidate, Gareth Boulton, for the role of Chief Executive and Monitoring Officer to the Police and Crime Commissioner.**

### **Executive Summary**

2. The purpose of this report is to enable members of the Police and Crime Panel (PCP) to consider the Police and Crime Commissioner's (PCC) proposed permanent appointment of a Chief Executive and Monitoring Officer.
3. In doing so, the panel must satisfy itself that the preferred candidate selected by the PCC has the professional competence to undertake the role and has significant personal independence to be able to act operationally independently of the PCC.
4. The report provides an overview of the appointment process that was undertaken between May and June 2022 by the PCC to select the preferred candidate.

### **Introduction and background**

5. This appointment is a statutory requirement arising from the former post holder, Andy Champness, leaving the organisation in March 2022.
6. The PCC must under the Police Reform and Social Responsibility Act 2011 (Act) notify the PCP of the preferred candidate for appointment as Chief Executive Officer. Schedule 1 of the Act states that the PCC must provide the following information:
  - a) The name of the person whom the PCC is proposing to appoint;
  - b) The criteria used to assess the suitability of the candidate
  - c) Why the candidate satisfies these criteria; and
  - d) The terms and conditions on which the candidate is to be appointed.
7. Also provided for the PCP's consideration are:
  - i) The recruitment, application and interview process;
  - ii) The candidate recruitment pack including the role profile and person specification;
  - iii) The criteria used for assessment;

- iv) CV / covering letter of the preferred candidate.

## **Issues for Consideration**

### **Advertisement**

8. The role of Chief Executive Officer was advertised between the 12th May 2022 and 6th June 2022 by Gatenby Sanderson, a well-established recruitment agency, specialising in the public and not for profit sectors. The agency conducted a robust search exercise including media and social media advertising. The vacancy was also advertised on the PCC's own website and social media channels.

### **Role Profile and Person Specification**

9. The role profile is a key document in the appointment process. It sets out clearly the expectations and requirements of the role. Prior to advertisement, the role profile was amended to include the additional line management of the Head of Estates as a result of the Estates function moving in house from 1 April 2021. The revised role profile approved by the PCC, was included as part of the candidate recruitment pack, attached at **Appendix A**.

### **Selection process**

10. Prospective candidates were required to submit a tailored CV setting out their work history (paid or voluntary), responsibilities and achievements as they relate to the role, along with a covering letter setting out their experience against the person specification. These had to be submitted to GantenbySanderson by the closing date of 6th June.
11. GatenbySanderson made recommendations as to which candidates were suitable for initial shortlisting and were then responsible for holding a preliminary interview via video link with the relevant applicants. They subsequently provided advice to the Commissioner which enabled him to finalise a shortlist of candidates to progress to the final stage of the selection process.
12. The final stage of the selection process took place at Sixways Stadium, Worcester, on Thursday 30th June 2022. The selection process comprised a presentation and questioning by a Partnership Panel. Candidates were also asked to lead a discussion with an Appointment Panel, followed by further questions.
13. The Appointment Panel comprised:
- John Campion (PCC for West Mercia)
  - Tracey Onslow (DPCC for West Mercia)
  - Bal Jacob (Head of People and Organisational Development (HR), West Mercia Police)
14. The Partnership Panel comprised a number of senior representatives from a range of West Mercia partners (Fire and Rescue Services, Police, Crown Prosecution Service, Local Government and a Victims Charity), supported by a senior HR

professional. The views of the Partnership Panel were fed back to the Appointment Panel prior to the Appointment Panel's deliberations.

### **Criteria used for selection**

15. Each candidate was asked to lead a 10-minute discussion without aids with the Appointment Panel based on "*Using good governance to deliver all aspects of 'The Safer West Mercia Plan'*". All candidates were then asked a consistent set of agreed questions. The questions probed the candidates' suitability in the following areas:
  - Ensuring staff within the Office of the Police and Crime Commissioner are inspired, motivated, engaged and developed and balanced against any wellbeing needs (Question 1)
  - Maintaining an effective and robust relationship with the Police and Crime Panel (Question 2)
  - Supporting the PCC in scrutinising the performance of West Mercia Police (Question 3)
  - Innovating to improve public confidence in West Mercia (Question 4)
  - Demonstrating grip and accountability through effective performance management, whilst driving continuous improvement (Question 5)
  - Commitment to inclusion (Question 6)
16. Attached at **Appendix B** is a copy of the questions asked of the candidates by the Appointment Panel.
17. A copy of the presentation topic and the questions asked by the Partnership Panel is attached at **Appendix C**.
18. For both Panels each question was scored against the standard six-point scale used across policing. The candidate had to meet or exceed an acceptable standard (at least 3 out of 6 on that standard scale on each question). A copy of the scoring criteria is attached at **Appendix D**.
19. At the end of this process Gareth Boulton was selected as the preferred candidate. Please refer to **Appendix E** for their CV / covering letter. Please note that Appendix E is an exempt item and not for publication.

### **Preferred Candidate – Gareth Boulton**

20. The Person Specification in the Candidate Pack sets out the criteria required for the role. Gareth's covering letter and CV is attached, but a summary of how Gareth meets these criteria is set out below under the person specification headings.

#### Qualifications / training

21. Gareth has achieved a BA with Honours in Broadcast Journalism and holds a Strategic Management and Leadership Level 7 Diploma.

### Knowledge / skills / ability

22. Gareth has held senior roles within the OPCC, most recently as acting Chief Executive. His current substantive post is Deputy Chief Executive.
23. During the interview process Gareth articulated a clear focus on achieving outcomes through effective processes and structures, whilst inspiring and motivating the OPCC staff to help deliver them.
24. Gareth has a proven track record of working in a political environment and showed in both interview and his application a high level of political awareness.
25. Gareth demonstrated in interview a substantial commitment to partnership working, effectively articulating his approach to working with partners to deliver the outcomes set out in the Safer West Mercia Plan.

### Experience / track record

26. Gareth is a long standing member of the OPCC management team, having progressed to Deputy Chief Executive.
27. Gareth demonstrated in his application and at interview a clear and personal commitment to inclusion.
28. Gareth has a track record of working collaboratively, influencing others and system level thinking.

### Other

29. Gareth has shown a commitment to continuous personal development, both in interview and by the fact he has achieved a post graduate diploma.
30. In Gareth's current role he has shown he is committed to working flexibly and travelling as required.

### **Terms and Conditions of appointment**

31. The Chief Executive Officer post salary is £95,000 per annum.
32. The post holder will be eligible to enrol in the Local Government Pension Scheme. Expenses and business mileage costs incurred in connection with the role will be reimbursed.

### **Supplementary Information**

33. The following supplementary information is included as part of this report:

- Appendix A – Candidate Pack including the Job description and Person specification
- Appendix B – Appointment Panel Questions
- Appendix C – Partnership Panel Questions
- Appendix D – Scoring Criteria
- Appendix E – Gareth Boulton CV / covering letter **EXEMPT**