

INFORMATION PACK FOR THE POSITION OF CHIEF CONSTABLE





Dear Applicant

Thank you for your interest in becoming the Chief Constable of Dorset.

Dorset is one of the highest performing police services in the UK and is rated 'good' overall by HMICFRS. We have the twelfth lowest crime rate in England and Wales, supported by very good and consistent levels of public confidence.

Despite this, I am cognisant of the present and future challenges and wish to appoint a Chief Constable who shares my full commitment to continuously improving our policing service, and who recognises that policing is at its most effective when the community and the police work together.

As Police and Crime Commissioner, I have the privilege of being the representative voice of Dorset residents, and they deserve an exceptional and proven leader who will build on past successes, deliver the priorities as set out in my Police and Crime Plan, and drive the Force towards being 'outstanding'.

From me, you will have a partner who will provide challenge, direction and support without bleeding into operational matters. Together we can tackle some of the complex and high harm issues impacting policing, developing further a shared culture of innovation and transformation, not only across our respective teams, but across the wider partnership landscape.

If you share this ambition, and desire to lead a well-regarded and high-performing force then I encourage you to speak with my Chief Executive, Simon Bullock, in the first instance on simon.bullock@dorset.pnn.police.uk or 01202 229082.

I hope that this information pack is useful in supporting your application, and I look forward to receiving your application by 4th January 2019.

A handwritten signature in black ink, which appears to read 'Martyn Underhill'. The signature is fluid and cursive, with a small horizontal line at the end.

Martyn Underhill

Police and Crime Commissioner for Dorset

ROLE PROFILE

POST TITLE:

Chief Constable

LOCATION:

Police Headquarters, Winfrith

ACCOUNTABLE TO:

Police and Crime Commissioner

FUNCTION:

The Chief Constable is responsible for the direction and control of Dorset Police

CORE RESPONSIBILITIES:

- Managing the Organisation
- Managing and Developing People
- Community Safety
- Police Operations
- Marketing and Communications
- Investigations
- Personal Responsibility

CORE BEHAVIOURAL AREAS:

- Leadership
- Working with Others
- Achieving Results

ROLE SUMMARY

- To make Dorset safer; and to make Dorset feel safer
- To uphold the Force values and behaviours
- To lead the strategic management of the Force, including the Policing Vision
- To undertake a leading role in the corporate and strategic development of the Force to ensure productivity, value for money and organisational effectiveness
- To undertake a key role in promoting strategies that ensure a customer focused service and high levels of public confidence
- To ensure the Force has effective engagement and communication with the public
- To promote equality, diversity and human rights in the Force's working practices and in the provision of policing services
- To promote the highest levels of professional conduct in the Force
- To oversee the development, implementation and review of Force policies and strategies
- To lead and command operational incidents and events as necessary
- To act as Force Gold Commander, participating in the Chief Officer on-call rota
- To act as Force media spokesperson where appropriate
- To represent the Force's interests at a local, regional and national level
- To undertake regional and national responsibilities as part of NPCC portfolios as required
- To contribute to the professional development of key members of staff
- To provide professional advice to the Police and Crime Commissioner so that he/she remains informed and is able to fulfil his/her functions
- To undertake such other tasks, commensurate with rank of Chief Constable as the Police and Crime Commissioner shall specify

QUALIFICATIONS, SKILLS AND EXPERIENCE REQUIRED

- Held rank of Assistant Chief Constable/Commander or a more senior rank in a UK Police Force (or have held on of the designated roles if appointed from overseas)
- Successful completion of the Senior Police National Assessment Centre and the Strategic Command Course
- Authorising Officer Training
- Wide-ranging law enforcement experience
- Experience of operating at a strategic level to manage and develop the organisation
- Experience of leadership across a range of operational and organisational policing functions
- Relevant operational experience with evidence of the effective management of critical and major incidents
- Evidence of drive and the ability to deliver high levels of performance
- Evidence of a commitment to community and customer focus at a senior leadership level
- Effective change management experience
- Evidence of continuing professional and personal development



COMPETENCY, VALUES AND BEHAVIOURS PROFILE

The post demands a balanced mix of competencies which are drawn upon in a variety of combinations according to circumstances.

These will need to be exercised at a consistently high level to enable the postholder to achieve results. The Police and Crime Commissioner has adopted the following competency requirements, which are based on the force values and behaviours:

- Strategic Perspective
- Community and Customer Focus
- Openness to Change
- Effective Communication
- Negotiation and Influencing
- Problem Solving
- Maximising Potential
- Planning and Organising
- Respect for Diversity
- Personal Responsibility
- Team Working
- Resilience



KEY ACTIVITIES AND PERFORMANCE INDICATORS

The postholder will have the following core responsibilities and be expected to effectively deliver the associated key activities:

- Managing the Organisation
- Managing and Developing People
- Community Safety
- Police Operations
- Investigation
- Marketing and Communications
- Personal Responsibility

COMMUNICATIONS AND WORKING RELATIONSHIPS

- Chief Officers
- Other police officers and police staff at all levels, special constables and volunteers
- Police and Crime Commissioner and officers of the OPCC
- Home Office, HMICFRS, partnerships with local authorities, criminal justice agencies and other partners, the private sector, special interest groups, voluntary organisations
- Regional and national NPCC committees and other working groups
- Members of the public and community groups and representatives
- Staff Association and Trade Union representatives

TERMS OF APPOINTMENT AND MAIN CONDITIONS OF SERVICE

Police Acts, Police Regulations and Determinations

- 1.1 The appointment of Chief Constable will be made in accordance with the provisions of the Police Acts, Regulations and Determinations, and any other relevant legislation, and will be subject to a Confirmation Hearing by the Dorset Police and Crime Panel.

Qualifications

- 1.2 Candidates must be police officers, with suitable qualifications.

Salary

- 1.3 The annual salary grade for the post is £156,958 per annum, in accordance with the Police Negotiating Board agreement on pay and conditions of chief police officers and subject to a Confirmation Hearing. Within the discretion available to the Police and Crime Commissioner, the salary offered incorporates a 10% variation above the relevant chief constable salary spot rate for which the relevant determinations are awaited. Salary is paid on the last working day of each month.

Working Location

- 1.4 The majority of work will be carried out from Force Headquarters, Winfrith. However, the nature of the role will also require travel throughout Dorset, the south west region and nationally. This may on occasions include periods of time spent working at other locations around the country.

Working Hours

- 1.5 The post holder will be contracted to work 40 hours per week. However, the postholder will have responsibility for representing the service and meeting statutory and operational requirements, often at short notice, which may require working additional hours from time to time. The role will require evening and weekend working including attending meetings and events when required. There is a requirement to be contactable 24 hours per day when acting as the designated Chief Police Officer.

Holiday

- 1.6 The postholder is entitled to leave in accordance with Police Regulations.

Benefits

- 1.7 All Chief Officers with Dorset Police contracts are entitled to a Force provided car for business and personal use where the capital cost of the car to the Force does not exceed £33,500. The capital cost is reviewed annually. The Chief Officer Scheme also provides for a non-pensionable 'cash alternative' of £7,500 should the Chief Officer provide and use their own car for private and business use. In such cases, the individual would become responsible for all costs associated with the provision and use of the vehicle with the exception of fuel for business mileage which would be reimbursed at the HMRC fuel only rates.
- 1.8 The Office of the Police and Crime Commissioner will meet the cost of NPCC membership fees, and the individual member's fees of CPOSA and the cost of the annual legal protection insurance cover provided by CPOSA.

- 1.9 A Health Check is provided to Chief Officers annually for those over 50 and biennially for those under 50. There is also access to the services of a consultant clinical psychologist.

Housing Allowance

- 1.10 A Replacement Allowance will be payable in accordance with Police Regulations.

Removal/Relocation Expenses

- 1.11 The Office of the Police and Crime Commissioner will pay removal/relocation expenses in accordance with Regulation 35, provided this meets an expectation of reasonableness.
- 1.12 Payment is dependent on the accommodation to which the officer is moving being within the County of Dorset or, provided the prior consent of the Police and Crime Commissioner has been given, outside the County but within a reasonable commuting distance of Dorset Police Headquarters.

Superannuation

- 1.13 Superannuation contributions will be deducted at the rate specified in the Police Pension Regulations.

Pre-employment Checks

- 1.14 Any conditional offer of employment will be subject to successful completion of various pre-employment checks including a medical assessment, security and reference checks. These must all be deemed as satisfactory by Dorset Police. A formal offer of appointment will not be made until **all** of the above pre-employment checks are satisfactorily completed.

Whole-time Service

- 1.15 The successful candidate will be required to devote his/her whole-time service to fulfilling the duties of the office of Chief Constable and shall not take up any other additional appointment or undertake a business interest without the prior written consent of the Police and Crime Commissioner.

Term of Appointment

- 1.16 The successful candidate will take up the appointment for a fixed term, to a date exactly one year after the Police and Crime Commissioner elections currently scheduled for 7 May 2020. Any extension(s) to that term shall require the approval of the Police and Crime Commissioner.

Period of Notice

- 1.17 The appointment is subject to 3 months' written notice or such shorter notice as may be accepted by the Police and Crime Commissioner.

Smoking at Work

- 1.18 A no smoking policy is in operation in all offices and other areas of Force premises.

SELECTION PROCESS

The process of selecting a Chief Constable will be carried out in accordance with the College of Policing guidance on the appointment of Chief Officers.

Completed application forms should be sent by email to pcc@dorset.pnn.police.uk by 5pm on Friday 4th January.

The Appointment Panel will be chaired by the Police and Crime Commissioner, will include an independent member, and will be as follows (area of focus in brackets):

- Police and Crime Commissioner, Dorset (policing and crime);
- Chief Executive Designate, Dorset Council (partnerships);
- Independent Chair, Bournemouth, Poole and Dorset Local Safeguarding Children Boards (vulnerability, safeguarding); and
- Chair, Independent Audit Committee (finance).

In addition, the Chief Executive to the Police and Crime Commissioner, supported by the College of Policing, will advise the Panel.

The Chair of the Dorset Police and Crime Panel will attend the shortlisting and interview phase in an observer capacity.

SELECTION DATES

14 December 2018	Recruitment opens
4 January 2019	Recruitment closes
11 January 2019	Shortlisting
18 January 2019	Interviews and Assessments
1 February 2019	Police and Crime Panel Confirmation Hearing

ABOUT DORSET

Dorset is a beautiful county in the south of England bordering Wiltshire, Hampshire, Devon and Somerset. The county town is Dorchester but other notable towns include the holiday resorts of Bournemouth, Poole, Lyme Regis, Swanage and Weymouth (venue of the 2012 Olympic sailing events).

Living in Dorset ranges from the traditional and tranquil to the modern and urban. By rail, London is just two hours away; by sea, France is a short hop across the Channel; and Bournemouth International Airport also offers flights all over the globe.

It is very rural and over half the county has been designated an Area of Outstanding Natural Beauty.

Dorset contains a large section of the Jurassic Coast – a World Heritage site and haven for fossil collectors. This section of coastline is home to the striking landmarks of Durdle Door, Lulworth Cove, Old Harry Rocks, the Isle of Portland and Chesil Beach.

The area also offers fantastic food and drink and a thriving music and arts scene. Dorset is a county that has something for everyone.





POLICE AND CRIME COMMISSIONER FOR DORSET

Force Headquarters

Winfrith

Dorchester

Dorset

DT2 8DZ