



SCOTTISH POLICE
AUTHORITY
ÙGH DARRAS POILIS NA H-ALBA

Assistant Chief Constable Information Pack 2022



EXCEPTIONAL LEADERS SOUGHT FOR POLICE SCOTLAND

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Martyn Evans
Chair,
Scottish Police Authority

A MESSAGE FROM THE CHAIR OF THE SCOTTISH POLICE AUTHORITY

Thank you for your interest in joining Police Scotland as an Assistant Chief Constable.

The Scottish Police Authority is looking for experienced and skilled police professionals to join Police Scotland's leadership team.

These are significant leadership roles at the second largest police force in the UK, with a workforce of 23,000, a budget of more than £1.3 billion and serving a population of more than 5 million people.

Police Scotland is at the heart of keeping people safe and ensuring the wellbeing and protection of Scotland's diverse communities. We have proud traditions and values and a highly committed workforce. Public trust and confidence in policing in Scotland is high. Almost 10-years on from establishing the single service in Scotland we have an immensely strong platform to build upon.

We are seeking leaders with energy and ideas to continue to strengthen and improve policing during a financially challenging period. You will be a resilient leader who can drive and deliver excellence in policing and work collaboratively and creatively with others to deliver better public services.

If you think you have the skills, capability and commitment required, I would encourage you to consider applying to join the leadership team of Police Scotland as an Assistant Chief Constable.



Sir Iain Livingstone QPM
Chief Constable

A MESSAGE FROM THE CHIEF CONSTABLE

Thank you for your interest in joining the leadership team at Police Scotland.

As an Assistant Chief Constable you will be responsible for a significant portfolio. You will support me as Chief Constable and report to one of my four deputies, each of whom has wide ranging responsibilities.

Police Scotland was established on 1 April 2013. We are the second largest service in the United Kingdom, with 23,000 officers and staff working together for the people of Scotland across a unique range of urban, rural, island and remote communities.

This is an opportunity to take a key role in an organisation which has stability and ambition. Public service lies at the heart of our mission and values and you will lead the implementation of improvement plans to enable officers and staff to serve our communities.

Your leadership will be crucial in driving work to meet our priorities, upholding and embedding our core values and behaviours to build an effective, inclusive and representative Service.

Police Scotland and its leaders are rightly subject to intense public scrutiny. At a personal level, the role of Assistant Chief Constable is high profile and very demanding, requiring resilience and commitment.

The successful applicants will enhance a focused organisation with a shared mission and purpose to improve the safety and wellbeing of people, places and communities in Scotland.

ASSISTANT CHIEF CONSTABLE OF POLICE SCOTLAND

Salary: £130,729

The Scottish Police Authority (SPA) is seeking Assistant Chief Constables to join Police Scotland, the second largest police service in the UK with a workforce of more than 23,000 police officers and staff and a budget of more than £1.3 billion.

Police Scotland is a rights based organisation that puts the values of integrity, fairness, respect and a commitment to human rights at its heart. It serves a population of more than five million people, in diverse cities and towns and across rural and island communities. Police Scotland has a wide-ranging statutory purpose to improve the safety and wellbeing of people, places and communities across Scotland.

You will work, in support of the Chief Constable, to build on the proud history and achievements of Scotland's police service and play a major part in shaping the future of policing in Scotland.

Working with colleagues, partners and stakeholders, you will make an excellent contribution to the nation's social and economic wellbeing through the delivery of innovative, effective and efficient public services.

As a role model for the values of Police Scotland you will contribute to our continuing programme of transformation and demonstrate exemplary leadership in our partnerships and through our continuing journey of change.

You will have excellent skills in relationship building, influencing and communication, and you will be able to inspire and motivate others. You will be a collaborative leader who thrives on challenge and complexity and will be confident and resilient in dealing

with high levels of scrutiny and accountability. This is one of the most significant, challenging and rewarding police leadership roles in the UK which offers an unparalleled opportunity to make a positive difference to peoples' lives and to help shape Scotland's future.

We are committed to developing a diverse workforce and to promoting an organisational culture where everyone is treated with integrity, fairness and respect. We particularly welcome applications from groups currently under-represented in Police Scotland in order to better serve our diverse communities.

For further information and an application pack please visit www.spa.police.uk

THE SCOTTISH POLICE AUTHORITY

The Police and Fire Reform (Scotland) Act 2012 created the Scottish Police Authority (SPA/Authority) and set out its five core functions:

- to maintain the Police Service;
- to promote the policing principles set out in the 2012 Act;
- to promote and support continuous improvement in the policing of Scotland;
- to keep under review the policing of Scotland;
- to hold the Chief Constable to account for the policing of Scotland.

The Authority consists of a Board of up to 15 non-executive public appointees, selected by Scottish Ministers with a range of professional backgrounds and experiences. The Board is supported by an Executive team of circa 50 staff. The Authority's Chief Executive is the principal adviser to the Board and also the Accountable Officer to the Scottish Parliament for the £1.3 billion police budget.

These five functions demonstrate the dual, integrated responsibilities of the Authority: its oversight role in scrutinising policing in Scotland and holding the Chief Constable to account; and its supportive role in maintaining and improving the police service.

The Authority is also responsible for Scotland's 500-strong crime scene-to-court forensic service and for maintaining a 140-strong network of volunteer independent custody visitors.

The Authority aims to increase public trust and confidence in the policing of Scotland in the way it carries out its functions and through the quality of its governance arrangements. As a public body, the Scottish Police Authority is committed to the highest standards of openness and transparency in the way it conducts business and takes decisions.

The Authority appoints Police Scotland's senior officers (Assistant Chief Constable and above) and assesses complaint and conduct issues related to senior officers.

Closing date: Sunday 8 January 2023



©Scottish Women's Development Forum

POLICE SCOTLAND

Police Scotland was formally established on 1 April 2013 and is responsible for policing across the length and breadth of Scotland.

The creation of Police Scotland was one of the biggest public service reforms since the Scottish Parliament was established in 1999. Police Scotland's statutory purpose is to improve the safety and wellbeing of people, places and communities across Scotland. The policing principles outlined in the Police and Fire Reform (Scotland) Act 2012 state that the service must work in collaboration with others where appropriate and seek to fulfil its purpose in a way that is accessible to, and engaged with local communities and also promotes measures to prevent crime, harm and disorder.

There are 13 local policing divisions, each headed by a Chief Superintendent who ensures that local policing in each area is responsive, accountable and tailored to meet local needs. Each division encompasses response officers, community officers, local crime investigation, public protection and local intelligence.

The local policing divisions are supported by national specialist divisions. The Specialist Crime Division (SCD) provides investigative

and intelligence functions such as Major Crime Investigation, Public Protection, Organised Crime, Counter Terrorism, Intelligence and Safer Communities.

The Operational Support Division (OSD) provides specialist support functions such as Road Policing, Firearms, Public Order, Air Support, Marine Policing, Dogs and Mounted Branch, as well as Emergency and Events Planning. These national divisions ensure every community in Scotland has access to specialist policing services.

Calls from the public are handled by our Contact, Command and Control Division with Area Control Rooms at four locations across the country which deploy resources.

Our people are supported by corporate functions including People and Development, Finance and Corporate Communications. The headquarters of Police Scotland are located in Tulliallan, Fife, which is also home to the Scottish Police College.

Police Scotland has established a reputation for successfully and safely policing major international events, including the Glasgow 2014 Commonwealth Games and the United Nations 26th Conference of the Parties (COP26) climate change summit in 2021.

Since 2013, frontline services have been maintained and enhanced, and communities across the country now have equal access to a range of specialist policing services. During this period, Police Scotland has been at the forefront of UK policing, setting a benchmark for evidence-based policing tactics and strategies, responding flexibly to diverse local communities, and working collaboratively with local authorities and others. The challenge now is to build on the achievements of the last decade by accelerating the pace of change to ensure that Police Scotland can continue to meet the needs of a changing Scotland.

The financial challenges facing the public sector make this challenge more acute. The challenge is significant, and learning from experiences across the UK and internationally will be critical. The Authority and Police Scotland set out a direction for policing in our Strategic Police Plan which is amongst the most ambitious of any public service in the UK. This strategy is currently being reviewed.

You can find out more about Police Scotland at www.police.scotland.uk

ROLE PROFILE

JOB TITLE: Assistant Chief Constable, Police Scotland

Assistant Chief Constables of Police Scotland support the Chief Constable to deliver policing in Scotland in accordance with the policing principle:

"That the main purpose of policing is to improve the safety and wellbeing of persons, localities and communities in Scotland, and that the Police Service, working in collaboration with others where appropriate, should seek to achieve that main purpose by policing in a way which is accessible to and engaged with local communities, and promotes measures to prevent crime, harm and disorder."

KEY RESPONSIBILITIES

Assistant Chief Constables are required to be visible and inspirational leaders with considerable operational experience to:

- maintain and improve local service delivery through highly effective leadership and support to local command teams;
- lead delivery in their areas of responsibility of reforms which implement Police Scotland's strategic plan, including through

improving performance, increasing efficiency and delivering financial savings;

- deliver equal access to specialist support and national capacity;
- strengthen the connection between policing and communities;
- provide clear direction and ethical leadership in delivering policing, to police officers and staff, proactively demonstrating and reinforcing values of fairness, integrity and respect in all that they do;
- demonstrate personally, the highest standards of professionalism and public service; and
- work in strategic partnership with other agencies including local authorities, community planning partnerships and national and international partners to deliver improved outcomes for the people of Scotland.

The full range of statutory duties for the post of Assistant Chief Constable can be found in the [Police and Fire Reform \(Scotland\) Act 2012](#) and includes planning, assessing performance and securing best value.

PERSON SPECIFICATION

QUALIFICATIONS AND TRAINING

The applicant must:

- hold or have held substantively the rank of Superintendent or above in a relevant police force or policing organisation, as defined in the regulations, for at least two years; and
- have successfully passed Senior Police National Assessment Centre (SPNAC); and
- have successfully passed a relevant police Strategic Command Course (SCC), organised by the College of Policing, or equivalent.

ESSENTIAL CRITERIA

The successful candidate must demonstrate:

- strong experience in leadership and management within a policing organisation, including substantial and challenging command of police officers and police staff at senior level;

- significant experience of commanding policing within a complex operational environment;
- a successful record of leading change and continuous improvement, including driving a high quality of service, achieving efficiencies and financial savings;
- the ability to build trusting relationships and partnerships with colleagues and with other organisations in order to deliver outcomes which no single agency can achieve alone; and
- extensive senior management experience, including a record of promoting equality, fairness, respect and trust and of building and motivating teams which achieve more than the sum of their parts.

KEY COMPETENCIES

The successful candidates will be expected to demonstrate and evidence a high level (Level 3) of competence and effectiveness against the six competencies detailed within the Police Scotland [Competency and Values Framework](#) (further details of which are set out in the accompanying application guidance note):

1. We are emotionally aware
2. We take ownership
3. We are collaborative
4. We deliver, support and inspire
5. We analyse critically
6. We are innovative and open-minded

SALARY AND CONDITIONS OF APPOINTMENT

STARTING SALARY

The salary for this office will be £130,729 and there will be no bonus payable. Salary is paid on a monthly basis.

TERMS OF APPOINTMENT

The appointment will be in accordance with the [Police Service of Scotland Regulations 2013](#) made under the [Police and Fire Reform \(Scotland\) Act 2012](#). An appointment cannot be confirmed until the successful candidate is certified medically fit by the medical advisor and necessary security clearance checks are complete.



RECRUITMENT PROCESS

WORKING LOCATION

The majority of the work will be carried out from Police Scotland Headquarters, Tulliallan Castle, Kincardine, Fife FK10 4BE. However, the role will also require travel across Scotland and the wider UK to discharge the duties of the post.

WORKING HOURS

Working hours will be no fewer than 40 hours per week and such as are needed to fulfil the requirements of the post. The post holder 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. There is a requirement to be contactable 24 hours per day when not on leave. This role will require evening and weekend working including attending meetings and events during these times.

HOLIDAY

The post holder is entitled to leave in accordance with [Police Regulations](#).

WORKING DUTY

The post holder must devote the whole of their time to the duties of the office of the Assistant Chief Constable and will not hold any other appointment or engage in other work except with the prior written consent of the Scottish Police Authority.

TERMINATION

Termination is subject to three calendar months' notice in writing by either side.

PENSION

The office holder will be eligible for membership of the Police Pension Scheme.

NATIONALITY

Applicants must be a British citizen, a member of the EU or other states in the EEA, a Commonwealth citizen or a foreign national free of restrictions. You should also have been resident in the UK for a minimum of three years immediately prior to application.

FURTHER INFORMATION

For an informal and confidential discussion about this process, please contact Lynn Brown, Chief Executive, Scottish Police Authority at ExecRecruitment@spa.police.uk.

APPLICATION

Please submit a completed application form along with a short covering letter (no more than 1,000 words). This should demonstrate how your personal skills, qualities and experience provide evidence of your suitability for the role of Assistant Chief Constable and why you have chosen to apply for the role. The accompanying guidance note should be reviewed before completing your application. Both documents should be e-mailed to ExecRecruitment@spa.police.uk.

The deadline for receipt of completed applications is Sunday 8 January 2023.

EQUALITY AND DIVERSITY

The Authority is committed to an appointment process which promotes, demonstrates and upholds equality of opportunity and treatment to all applicants. We are committed to appointment on merit and to diversity and equality in appointments. To assist us to monitor the effectiveness of our equality and diversity practices we would encourage you to complete the accompanying monitoring form. This form will be separated from your application form prior to the selection process.

SELECTION PANEL

The Selection Panel will be chaired by Martyn Evans, Chair of the Scottish Police Authority and will include:

- Sir Iain Livingstone QPM, Chief Constable of Police Scotland
- Katharina Kasper, SPA Board Member
- Sally Loudon, Chief Executive, COSLA

SHORTLISTING

Shortlisting is scheduled for 10 January 2023 and outcome decisions will be available shortly after. All applicants will be kept updated as soon as details are available. Nominated referees for shortlisted candidates will be contacted after applicants have been notified that they are proceeding to interview.

FAMILIARISATION EVENT

A familiarisation visit will be available for interested candidates.



LINKS TO KEY INFORMATION

ASSESSMENT AND INTERVIEW

Psychometric assessment will be sent to shortlisted candidates with a timeline for completion and return.

Shortlisted candidates will be invited to attend a face to face assessment on 16 and 17 of January 2023 at Police Scotland's Training and Recruitment Centre, Jackton.

Accommodation can be provided on site. Please advise on application if this is required.

MEDICAL

The successful candidate will be required to complete a medical assessment. An appointment cannot be confirmed until the successful candidate is certified medically fit by the medical advisor and necessary security clearance checks are complete.

SECURITY CLEARANCE

The successful candidate should expect to be required to obtain security clearance up to DV (Developed Vetting) level if not in place on appointment.

RELOCATION

A relocation package may be available to the successful candidate should they be required to move house as a result of this appointment.

- [Strategic Police Priorities for Scotland](#)
- [Strategic Police Plan](#) (under review)
- [Scottish Police Authority 2022/2023 Budget](#)
- [SPA Annual Report and Accounts 2021-22](#)
- [Police Scotland Code of Ethics](#)
- [Police and Fire Reform \(Scotland\) Act 2012](#)
- [Police Service of Scotland Regulations 2013](#)

