



[REDACTED]

06 June 2016

Dear [REDACTED]

[REDACTED]

Thank you for your request for information which has been considered under the terms of the Freedom of Information Act 2000.

In your e-mail you asked for the following information in relation to the Boundary Commission for England's recent recruitment campaign for twenty-one assistant commissioners to support the 2018 Review of UK parliamentary constituencies:

- "1. The names and professional qualifications of those who comprised the shortlisting panel.
2. The criteria applied by that panel when deciding whom to shortlist for interview."

The shortlisting panel for this recruitment exercise consisted of Sam Hartley the Secretary to the Boundary Commission for England Secretary and Tony Bellringer the Deputy Secretary. The Commissioners were content to delegate the sifting process due to the experience and knowledge these members have of how a constituency review process works, particularly in relation to effective working of teams consisting of both executive staff and non executive assistant commissioners (gained directly from working on the previous review). Both have careers spanning multiple public bodies, and are therefore very familiar with the need to recognise and give due weight to transferable skills, as well as any immediately obvious relevant experience. In addition, the Secretary to the Commission has previously run and shortlisted board-level appointments for previous employers, and the Deputy Secretary was a member of the selection panel for assistant commissioners at the last boundary review.

The shortlisting scoring method used for this recruitment exercise is as follows:

- 0 is "Not met";
- 1 is "Evidence provided part meets the requirements of this post";

- 2 is “Evidence provided fully meets the requirements of the post;
- 3 is “Evidence provided exceeds the requirements of the post”.

Each of the essential criteria was scored using this method. As a reminder the six essential criteria were as follows:

1. Integrity and independence of mind;
2. Ability to explain procedures, and produce clear and succinct analyses and evidence-based recommendations, both orally and in writing;
3. Ability to inspire respect and confidence, and to maintain authority when challenged, particularly in a public hearing context;
4. Ability to treat everyone with respect and sensitivity whatever their background and to demonstrate patience, courtesy and tact when dealing with the general public;
5. Ability to work accurately at speed and under pressure, quickly absorbing detail, and analysing large quantities of information objectively;
6. Ability to work well as part of a team with the BCE’s Secretariat and one or more other Assistant Commissioners.

If you have any queries about the content of this reply please contact me direct quoting the above reference number in the communication.

Under the provisions of the FOI Act if you are dissatisfied with the response provided you may ask for an internal review. The BCE has a reciprocal arrangement with the Boundary Commission for Wales and in this instance you should write to:

The Secretary to the Boundary Commission for Wales,  
Ground Floor,  
Fitzalan Court,  
Cardiff,  
CF24 0BL.

If it transpires you are not content with our response or the internal review, you may apply directly to the Information Commissioner for a decision. Generally, the Information Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the BCE. The Information Commissioner can be contacted on:

The Office of the Information Commissioner,  
Wycliffe House,  
Water Lane,  
Wilmslow,  
Cheshire,  
SK9 5AF

Yours sincerely

Chris Wilcox

Information Manager.

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