

Chief Constable

Candidate Information Pack

Making Wiltshire a safer place
to live, work and visit.

Wiltshire and Swindon

pcc

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“A police service that meets the needs of its **communities**”

Foreword from Philip Wilkinson OBE, Police and Crime Commissioner



My mission since I took office has been to work in partnership with Wiltshire Police to make our county a safer place to live, work and visit. To achieve this, we need a quality policing service which meets the needs of our communities and is trusted by our residents.

As Police and Crime Commissioner, I want to work alongside a police force in which police officers, police staff and police volunteers are delivering a trusted, efficient, policing service that has secured our residents' confidence and, can, therefore, feel proud of themselves.

To support me in achieving this mission, I am inviting applications from all eligible candidates - Assistant Chief Constables, Deputy Chief Constables and Chief Constables - to be considered for the role of Chief Constable.

I am looking for an inspirational leader to lead Wiltshire Police into the future. The right candidate will have a proven track record of delivering high-performing services, of leading organisation change and fighting crime, but also of working in close collaboration with local authorities and partner agencies to deliver effective community safety partnerships and delivering a policing service that our residents want - and deserve. You will be a dedicated, ethical, operationally-experienced and focused leader who can quickly earn the confidence and respect of all of officers and staff - from the executive level to the frontline.

You will place great emphasis on getting the basics right: ensuring our force delivers quality police investigations, improves outcomes and justice for victims, as well as tackling those crimes that matter the most to our communities.

Wiltshire is a relatively large police area, and is surrounded by six neighbouring counties, yet is one of the smallest and the fourth lowest-funded forces in the UK. While having a low-crime reputation, Wiltshire is not a sleepy county with nothing going on. Around 43,000 crimes were recorded per annum, pre-Covid. Wiltshire experiences the same challenges of crime, exploitation, county lines and public confidence issues as the rest of the UK.

Our force, which is the oldest in the country after the Metropolitan Police, covers both urban and rural areas- with market towns and historic monuments such as Stonehenge in its midst. It also has the expanse of the military training area of Salisbury Plain, at its heart, which creates significant communication and logistical challenges.

As the next Chief Constable, you will be responsible for delivering against those unique challenges presented by our geography.

I have been very clear that Wiltshire Police should be free to concentrate on policing – and policing well. My role, and that of my office is to scrutinise, challenge and, once we have agreed the strategic way forward, give the Chief Constable and Force our 100% support. My Police and Crime Plan, Making Wiltshire Safer: Wiltshire and Swindon's Police and Crime Plan 2021-25, is crystal clear in setting the priorities that our communities want their force to focus on.

Myself, and my office, enjoy an effective, open, and robust working relationship with the current Chief Constable and his executive team. Key to our strong relationship is a shared vision and goal: one crime is one too many, and one victim is one too many. Together we want to make Wiltshire safer.

I expect the next Chief Constable to be pivotal in leading their officers, staff and volunteers, to deliver exceptional policing which directly impacts on public trust and confidence. Wiltshire's policing service – under your leadership – will exude professionalism and encourage personal pride in delivering the most effective, efficient, policing service for the public.

Like all police forces across the country, Wiltshire must respond to the challenges of policing in the 21st century - a constantly changing crime picture alongside a tough economic climate. My office and your police force have to continue to deliver a policing and commissioning service to be proud of, while balancing our ambitions and aspirations against the finances and resources available to us.

Wiltshire is one of the lowest-funded forces in the UK and I have been clear in my lobbying of the Prime Minister and successive Home Secretaries that I will continue to fight hard for rural forces to be funded to the same level as their urban counterparts.

Through continued strong leadership, collaborative working with partner agencies and increased engagement with the public, I expect you to relish the opportunity to continue to deliver a policing service which meets the need of its communities.

Please be aware of the key dates set out on the following page, and ensure that, should you be shortlisted, you are available for the dates indicated. Further guidance, and a detailed timetable, is contained later in this candidate recruitment pack.

If you wish to discuss the role, the work of my office or arrange a visit to the police force area, please contact Mr Naji Darwish, Wiltshire OPCC Chief Executive, in the first instance, by phone on **01225 256926** or email **pccrecruitment@wiltshire.police.uk**

I look forward to receiving your application.

Philip Wilkinson
**Wiltshire and Swindon Police
and Crime Commissioner**



Recruitment Timetable / How to Apply

Stage	Date
Chief Constable recruitment opens	3 November 2022
Closing date for applications	25 November 2022 – 12pm
Shortlisting	29 November 2022
Stakeholder panels and interview	13 & 14 December 2022
Police and Crime Panel confirmation	12 January 2023

All eligible candidates - Assistant Chief Constables, Deputy Chief Constables and Chief Constables - are asked to submit a CV (maximum of two A4 pages), and a supporting statement (maximum of two A4 pages) setting out how your knowledge, skills and behaviours demonstrate the values of Integrity and Public Service and the competency of Deliver, Support and Inspire at Level Three from the Competency and Values Framework.

Please email applications to pccrecruitment@wiltshire.police.uk by closing date of **25 November 2022, 12pm.**

The appointment will be offered for a fixed term of five years. The salary set by the Home Office is £151,815 per annum. The PCC has the discretion to vary the salary by up to 10% on appointment (£166,996), this will actively be considered for the right candidate. Detailed terms and conditions can be found later in this document.

Appointment is subject to vetting, medical clearances, provisions of the relevant Police Acts, Regulations and Determinations and a Confirmation Hearing by the Wiltshire Police & Crime Panel.

If you wish to discuss the role or arrange a visit to the police force area, please contact Mr Naji Darwish, Wiltshire OPCC Chief Executive by phone on **01225 256926** or email pccrecruitment@wiltshire.police.uk

Living and working in Wiltshire and Swindon

A fantastic mixture of city and countryside

Living in Wiltshire and Swindon provides an ideally balanced lifestyle of urban life and rural living. It is a large rural county, filled with picture perfect villages, traditional market towns and urban facilities. There are three areas of outstanding natural beauty, covering almost half the county and known for their ancient woodland, rolling hills and chalk grassland. As well as Swindon, the vibrant cities of Bath and Bristol are within easy reach and London is under 60 minutes away by train.



A vibrant cultural scene

Wiltshire and Swindon are home to a strong cultural community, with theatres, studios, galleries. The Salisbury International Arts festival, Swindon Festival of Literature and Devizes Food and Drink Festivals are but a few held throughout the year. Wiltshire Music Centre in Bradford on Avon, Salisbury Playhouse, and Swindon's Wyvern Theatre is nearby. The city of Bath is easily accessed for evening out and known for its a wide range of cultural and sporting events.

Shopping, food and drink

Salisbury and many historic Wiltshire towns are home to a wealth of independent retailers and specialist shops. For shopping in a stylish setting, Marlborough and Bradford on Avon are popular choices, while there are numerous small family-run shops in Devizes. There are a number of shopping centres in the larger towns such as the Cross Keys shopping Centre in Salisbury and the Brunel Centre and McArthurGlen Designer Outlet in Swindon.

Wiltshire boasts a variety of international cuisine, from high class dining, cosy rural pubs, artisan cafes and farm shops selling excellent local produce.

Steeped in history

Wiltshire includes Stonehenge – one of the wonders of the world and the best-known prehistoric monument in Europe. Some of the country's finest historic homes are also built here, including Longleat, Wilton, Stourhead and Kingston Lacey. Salisbury Cathedral has Britain's tallest spire and there are beautiful old buildings and churches in the many villages scattered across the county.

The perfect place for families

Wiltshire is a brilliant place for families. Spend your weekends visiting a farm, taking a trip to Longleat Safari Park or being creative in a local art studio. There are rivers for wild swimming, paddle boarding or canoeing, peaceful bridleways for hacking, beautiful hill walks for dog walkers and ramblers and an excellent network of cycle paths. Fun on water at the Cotswold national park or explore the Jurassic coast which is within easy reach for a day trip or weekend getaway.

There are good local Primary and Secondary schools and a vast choice of after-school and weekend clubs and activities on offer.



Our policing area

Surrounded by the counties of **Berkshire, Dorset, Gloucestershire, Hampshire, Oxfordshire, and Somerset**

Covers an area of almost **3,500 sq km**



Population of **726,951***

Swindon = 222,881* Wiltshire = 504,070*
(*ONS 2020 estimates)

Salisbury Plain

is the principal home and training ground for the armed forces



2,298 employees

1,165 police officers,
122 PCSOs, 1,070 staff



Historic monuments

such as Stonehenge, Avebury and the city of Salisbury

Has rural and market towns

Calne, Chippenham, Devizes, Marlborough, Malmesbury, Royal Wootton Bassett, Warminster and Trowbridge



Two unitary authorities

Swindon Borough Council and Wiltshire Council



Oldest county force

in England - established on **13 November 1839**



Swindon

a vibrant town located on the M4 corridor, homes lots of national and global head offices

Budget of **£134m**

Central grant **£73m**

Police council tax **£61m**



Wiltshire police demand:

More than **43,000** recorded crimes (pre-Covid)



More than **103,000** 999 calls



More than **268,000** 101 calls



11,000 victims of crime supported by PCC victim services



The budget

On 3 February 2022, the Wiltshire and Swindon Police and Crime Panel supported my budget proposals for 2022/23 and my Medium-Term Financial Strategy.

This provides an overall budget of £141.5m for me to secure an effective and efficient policing service and deliver this Police and Crime Plan.

I will work to ensure that all resources are spent as effectively and efficiently as possible in the delivery of this plan.

As the role and focus of my office continues to develop, I will continue to invest in commissioning non-policing services.

This is particularly important as I invest in preventative and criminal justice services which are provided by other public bodies or the voluntary and community sector.

Currently this equates to 1.3% of the overall budget and details of how I intend to spend this money in 2022/23 will be published on my website as well as commissioning intentions for the future.

PCC Funding Allocation 2022/23

Chief Constable Policing

Includes all frontline policing services that are both visible and non-visible to the public. This includes all police officers in neighbourhood teams, response and detectives. It also includes police staff crime investigators, 999 and 101 call handlers and Police Community Support Officers.

Shared Services

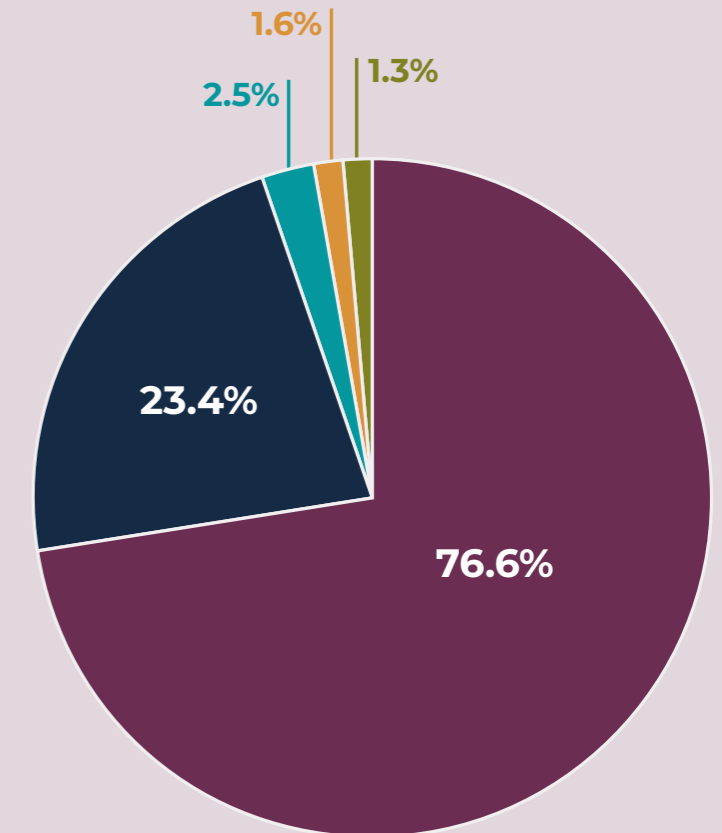
Functions which provide support and enable the frontline and Wiltshire Police and OPCC to deliver effectively. This includes functions such as recruitment, human resources, IT, estates, legal services and training. These services are hosted by either Wiltshire Police or Wiltshire OPCC.

Capital Contribution

This is the amount of money that is directed to long-term investments such as estate and significant ICT systems. It does not cover purchases with a short period of use such as vehicles or laptops.

OPCC Office

This is the cost of the OPCC to deliver the responsibilities and requirements of the PCC, includes the PCC and all legally required posts, service recovery and police complaints, and co-ordination of victim services, community safety and criminal justice.



OPCC Commissioning

This is the OPCC funding directed to service provision outside of policing. This includes all victim support services, work to tackle domestic abuse, prevent offending and early intervention and supporting community initiatives to prevent and reduce crime.

Making Wiltshire Safer: Wiltshire and Swindon's Police and Crime Plan 2022 – 2025

Making Wiltshire Safer sets out the direction for policing focus and priorities until 2025. This plan clearly articulates the priorities for a future Chief Constable to ensure Wiltshire Police meet the challenges it faces and meets the expectations of our residents.

I will be working with the Chief Constable to deliver positive and tangible change that I and our communities can measure. I want the Chief Constable to ensure that we are excelling at the basics, deliver sustainable improvement in police performance and increased satisfaction from the public. I support, challenge and scrutinise the performance of the force with the OPCC setting clear performance and organisational improvements within my plan.

My Office coordinates and leads working in partnership with residents, the voluntary sector, businesses, elected officials, and other public sector organisations to deliver my plan.



Our plan recognises that to make Wiltshire safer is more than a policing response and requires a partnership approach across our communities to keep us safe, prevent crime and bring offenders to justice.

Priority 1: A police service that meets the needs of its communities

I am prioritising:

- Increasing public confidence, trust and our policing engagement with communities
- Provide a quality of police service to all our communities
- Giving the Police the right tools for the job

Priority 3: Tackle crimes that matter most to local communities

I am prioritising:

- Anti-social Behaviour
- Road safety
- Rural crime and heritage crime
- Fraud, cybercrime and hate crime

Priority 2: Reduce violence and serious harm

I am prioritising:

- Violence reduction and domestic abuse
- Violence Against Women and Girls
- Child abuse and Child Exploitation
- County Lines and Serious Organised Crime and exploitation

Priority 4: Priority 4: Improve the experience of victims and deliver justice

I am prioritising:

- Victim care and support
- Mental Health
- The criminal justice system
- Restorative Wiltshire
- Reduce re-offending

The full Police and Crime Plan can be found at www.wiltshire-pcc.gov.uk

Chief Constable Role Profile

Accountable to:

Police and Crime Commissioner for Wiltshire & Swindon

Location: Office of the Chief Constable, Police Headquarters, Devizes, Wiltshire

Responsible for: The direction and control of Wiltshire Police in order to provide the area with a professional, effective and efficient police service. The Chief Constable is also responsible for the fulfilment of all the statutory and legal obligations of the Office of the Chief Constable.

Role Purpose

The Chief Constable has overall responsibility for leading the force, creating a vision and setting direction and culture that builds public and organisational confidence. Such leadership is essential to successfully deliver a professional, effective and efficient policing service.

The Chief Constable is directly accountable for the operational delivery of policing services and the effective command and leadership of the policing response to crime, and major and critical incidents.

The successful candidate will also be responsible for influencing the development of regional and national policing and could be accountable for national operations or standard setting.

As a Corporation Sole, the Chief Constable is responsible for fulfilling all statutory and legal obligations of the Office of Chief Constable and complying with any schemes of governance or consent that exist, which determine force governance arrangements.



“Providing the area with a **professional, effective and efficient** police service.”

Key Accountabilities

Set and ensure the implementation of organisational and operational strategy for the force, having due regard to the Police and Crime Plan and Strategic Policing Requirement and any wider plans and objectives, in order to provide an effective and efficient policing service that meets current and future policing demands.

Develop a mutually productive strategic relationship with the PCC in line with the requirements of the Policing Protocol, whilst fulfilling all statutory and legal obligations as Corporation Sole.

Develop and maintain governance arrangements and processes within the force, to ensure effective decision making and appropriate action at all levels/tiers of the organisation.

Lead the force, communicating a clear direction, setting organisational culture and values, ethics and high standards of professional conduct to enable an effective and professional service.

Lead, inspire and engage the Chief Officer Group; setting role modelling approaches to a workforce culture that promotes wellbeing, facilitates impactful professional development and performance management to create empowered teams that effectively enable the achievement of the force vision and goals.

Hold accountability for force financial management and determine functional budgets within the agreed framework as issued by the PCC, to ensure the effective use of public spending and maximise value for money.

Fulfil the authorising responsibilities of a Chief Constable. For example, authorisation of intrusive surveillance and maintain operational oversight, holding accountability for effective, compliant policing responses in order to protect the public and further develop the force's operational strategies.

Lead and command the operational policing responses on occasion in the highest risk and high-profile instances, in order to protect the public and ensure an appropriate and effective response.

Advise national bodies such as COBR on matters of public safety and national security to contribute to effective decision making that protects the public from serious threat and upholds the law.

Develop and maintain strategic relationships with local, regional and national partners, effectively influencing and collaborating to contribute to improvements and change in the broader operating context and enable the achievement of the force objectives.

Represent the force at a local, regional and national level to the public, media and other external stakeholders to promote visibility, connect with the public and build confidence in policing.

Lead national thinking, policy and guidance within an area of specialism to enable the continuous improvement of effective policing practice.

Create and drive a culture of development, change, innovation and problem solving to ensure enhanced productivity, value for money and continuous improvement in evidence-based policing.

Play an active role in national decision making on the development of the police service to enable the effective co-ordination of operations, reform and improvements in policing and the provision of efficiency, effectiveness, productivity and value for money.

For further information about the Chief Constable role profile, please visit the College of Policing's website: <https://profdev.college.police.uk/professional-profile/chief-constable>



Education, qualifications, skills and experience

Prior Education, qualifications and experience:

1. Has held rank of ACC/Commander or a more senior rank in a UK Police Force (or have held one of the designated roles if appointed from overseas).
2. Successful completion of the Senior Police National Assessment Centre (PNAC) and the Strategic Command Course (SCC).
3. Authorising Officer Training.
4. Wide ranging operational law enforcement experience.
5. A demonstrable track record of successful experience of working at a strategic level, including the leadership of law enforcement officers and staff at senior leadership level.
6. Experience of successfully engaging with and influencing multi-agency partnerships.
7. Experience of implementing an effective performance management framework.
8. Experience of implementing successful organisational development, change and innovation.
9. Experience of accountability for management of significant budgets.
10. Up to date operational/technical policing knowledge.
11. Knowledge of developing legal, political, economic, social, technological and environmental factors and an understanding of the implications for strategic planning.
12. Knowledge of relevant local, regional and national policies, strategies and initiatives and an understanding of the implications within the policing context.
13. Experience of working in a political context and clear understanding the role of Police and Crime Commissioner.

Skills:

1. Highly skilled in the development of ambitious vision, strategy, and policy, aligned to operational realities and wider plans/goals.
2. Ability to demonstrate high levels of personal leadership, transparency, and integrity.
3. Able to operate with high levels of commercial acumen, skilled in effective organisational financial management which balances conflicting resource demands & drives value for money.
4. Able to create strategic organisational change, to deliver appropriate responses to emerging trends and issues.
5. Able to scan the internal and external horizon, identifying emerging trends and issues and use these to inform strategic planning.
6. Able to operate with high levels of political astuteness, skilled in impacting the internal and external political landscape effectively.
7. Able to use a wide range of highly effective communication and influencing techniques and methods to successfully negotiate, collaborate and influence change at the most senior levels and across a diverse range of stakeholders.
8. Skilled in building and maintaining strategic stakeholder relationships at the most senior levels, being able to resolve issues and to reconcile conflicts of interest.
9. Skilled in leading, developing, and inspiring people, engaging the organisation with strategic priorities, values and behaviours.
10. Able to reflect on and hold themselves, individuals, and the organisation to account for performance and behaviours.
11. Able to identify, commission and implement new or improved technologies/services that have a transformational impact on force service delivery and/or cost.
12. Demonstrable commitment to personal development.
13. Good understanding and demonstrable practice in how customer feedback can drive organisational improvement.



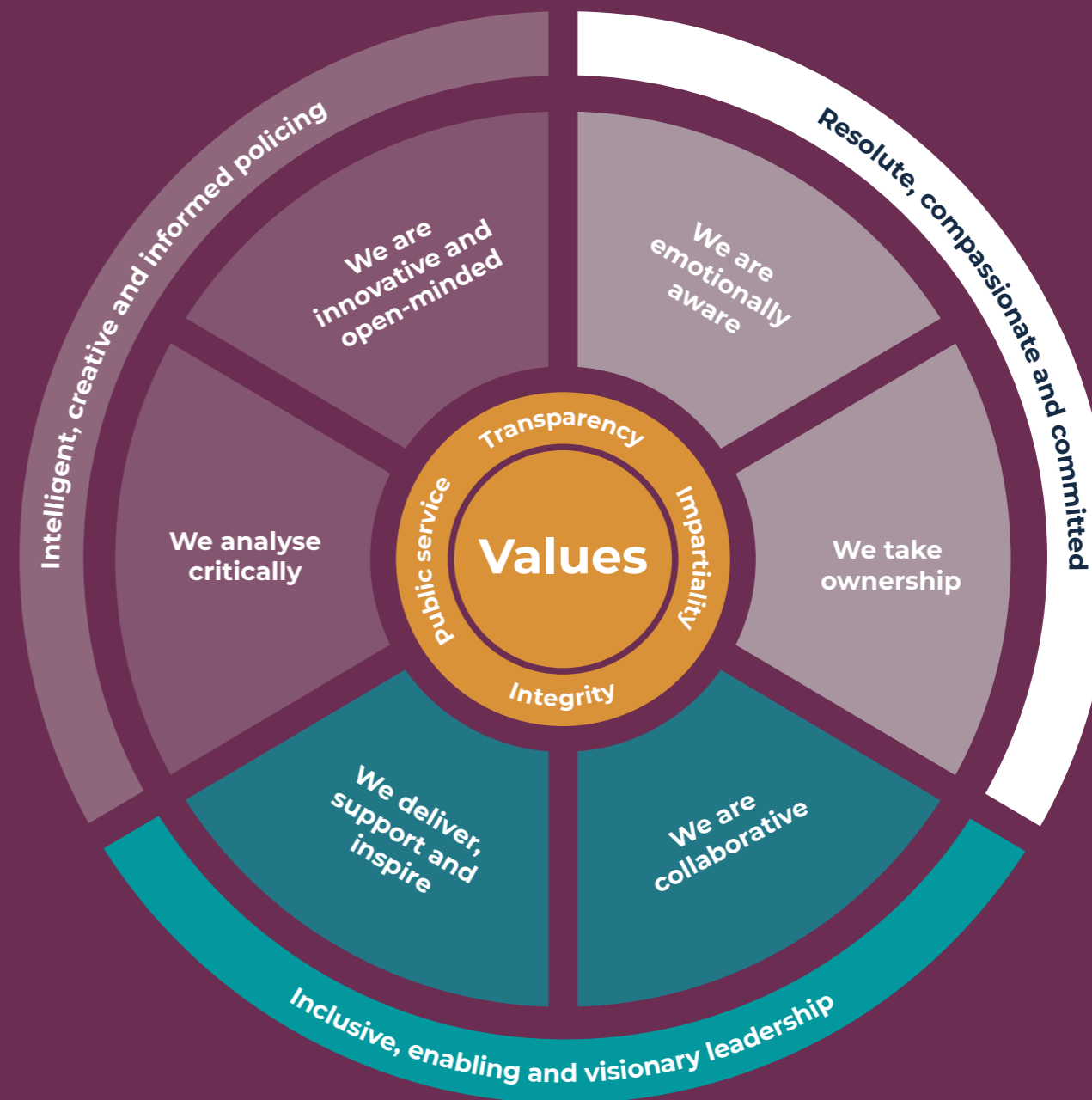
Behaviours, competencies and values framework

You will be expected to know, understand, and champion the values and ethics of the police service, as set out in the College of Policing's (COP) competency values framework and the Code of Ethics.

The role of Chief Constable is extremely challenging that will require a well-established and balanced mix of competencies which are drawn upon in a variety of combinations according to circumstances.

The assessment process will test the range of these competencies and in role they should be exercised at level 3 consistently.

All eligible candidates (Assistant Chief Constables, Deputy Chief Constables and Chief Constables) are asked to submit a CV (maximum of two A4 pages), and a supporting statement (maximum of two A4 pages) setting out how your knowledge, skills and behaviours demonstrate the values of Integrity and Public Service and the competency of Deliver, Support and Inspire at Level Three from the Competency and Values Framework.



Chief Constable **Terms and Conditions**

The Post

The nature of the post of Chief Constable will require the post holder to work outside normal office hours and at weekends on a regular basis.

The primary focus of the post holder is the deliver and efficient and effective police service and work in partnership to deliver the Police and Crime Plan for Wiltshire and Swindon.

There is a requirement to be contactable 24 hours per day when not on leave or in the absence of a designated Deputy.

National work may be undertaken, but only with the agreement of the Police and Crime Commissioner.

Eligibility

The appointment of the Chief Constable will be made in accordance with the provisions of the Police Acts, Regulations and Determinations and any other relevant legislation.

The appointment is subject to a confirmation hearing by the Police and Crime Panel.

Pre-Employment Checks

Any conditional offer of employment will be subject to successful completion of various pre-employment checks including a medical assessment, security vetting, reference checks and police and crime panel confirmation.

A formal offer of appointment will not be made until all of the above pre-employment checks are satisfactorily completed. Any changes in circumstances must be brought to the attention of the PCC.

Qualifications

The following courses or assessment centres must be satisfactorily completed:

a) The Senior Police National Assessment Centre ("Senior PNAC")

and

b) The Strategic Command Course ("SCC")

Security Clearance

The role is subject to holding or obtaining security clearance at Developed Vetting (DV) level.

Medical Examination

Applicants to this position will be required to undertake a medical examination before taking up appointment and confirmation that you are mentally and physically fit to perform the duties of the post.

Location of Office of the Chief Constable

The Office of the Chief Constable is located at Police Headquarters, Devizes, Wiltshire, and support services to the Chief Constable are provided at this location.

Base Salary

In accordance with the Police Negotiating Board agreement on pay and conditions of chief police officers. The salary for the Chief Constable of Wiltshire is £151,815 per annum. The PCC has the discretion to vary the salary by up to 10% on appointment (up to £166,996), this will actively be considered for the right candidate. Salary is paid on the 28th of each month.

Term of Appointment

The appointment will be for a fixed five-year period commencing on the date of appointment in accordance with Police Regulations 2003. Any extensions to this term shall require the approval of the Police and Crime Commissioner.

Car Allowance

The Chief Constable is provided with a vehicle that is fully maintained, taxed and insured. Or a cash allowance to the value of £9,183.

Holiday

The successful applicant will be entitled to leave in accordance with Police Regulations.

Normal Place Of Residence

The post holder is expected to have their normal place of residence within the force area and be readily accessible to meet the operational needs and exigencies of the force.

Post holders on appointment who otherwise live outside the force area are expected to re-locate at the earliest opportunity.

Relocation Expenses

Reasonable relocation expenses will be considered in accordance with Regulation 35.

Payment is dependent on the accommodation to which the officer is moving being within the County of Wiltshire or, provided consent from the Police and Crime Commissioner, outside the County but within a reasonable commuting distance of Wiltshire Police Headquarters. This must be within the first year of appointment. The PCC will refund qualifying relocation costs (as defined by HMRC), noting that only the first £8,000 is tax free.

Home Security

This will be assessed on a case-by-case basis.

Subscriptions

CPOSA insurance (non-personal) element will be paid by Wiltshire Police.

Health Insurance

A reimbursement of the Police Mutual Healthcare scheme or an equivalent up to the same value.

Other Business Interests

You must devote the whole of your time to the duties of the office of the Chief Constable, as detailed in the Police Act and Regulations. You shall not take up any other additional appointment or undertake a business interest without the prior consent of the Police and Crime Commissioner.

Pension

The post holder will be eligible for membership of the Police Pension Scheme and subject to Police Pension regulations and to such other Acts and regulations as may be applicable.

Telephones, IT and Other Equipment

A mobile telephone and other equipment, which is necessary to ensure convenient working arrangements, will be made available.

Professional Development

A programme of professional development will be agreed by the Commissioner, informed by the outcomes of regular performance appraisals and emerging developments in policing.

Period of Notice

The written notice period of termination of the appointment is three months by either party or such shorter notice as may be accepted by the Police and Crime Commissioner.

Business Appointment/Employment Post Service

Post Service Employment requirement – the Chief Constable must ask permission before accepting employment within 12 months of leaving the force, if another job would potentially bring about a conflict of interest.

In line with recommendations made following the Leveson Inquiry, and in particular recommendation 80 to ensure greater transparency in all post-service employment routes, the post holder must notify the Police and Crime Commissioner if post-service employment might:

- (a) Be a 'reward for past favours' granted by the applicant to the employer;
- (b) Be one which could enable a particular employer to gain an improper advantage by employing someone who had access to what its competitors "might legitimately regard as their own trade secrets or information relating to proposed developments in government policy which may affect that firm or its competitors"; or
- (c) Be sensitive for other reasons.

The Commissioner, following notification of any of the above, would then determine if this employment is appropriate.

“I am looking for an inspirational leader to lead Wiltshire Police into the future.”

Philip Wilkinson, OBE
Police and Crime Commissioner



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