



SCOTTISH POLICE  
AUTHORITY  
ÙGH DARRAS POILIS NA H-ALBA



POLICE  
SCOTLAND  
Keeping people safe  
POILEAS ALBA

# Assistant Chief Constable Information Pack 2024



# EXCEPTIONAL LEADERS SOUGHT FOR POLICE SCOTLAND

04

A MESSAGE FROM  
THE CHAIR

05

A MESSAGE FROM  
THE CHIEF CONSTABLE

07

ADVERT

08

ABOUT THE  
SCOTTISH POLICE  
AUTHORITY

09

ABOUT POLICE  
SCOTLAND

10

ROLE PROFILE

11

PERSON  
SPECIFICATION

12

SALARY AND CONDITIONS  
OF APPOINTMENT

14

RECRUITMENT  
PROCESS

15

LINKS TO KEY  
INFORMATION





# 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 exceptional police leaders to join the leadership team of the UK's second largest police service.**

These are significant leadership roles at the second largest police force in the UK. We have a dedicated workforce of 22,500, a budget of almost £1.5 billion and serve a population of more than 5 million people.

Police Scotland was established in 2013. It is the result of one of the largest and most complex public sector reform programmes of its generation. Creating a single police service in Scotland has delivered consistent and effective policing to all of Scotland's communities with human rights at its core. It has also saved the taxpayer more than £200 million every year – more than double the savings originally anticipated.

In August 2023, His Majesty's Inspectorate of Constabulary in Scotland said Police Scotland was "recognised by many as world-leading" and "an

outstanding operational organisation, able to deal with everything from community issues, through major and complex crimes, to policing challenges and major events."

We are now at a crucial juncture. As an organisation we must pivot to ensure we are responsive to rapidly changing harms and threats. A key priority is developing a policing model that embraces technology, works seamlessly with other agencies, supports our workforce to live and breathe our values and ultimately provides all of Scotland's communities with the police service they deserve.

As we look towards the next important part of our journey, we are seeking senior officers with commitment, energy, and ideas. The successful candidates will be resilient leaders 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.



**Martyn Evans**  
Chair,  
Scottish Police Authority

# A MESSAGE FROM THE CHIEF CONSTABLE

## Thank you for your interest in becoming an Assistant Chief Constable at Police Scotland.

I am looking for exceptional and talented leaders who can motivate a dedicated workforce, build trust and confidence in policing, and drive improvement through the next important phase of Police Scotland's improvement journey.

As Assistant Chief Constable, you will play an important leadership role in delivering for the people of Scotland.

I believe passionately in the value that policing brings to our communities: keeping people safe from harm, protecting the vulnerable, bringing criminals to justice, solving problems and reducing offending. We stand up for and with our communities, which strengthens them, improves their wellbeing and allows them to prosper.

I have placed trust, confidence, and performance at the top of Police Scotland's agenda and our operational focus will be on threat, harm and risk, prevention and problem solving, and the wellbeing of officers and staff.

A decade on from the creation of Police Scotland, we have historically low levels of crime and a highly trusted police service. But we are facing significant budget pressures and the next few years will bring further reform.

Therefore, we must be clear about the demands and challenges we face, prioritise what we do, and work with partners to ensure the services our communities receive is delivered by the right agencies.

I am looking for a leader who can help me deliver my priorities and lead important areas of work on the next stage of policing reform in Scotland.



**Jo Farrell**  
Chief Constable,  
Police Scotland



## ASSISTANT CHIEF CONSTABLE OF POLICE SCOTLAND

Salary: £139,880

The Scottish Police Authority is seeking Assistant Chief Constables to join Police Scotland, the second largest police service in the UK with a workforce of more than 22,500 and a budget of almost £1.5 billion. Police Scotland is a rights-based organisation that puts the values of integrity, fairness, respect and a commitment to upholding 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 the 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 will 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 and offers an unparalleled opportunity to make a positive difference to people's 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 dignity, 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](http://www.spa.police.uk)

Closing date: 12 noon on 19 April 2024  
Interview dates: 29 and 30 May 2024



## ABOUT THE SCOTTISH POLICE AUTHORITY

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

The Police and Fire Reform (Scotland) Act 2012 created the 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 £1.5 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 600 strong crime scene-to-court forensic service and for maintaining a network of volunteer independent custody visitors who monitor the welfare of people detained in custody in Scotland.

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 Authority is committed to the highest standards of openness and transparency in the way it conducts business and takes decisions.

## ABOUT POLICE SCOTLAND

**Police Scotland was 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.

As the second largest police service in the United Kingdom, Police Scotland has a strong commitment to working collaboratively with other police services and law enforcement agencies across the world.

Police Scotland is organised into four portfolios; Local Policing, Crime and Operational Support, Professionalism, Strategy and Engagement and Corporate Support. Each is headed by a Assistant Chief Constable or Deputy Chief Officer.

Within Local Policing, there are 13 divisions, each headed by a Chief Superintendent tasked with ensuring that local policing is responsive, accountable and tailored to meet local needs. Calls for service from the public are handled by the Contact, Command and Control Division at four locations across the country. Criminal Justice Services and Partnership, Prevention and Community Wellbeing activity are also delivered from Local Policing.

Local policing divisions are supported by national specialist divisions within Crime and Operational Support. Specialist Crime Division provides investigative and intelligence functions such as Major Crime investigation, Public Protection, and Counter Terrorism.

Operational Support Division provides specialist support functions such as Road Policing, Firearms, as well as Emergency and Events Planning. These national divisions ensure every community in Scotland has equity of access to specialist policing services.

The Professionalism, Strategy and Engagement Portfolio is responsible for force governance and assurance, professional standards, training, the delivery of strategy and analysis and the Policing Together initiative.

Corporate Support provides people and development services along with force finance and digital and transformation activity.

Police Scotland has established a reputation for successfully and safely policing major national and international events, including the Glasgow 2014 Commonwealth Games, throughout the Covid-19 pandemic, the United Nations 26th Conference of the Parties (COP26) in 2021 and Operation Unicorn in 2022.

The challenge now is to build on the achievements of the last decade by maintaining the pace of organisational change to ensure that Police Scotland can continue to meet the needs of a changing Scotland. The financial challenges facing the public sector makes this challenge more acute. Learning from experience across the UK and internationally continues to 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.scotland.police.uk](http://www.scotland.police.uk)

## ROLE PROFILE

### **JOB TITLE: Assistant Chief Constable, Police Scotland**

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

*“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.”*

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.

### **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.



## 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 either
- have successfully passed Senior Police National Assessment Centre (SPNAC); and successfully passed a relevant police Strategic Command Course (SCC), organised by the College of Policing, or equivalent; or
- be currently participating in Cohort 1 or Cohort 2 of the Police Leadership Programme Stage 5 (Executive Leaders). Candidates who have not completed the programme will be appointed on a temporary basis, pending completion. On completion of the programme, appointments will be confirmed as permanent with no further appointment process.

### 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 candidate 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 £139,880 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.



## 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](#).

## EXPERIENCE

Applicants must hold or have held the rank of Superintendent or above in a relevant police force or policing organisation, as defined in the regulations, for at least two years by 30 May 2024.

## 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.





## RECRUITMENT PROCESS

### 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](mailto:ExecRecruitment@spa.police.uk).

The deadline for receipt of completed applications is 12:00 noon on 19 April 2024.

### EQUALITY AND DIVERSITY

The Scottish Police 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:

- Jo Farrell, Chief Constable
- Tom Halpin, Board Member of the Scottish Police Authority
- Jane Connors, Deputy Chief Constable
- Sally Loudon, Independent Member

Craig Naylor, HM Chief Inspector of Constabulary in Scotland will be an advisor to the panel and observe its discussions with candidates.

### SHORTLISTING

Shortlisting is scheduled for 29 April 2024 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 VISIT

A familiarisation visit will be available for interested candidates before shortlisting. If you are interested in this please contact [ExecRecruitment@spa.police.uk](mailto:ExecRecruitment@spa.police.uk).

### ASSESSMENT AND INTERVIEW

Shortlisted candidates will be invited to participate in a psychometric and personality profile exercise, an operational competence discussion, a stakeholder panel and an interview with the Selection Panel. Final interviews will take place on 29 and 30 May 2024.

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

## LINKS TO KEY INFORMATION

### 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.

### SECURITY CLEARANCE

The successful candidate will be required to obtain security clearance at DV (Developed Vetting) level to be appointed to the role.

In addition, necessary security clearance checks will be completed prior to the appointment being confirmed.

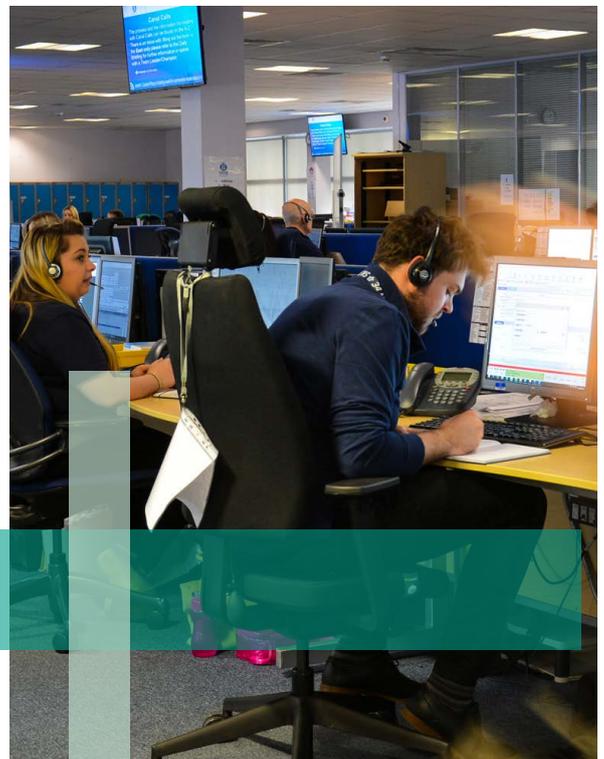
### RELOCATION

A relocation package may be available to the successful candidate should relocation be required because of this appointment.

### FURTHER INFORMATION

For an informal and confidential discussion about this role, please contact Lynn Brown, Chief Executive, Scottish Police Authority at [ExecRecruitment@spa.police.uk](mailto:ExecRecruitment@spa.police.uk).

- [Strategic Police Priorities for Scotland](#)
- [Strategic Police Plan](#)
- [Scottish Police Authority 2023/2024 Budget](#)
- [SPA Annual Report and Accounts 2022/2023](#)
- [Police Scotland Code of Ethics](#)
- [Police and Fire Reform \(Scotland\) Act 2012](#)
- [Police Service of Scotland Regulations 2013](#)





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