



FREEDOM OF INFORMATION REQUEST

Please note the text of this request has been reproduced exactly as received.

FOI Reference number: FOI 84/2024

Date: 17 October 2024

Request:

The assessment questions, presentation topic, details of any other assessment exercises (such as chief officer briefing or media) and guidance docs for the selection processes for the appointment of

CC Jon Boucher
Interim CC Boucher
CC Simon Byrne
CC George Hamilton

and for selection and appointment of

TDCC Chris Todd
DCC Mark Hamilton

Answer:

The Northern Ireland Policing Board holds some of the information requested.

The Board does not hold information in relation to the selection and appointment of T/DCC Chris Todd as temporary promotions are a matter for the Police Service of Northern Ireland.

In relation to the requested information for the appointment of CC Simon Byrne, please refer to the Board's response to FOI 11/2019 which can be viewed on our website via the following link:

[FOI: Interview Questions Asked to Candidates for PSNI Chief Constable Vacancy](#)

A copy of the Candidate Information Booklets [CIB] for all the substantive recruitment competitions requested are attached as separate annexes to this response. Please note in relation to the appointment of an Interim Chief Constable in late 2023, potential applicants were directed to the CIB for the substantive Chief Constable competition. The Board's Guidance on the Appointment for Chief Officers and Senior Police Staff Equivalents can be found here: [guidance-for-appointment-chief-officers-senior-police-staff-equivalents.pdf](#) (nipolicingboard.org.uk)

However, the information requested in relation to the selection and appointment of CC Jon Boucher, Interim CC Boucher, CC George Hamilton and DCC Mark Hamilton is being withheld as the exemption under section 36(2)(c) applies.

Section 36(2)(c) provides that information is exempt if “in the reasonable view of a qualified person, disclosure of the Information under this Act would be likely otherwise to prejudice the effective conduct of public affairs”. In applying this exemption, it is the opinion of the qualified person (in this case the Chief Executive of the Northern Ireland Policing Board) that disclosure of the requested information would have an adverse effect on the effective conduct of public affairs.

The application of Section 36(2)(c) in this case requires a Public Interest Test (PIT) to be carried out. In carrying out the PIT the Board contends that disclosure of the requested material would not be in the public interest. In considering the decision to exempt the information under section 36(2)(c) the Board has taken the following public interest considerations into account:

Considerations in favour of disclosure:

- The disclosure of this information would provide openness, transparency and a wider public understanding and confidence in the Board’s recruitment and selection process.
- Similar information was requested and released in 2019 for a previous Chief Constable recruitment competition.

(However, in relation to this point, this was a single post competition for a fixed term appointment (up to 8 years) and as such the Board did not expect at that time to use those questions again. Different circumstances then arose and the Board’s position subsequently changed leading to the refusal to release the information in a 2020 FOI request for ACC information)

Considerations against disclosure:

- This approach is in line with more recent FOI requests of a similar nature and is in line with approaches taken by NICS Government Departments.
- The disclosure of this information would affect the Board’s ability to run an effective and fair recruitment and selection competition for the ongoing DCC competition and other similar Chief Officer positions in the future.
- To release the material requested would result in the Board having to halt the current DCC process and produce a further suite of questions and would compromise the overall integrity of future recruitment competitions.

Decision on disclosure

In balancing where the public interest lies the qualified person in the Northern Ireland Policing Board has decided that public interest considerations against disclosure are predominant and the public interest is better served by non-disclosure of the information.

If you have queries about this request or the decision, please contact the Board quoting the reference number above. If you are unhappy with the service you have received and wish to make a complaint or request a review you should contact the Board’s Chief Executive.

Via Email: foi@nipolicingboard.org.uk

Or in writing at the following address:

Northern Ireland Policing Board
James House
Block D
2 – 4 Cromac Avenue
The Gasworks
Belfast
BT7 2JA

You should contact the Board within 40 working days of this response.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner. Generally, the Information Commissioner's Office cannot investigate or make a decision on a case unless you have exhausted the complaints procedure provided by the Board. You should make complaints to the ICO within six weeks of receiving the outcome of an internal review.

The Information Commissioner can be contacted at the following web link –

www.ico.org.uk/foicomplaints

or in writing at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Telephone: - 0303 1231114

Email: - ni@ico.org.uk

Please be advised that Policing Board replies under Freedom of Information may be released into the public domain via our website @ www.nipolicingboard.org.uk.

Personal details in respect of your request have, where applicable, been removed to protect confidentiality.



CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND (PSNI)

CANDIDATE INFORMATION BOOKLET

OCTOBER 2023



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1. NORTHERN IRELAND POLICING BOARD

CHAIR'S MESSAGE

Thank you for your interest in the position of Chief Constable of the Police Service of Northern Ireland (PSNI).

The Board is seeking to appoint a Chief Constable with exceptional leadership skills and experience for this crucial position. This role is high profile, demanding and often fast paced.

From the outset a key priority will be agreeing and implementing an operating model for policing to maximise the available policing resources to their best effect. Opportunities for further modernisation and rationalisation will also need to be considered, while continuing to build trust and confidence within the Service and the wider community.

The future Chief Constable of PSNI will have the requisite strategic thinking and ability to develop and deliver organisational and operational plans in the short, medium and longer term with the support of the Service Executive Team, and with relevant partners, agencies and stakeholders.

Whilst recognising demands on policing are changing and the model of delivery must also adapt, the requirement for progressive and continued community engagement through local policing teams must be the cornerstone in any new plans as this style of policing remains key to dealing with crime, criminality and the severe threat that still exists.

The future trust and confidence in policing will be influenced by the style of leadership you bring to the PSNI. Being the Chief Constable of the PSNI is regarded as one of the most fulfilling national policing leadership roles.

This candidate information pack provides information on the Chief Constable role along with the competencies and values that will be assessed during the selection process.

If you think you have the experience, commitment, and capability to lead the PSNI, I hope you will apply.

DEIRDRE TONER
CHAIR
NORTHERN IRELAND POLICING BOARD





2. MAKING THE MOVE TO THE POLICE SERVICE OF NORTHERN IRELAND

Living and working in Northern Ireland has many attractions.

Northern Ireland is a dynamic, vibrant and forward-thinking region committed to promoting economic prosperity, cultural development and international growth and engagement. We have a population of approximately 1.9 million and are around 14,130 km² in size, comprising urban and rural communities.

House prices remain well below other UK locations representing excellent value for money. The latest price index is reported quarterly by Land and Property Services at [finance-ni.gov.uk website](https://www.finance-ni.gov.uk).

We also have an excellent range of schools and colleges, catering for all abilities and interests. Northern Ireland school exam results are consistently well above the UK national average and offer young people an exceptional academic start.

We have three airports that offer regular direct flights and connections to UK, Europe and the US making travel easy, as well as five commercial ports. Internally there are good road, rail and bus services. City, coast or countryside, nowhere is much more than an hour away.

Northern Ireland also has reputation as a global leader in the fields of peace, security and conflict resolution. In addition the continued rise in inward investment from major global players in a range of commercial enterprises and in the film industry has dramatically raised opportunities and the wider economic profile of the region. Our hospitality, arts and culture are also world renowned, not to mention our dramatic coastlines, landmarks and mountains. Northern Ireland is widely regarded as a great place to visit, work, study, and invest.

Practical help and support with relocation is available and our removal and relocation package assists with many of the costs associated with making the move to Northern Ireland.

[Read the Removal and Relocation Policy here.](#)

For more information on moving to Northern Ireland you might find this website useful: www.niconnections.com/opportunity/moving-northern-ireland-guide





3. THE POLICE SERVICE OF NORTHERN IRELAND PROFILE AND KEY STRATEGIC CHALLENGES

The Police Service of Northern Ireland was formally established on 4 November 2001 and is responsible for delivery of policing services in Northern Ireland. It has a wide range of statutory responsibilities (**Police (NI) Act 2000**) and legal obligations to fulfil and serves a diverse population of approximately 1.9 million people, with circa 9,000 police officers and staff supported by a budget of circa £816 million.

The Police Service of Northern Ireland is an organisation that cares and listens to the wider community, its staff and partners, and the Chief Constable is accountable to the Northern Ireland Policing Board which is the main accountability body for Policing in Northern Ireland responsible for efficient and effective police performance across all communities.

Working together with the community and other partner organisations, the Police Service of Northern Ireland is at the heart of delivering a Policing Service that is visible, accessible, responsive and community focused, using a neighbourhood policing model.

Policing needs to continually evolve and adapt to meet the needs of Northern Ireland's diverse communities. The population is also increasing and getting older and is expected to grow to 1.95 million over the next decade, with a significant proportion of this being due to migration.

Additionally, Northern Ireland is projected to have the largest increase in pension age population across the UK and the largest decrease in the population of children. This will result in a more diverse society with changes in demographic make-up, language, and culture. At the same time Northern Ireland is also navigating the challenges for policing following the UK's exit from the European Union.

The Police Service of Northern Ireland has progressed significantly since its inception in 2001, and while much has been achieved, there is much still to do to meet the challenges of the future. A clear direction for the next phase of the journey has been outlined in the Policing Plan 2020-2025 and in the Police Service of Northern Ireland Horizon 2025 Service Modernisation Plan but there is an opportunity for the new Chief Constable to shape future plans along with the operational models required to ensure the policing plan is delivered and the operational priorities met.

We operate under a severe terrorist threat and there are significant levels of organised and serious crime, requiring a continuous effort to keep people safe.

Operational policing performance is strong, with Northern Ireland one of the lowest regions for recorded crime, and PSNI are delivering crime outcome rates for victims that are amongst the highest nationally. Successive surveys indicate high levels of confidence in operational policing.

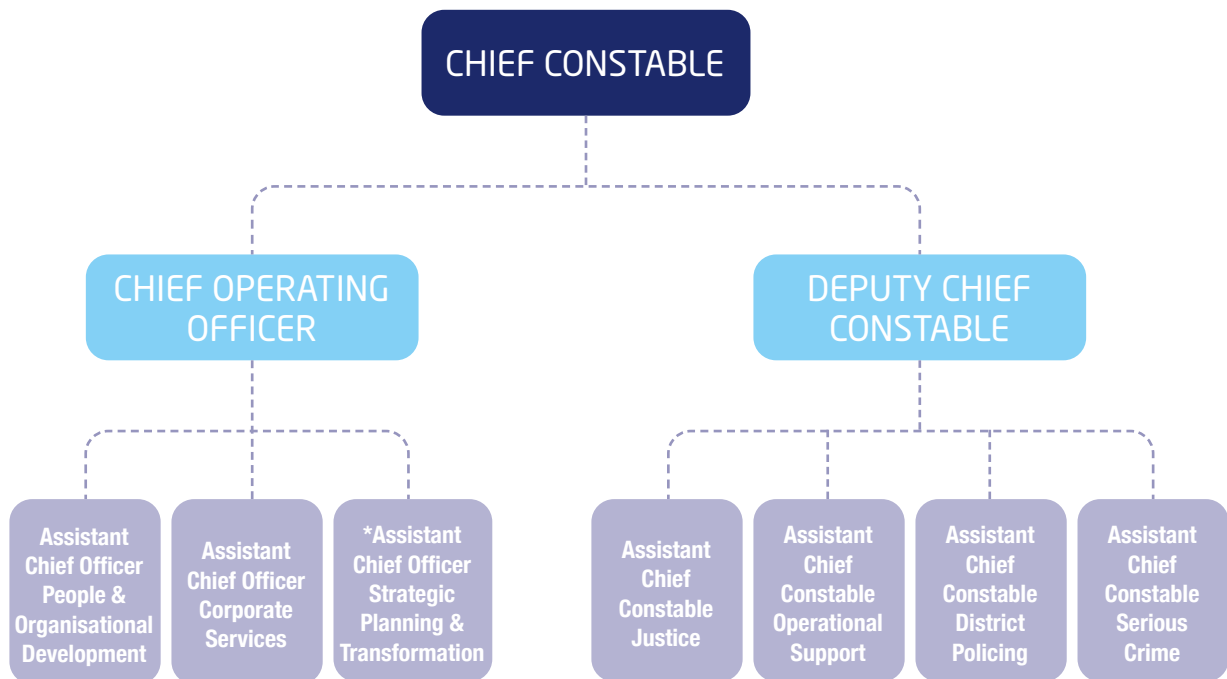


THE POLICE SERVICE OF NORTHERN IRELAND: SERVICE EXECUTIVE TEAM STRUCTURE

The Police Service of Northern Ireland is focused on being a modern service that is equipped to respond effectively to the rapidly changing nature of crime and to the expectations of the communities it serves.

As part of its modernisation agenda the Board and the Police Service of Northern Ireland completed a review of the Service Executive Team (SET) structure in 2019, which led to a new structure designed to meet operational challenges and to lead transformational change to policing over the next five years.

The SET structure is outlined below:



* Temporary for 3 years with possibility of two further 1 year extensions





4. CHIEF CONSTABLE JOB DESCRIPTION

ROLE TITLE:

CHIEF CONSTABLE - POLICE SERVICE OF NORTHERN IRELAND (PSNI)

ACCOUNTABLE TO:

NORTHERN IRELAND POLICING BOARD (THE BOARD)

ROLE SUMMARY:

The Chief Constable is the principal policing professional in Northern Ireland leading a police service with circa 9,000 police officers and staff and a budget of circa £816 million.

The Chief Constable has overall responsibility for leading the Service, creating a vision, setting direction and establishing a culture that builds public and organisational confidence and trust, and enables the delivery of a professional, effective and efficient policing service.

The Chief Constable holds direct accountability for the operational delivery of policing services and the effective command and leadership of the policing response to crime, as well as major and critical incidents.

As the Accounting Officer, 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 the governance of the Service.





KEY ACCOUNTABILITIES

Serving the Public by Policing with the Community

- Set and ensure the implementation of organisational and operational strategy for the Service, having due regard to the Policing Plan and Strategic Policing Priorities and any wider plans and objectives, in order to provide an effective and efficient policing service that meets current and future policing demands.
- Be a visible leader who inspires public confidence and promotes confidence in the wider policing community.

Leading the Workforce

- Lead the Service, communicating a clear direction, setting organisational culture and promoting values, ethics and high standards of professional conduct to enable an effective and professional service.
- Lead, inspire and engage a cohesive, confident Service Executive Team (SET); setting and role modelling approaches to an organisational culture that promotes well-being, facilitates impactful professional development and performance management to create empowered teams that effectively enable the achievement of the PSNI's vision and goals.
- Create and drive a culture of development, change and innovation to ensure enhanced productivity, value for money and continuous improvement in evidence based policing.

Professionalism and Accountability

- Develop and sustain a mutually productive strategic relationship with the Board.
- Fulfil all statutory and legal obligations as the PSNI's Accounting Officer.
- Hold accountability for the PSNI's financial management and determine functional budgets within the agreed framework as issued by the Board, to ensure the effective use of public funds and maximise value for money.
- Fulfil the authorising responsibilities of a Chief Constable e.g. 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 Service's operational strategies.
- Lead and command the operational policing responses on occasion, in the most high risk and high profile instances, in order to protect the public and ensure an appropriate and effective response.
- Develop and maintain governance arrangements and processes within the PSNI, to ensure effective, rights based decision making and appropriate action at all levels of the organisation.
- Lead national thinking, policy and guidance within an area of specialism to enable the continuous improvement of effective policing practice.
- Advise national bodies such as COBRA 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.



Leading Strategic Change

- Continually adapt the organisational structure and allocation of resources within PSNI to best meet current and future policing challenges with a particular emphasis on neighbourhood 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 value for money.

Respect for Diversity and Inclusion

- Champion equality of opportunity, diversity, inclusion, human rights and fair treatment both internally and externally, promoting the delivery of excellence and fairness for all.

Working with Others

- Develop and maintain relationships with key strategic partners, effectively influencing and collaborating to contribute to improvements and change in the broader operating context and enable the achievement of the PSNI's goals and objectives.
- Represent the PSNI at a local, national and international level to the public, media and other external stakeholders to promote visibility, connect with the public and build confidence in policing.





5. CHIEF CONSTABLE PERSON SPECIFICATION

ROLE TITLE:

CHIEF CONSTABLE, POLICE SERVICE OF NORTHERN IRELAND (PSNI)

SALARY:

£219,894 (PLUS BENEFITS)

APPOINTMENT:

The appointment will be subject to Ministerial approval.

ESSENTIAL CRITERIA:

Applicants are required to meet the following essential criteria:

- Successful completion of the Strategic Command Course (SCC) or its equivalent and;
 - A minimum of two years' service at Assistant Chief Constable grade or equivalent¹
-

TERM:

This is a fixed term appointment for five years within the provisions of the Police Service of Northern Ireland Regulations 2005. There is provision for this to be extended by agreement between the post holder and the Policing Board for a further term of a maximum of three years and for subsequent terms each of a maximum of one year. Any extension or subsequent extension which is due to expire more than one year after the expiry of the original fixed term shall require the consent of the Department of Justice.

LOCATION:

The majority of work will be carried out from the PSNI Headquarters, Brooklyn, 65 Knock Road, Belfast BT5 6LE. However, the nature of the work will also require travel throughout Northern Ireland and across the UK.



¹ Temporary appointments to ACC grade or equivalent will count as part of a candidate's relevant service for the purposes of fulfilling this essential criteria. However less formal 'acting' ACC roles will not be considered part of a candidate's relevant experience for the purposes of fulfilling this essential criteria.



OTHER TRAINING AND KNOWLEDGE / EXPERIENCE REQUIRED:

- Have completed or prepared to undertake Authorising Officer Training.
- Evidence of wide ranging operational law enforcement experience including experience at a senior leadership level.
- Track record of overseeing successful large scale, complex organisational development, change and innovation within challenging financial circumstances.
- Up to date operational / technical policing knowledge.
- Knowledge of developing legal, political, economic, social, technological, and environmental factors and an understanding of the implications for strategic planning.
- Knowledge of relevant local, regional and national policies, strategies and initiatives and an understanding of the implications within the policing context.
- A commitment to diversity and a track record of promoting equality, inclusion and well-being.

SKILLS:

- A leadership style which combines strategic thinking and sound judgement with a high level of emotional intelligence.
- Highly skilled in the development of ambitious vision and strategy aligned to operational realities and wider plans / goals that engage officers and staff, builds teams, promotes professional development, and increases well-being and pride in the service.
- A passion, commitment and ability to inspire, engage and motivate others and to model values, ethics and behaviours to which officers and staff will look up to and follow/emulate.
- Well-developed ability to scan the internal and external horizon, identifying emerging trends and issues and use these to inform strategic planning.
- Ability to operate with high levels of commercial and business acumen, skilled in effective organisational financial management which balances conflicting resource demands and drives value for money.
- Able to operate with high levels of political astuteness whilst demonstrating an understanding of the internal and external political landscape of Northern Ireland.
- Highly effective communication and influencing skills to successfully negotiate, collaborate and influence change at the most senior levels and across a diverse range of stakeholders.
- Skilled in building and maintaining strategic stakeholder relationships at the most senior levels, being able to resolve issues and to reconcile conflicts of interest.
- Ability to work under high levels of public scrutiny and accountability and to engage effectively with the Board, the Department of Justice, policy-makers, the media and the public in a range of settings.
- Able to reflect on and hold themselves, individuals and the organisation to account for performance and behaviours.
- Able to identify, commission and implement new or improved technologies / services that have a transformational impact on service delivery and / or cost.

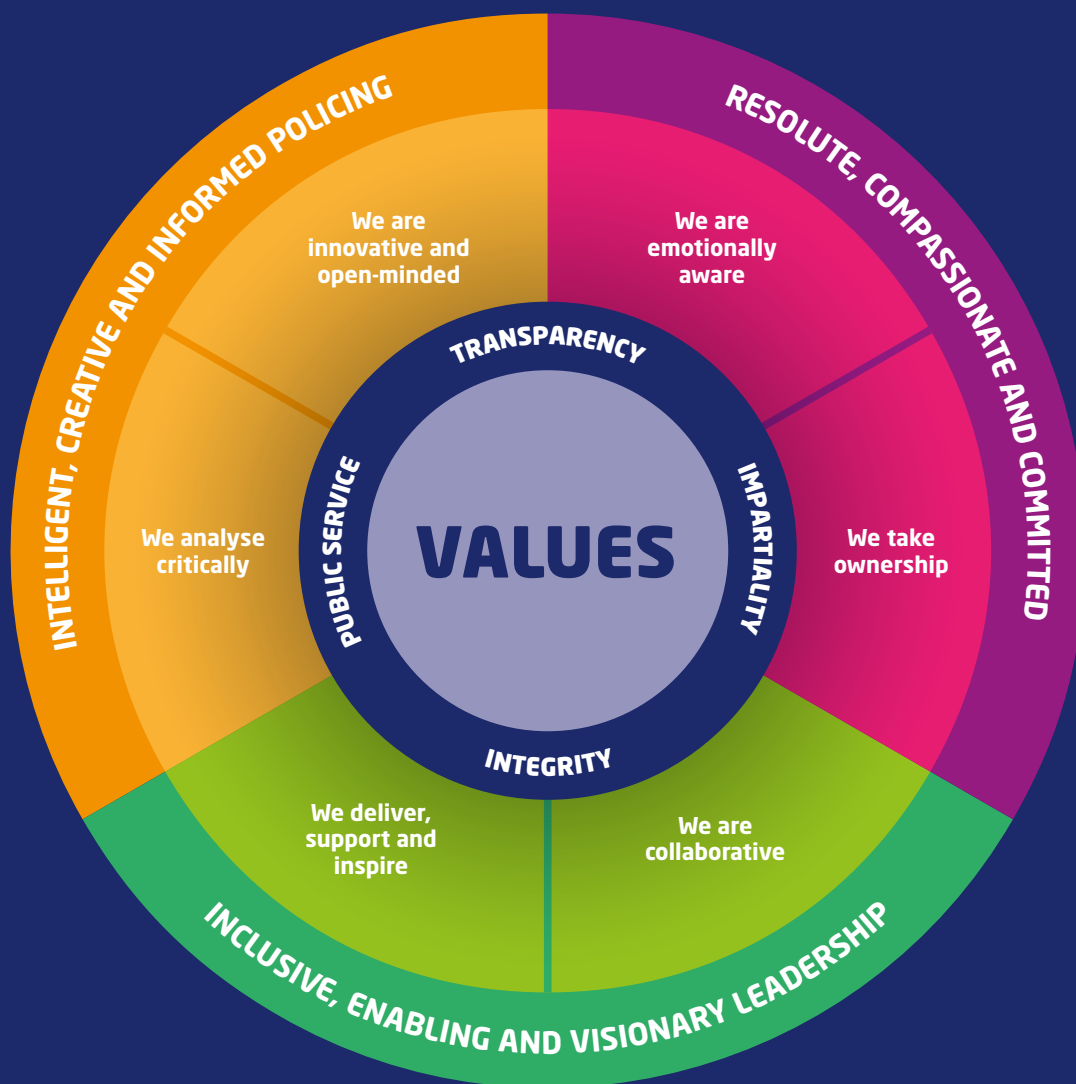


COMPETENCIES & VALUES:

The Northern Ireland Policing Board (the Board) expects the successful candidate to embody and act in line with the values and the competencies set down in the College of Policing competencies and values framework for Chief Officers. For the purposes of this particular role the competencies will be assessed during the selection process at level 3 – senior manager/executive level.

Candidates are also expected to provide demonstrable evidence that they act in line with the policing principles and standards set out in the Police Service of Northern Ireland Code of Ethics with a particular emphasis on the principles of equality and integrity for the purposes of the selection process.

[The College of Policing Competency and Values Framework can be found here.](#)





6. APPLICATION, SELECTION PROCESS AND TIMELINE

APPLICATION DOCUMENTATION

Candidates are strongly advised to read all the sections of this document and other information available on the Board's [Chief Constable Recruitment](#) webpage before completing and submitting their application.

Candidates are expected to return a completed **application form** and an **equality and diversity monitoring form**. The application form is designed to provide a standardised format for collecting information from all applicants for the Chief Constable role. The Equality & Diversity Monitoring Form collects information used for Equality monitoring purposes only which is a legal requirement in Northern Ireland. Information provided will be treated in the strictest confidence. This information will play no part in the selection decision and the form will be detached from your application form upon receipt.

Candidates are also required to submit with their application **copies of their 2 most recent performance appraisals**.

All the information needed to prepare and to submit your application can be accessed and downloaded from the Board's [Chief Constable Recruitment](#) webpage.

All documents should be returned in electronic format to:

Joanne Kane, Director, Headstogether Consulting Ltd via email address
joanne@headstogether.com

All the documentation must be received no later than **12 noon on Monday 16th October 2023**.

FAMILIARISATION DAY

To help applicants learn more about the role the Board will host a familiarisation day at the Board's office on a date to be confirmed. Whilst this is not a formal part of the selection process, applicants are encouraged to attend if possible.

If you are interested in attending the familiarisation day please contact Joanne Kane in the first instance to make the necessary arrangements (contact details above).

FAMILIARISATION DAY EXPENSES

The Board will pay reasonable expenses of applicants who wish to attend the familiarisation day upon the provision of valid receipts.



APPOINTMENT PANEL

All the information submitted by applicants will be considered by the Appointment Panel (the Panel) which will be chaired by **Deirdre Toner**, Chair of the Board and will include:

- **Joanne Bunting** – Political Member
- **Gerry Kelly** – Political Member
- **Nuala McAllister** – Political Member
- **Mukesh Sharma** – Independent Member

The Panel will undertake the shortlisting assessment against the essential criteria as detailed in the Person Specification. Shortlisting will take place during w/c 16th October 2023.

Each candidate will be notified no later than close of play on Friday 20th October 2023 of the shortlisting outcome and next steps as appropriate (see sections below).

IN ADVANCE OF THE ASSESSMENT DAY

In advance of the assessment day shortlisted candidates will be required to complete an online personality questionnaire and to undertake a one-to-one interview with an Occupational Psychologist. Shortlisted candidates will be contacted and sent details about how to access and complete the online personality questionnaire and arrangements for the interview with the occupational psychologist as appropriate.

In advance of the assessment day shortlisted candidates will also be required to prepare a presentation on a topic advised at the time that shortlisting decisions are issued.

ASSESSMENT DAY

Shortlisted candidates will be invited to attend a selection process to take place during w/c 6th November 2023 at the Board's offices.

The assessment day will contain 3 components: delivery of the pre advised presentation followed by a question and answer session on the presentation; a briefing exercise, further details of which will be advised on the day; and a competency and values based interview.

The Panel will be as outlined above. An external Policing Advisor will also be present throughout the selection process to provide professional policing advice to the Panel on how well a candidate's responses fit within operational areas covered. The Policing Advisor will not be involved in the decision making or scoring.





DATES TO REMEMBER

Date	September 2023
25th	Advertisement launch and applications open.
Date	October 2023
16th	Applications close (12:00 noon).
w/c 16th	Shortlisting takes place.
TBC	Familiarisation day takes place.
w/c 16th	Applicants will be notified of the shortlisting outcome. Shortlisted candidates will be sent further details in order to access the online psychometric testing and they will be provided with further details of the presentation topic to be prepared in advance.
w/c 16th- w/c 23rd	Shortlisted candidates will be required to complete an online personality questionnaire and to undertake an interview with an Occupational Psychologist.
30th	Candidates will be required to submit their presentation on a pre advised topic to Joanne Kane of Headstogether Consulting Ltd.
Date	November 2023
w/c 6th	Selection process takes place – presentation, briefing exercise & interview.

ASSESSMENT DAY EXPENSES

The Board will pay reasonable expenses for candidates invited to participate in the selection process upon the provision of valid receipts.



7. TERMS & CONDITIONS OF APPOINTMENT

TERMS OF APPOINTMENT

The appointment will be subject to Ministerial approval in accordance with section 35(1) of the Police (Northern Ireland) Act 2000, and in accordance with the Police Service of Northern Ireland Regulations 2005 and associated determinations.

The appointment will be for an initial term of five years fixed term. There are provisions for this to be extended by agreement between the post holder and the Policing Board for a further term of a maximum of three years and for subsequent terms each of a maximum of one year. Any extension or subsequent extension which is due to expire more than one year after the expiry of the original fixed term shall require the consent of the Department of Justice.

TERMINATION

Termination of appointment is subject to three calendar months' notice in writing from either party.

MEDICAL EXAMINATION

The successful candidate will be required to undertake a medical examination and certified medically fit before taking up appointment.

SECURITY CLEARANCE

The successful applicant will be appointed subject to holding or obtaining security clearance at Developed Vetting (DV) level. In addition, the successful candidate will undergo the process to achieve enhanced Developed Vetting as part of the appointment process.

RESIDENCE

The Board envisages that the successful candidate will reside in Northern Ireland throughout the period of their appointment as Chief Constable.

WORKING DUTY

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

WORKING HOURS

Working hours will be not less than 40 hours per week and such as are needed to fulfil the requirements of the post, subject to the requirements of the Working Time Directive. However, the post holder will have responsibility for representing the PSNI and meeting statutory and operational requirements, often at short notice, which may require working additional hours. There is a requirement to be contactable 24 hours per day when not on leave or in the absence of a designated deputy. The role will require evening and weekend working, including attending meetings and events during these times.



PENSION

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

REMOVAL AND RELOCATION EXPENSES

A generous removal and relocation package will be available to the successful candidate should they be required to move house as a result of this appointment. This can be viewed here: [**Removal and Relocation Policy.**](#)

HOLIDAY

The post holder is entitled to leave in accordance with Police Regulations.

TELEPHONES, IT AND OTHER EQUIPMENT

Mobile telephone and other necessary IT equipment will be made available.

DISCLOSURE OF RELATIONSHIPS

Canvassing members of the Board or the Appointment Panel, either directly or indirectly, will lead to disqualification from the selection and assessment process. Applicants must disclose in advance any relationship to a member of the Appointment Panel and any other potential conflict of interest at the outset of the process. Failure to disclose this information will result in disqualification from the process/ and or termination of employment if already offered.





8. USEFUL INFORMATION

We have set out below links to some information which candidates may find useful. This list is not designed to be exhaustive:

KEY DOCUMENTS

- [Northern Ireland Policing Plan 2020-2025 and Annual Performance Plan 2023/24](#)
- [Police Service of Northern Ireland Code of Ethics](#)
- [Police \(Northern Ireland\) Act 2000](#)
- [PSNI Strategies](#)

USEFUL WEBSITE LINKS

- [Northern Ireland Policing Board](#)
- [Police Service of Northern Ireland](#)
- [Policing and Community Safety Partnerships](#)
- [Department of Justice](#)
- [Police Ombudsman for Northern Ireland](#)

QUERIES

Any questions in relation to the Chief Constable role, selection process or the familiarisation day should be directed in the first instance to:

Joanne Kane, Director of Headstogether Consulting Ltd
(email joanne@headstogether.com or telephone 07785 995698).



Northern Ireland Policing Board

James House, Block D
2 - 4 Cromac Avenue
The Gasworks
Belfast BT7 2JA



028 9040 8500



information@nipolicingboard.org.uk



www.nipolicingboard.org.uk



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CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND

CANDIDATE INFORMATION PACK

2019

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2. Chief Constable Advert
3. PSNI: The Key Strategic Challenges
4. Application, Selection Process and Timeline
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NORTHERN IRELAND POLICING BOARD: CHAIR'S MESSAGE

Thank you for your interest in the position of Chief Constable for the Police Service of Northern Ireland (PSNI).

This is one of the most important leadership roles in policing and across wider public life in Northern Ireland. It offers a unique and immensely rewarding opportunity to lead and develop one of most important public services.

Working together with the community and key partners, the PSNI is at the very heart of delivering the shared goal of keeping people safe.

Since being appointed as Chair of the Northern Ireland Policing Board (the Board) on 1 June 2013, I have had the privilege of meeting many of the dedicated people who work within the PSNI and to engage with many partner organisations, policy makers and the wider public. I am constantly inspired by the professionalism and commitment displayed by the PSNI and the service it provides to our community.

The face of policing is changing, the demands are more complex and have to be met within an ever decreasing budget. The PSNI has undergone substantial transformational change, and as is the case with many other police services, there is much still to be done to meet the needs of the future. It is clear, however, that

the benefits of shared skills, expertise and capability across the organisation are reaping rewards, making better use of resources and helping to deliver a safer Northern Ireland. Alongside that, new approaches to local policing are being developed and innovative partnerships are being forged to respond to the diverse needs of our community.

The PSNI has undergone significant change, and in moving forward, it is vital to develop a strong, resilient leadership team that is able to deliver excellence in policing and to work collaboratively and creatively with others to deliver better public services. The next Chief Constable of the PSNI will be pivotal to achieving these objectives.

The Board is seeking to appoint an exceptional and outstanding leader to take on this exciting challenge and leadership role.

Accountable to the Board, this position will be demanding, high profile and subject to considerable public scrutiny. For the right person, it will be one of the most rewarding and fulfilling policing leadership roles they could undertake. If you think you have the experience, commitment and capability to lead the PSNI, I hope you will consider applying.

**Anne Connolly OBE
Chair**

EXCEPTIONAL LEADER SOUGHT FOR POLICE SERVICE OF NORTHERN IRELAND

Post: Chief Constable, Police Service of Northern Ireland

Salary: £207,489 (plus benefits)

The Board is seeking to appoint a new Chief Constable to lead the PSNI, who will bring a strong vision for service delivery to the community, have a proven track record in leading change in a complex environment, have an ability to build strong relationships and be able to demonstrate delivering results through the development of operational policing plans that build trust and confidence within the service and across the community.

Policing is one of Northern Ireland's most important public services with the community rightly expecting the highest standards from police officers and staff. The Chief Constable position carries significant leadership, operational and representative responsibilities and the Board is looking for an exceptional leader with an ability to drive and deliver organisational change to meet existing and future challenges.

The job will be challenging but rewarding. It offers the opportunity for you to lead a service that is recognised locally, nationally and internationally for its high policing standards.

As Chief Constable, you will build on the achievements of the PSNI whilst ensuring that the organisation changes and adapts to meet the varied needs and demands of our diverse community within an ever changing environment.

An outstanding and accomplished police leader, you will have extensive experience of leading a significant policing organisation and a track record of successfully delivering large scale

complex change. You will have excellent skills in relationship building, influencing others and communication, and you will be able to inspire and motivate others.

Fundamental to your success will be your ability to command high levels of confidence and trust within the service and across the community. This includes a wide range of stakeholders and the public. As Chief Constable, you will build and develop a cohesive and effective Service Executive Team (SET) and will establish a shared vision, values and purpose across the organisation to deliver the PSNI's Corporate Plan.

This is one of the most significant, challenging and rewarding policing leadership roles in the UK and internationally. It is also one of the most important public leadership roles in Northern Ireland. For the right candidate this unique job offers an unparalleled opportunity to make a positive difference to people's lives and to help shape Northern Ireland's future.

The Board and PSNI are committed to developing a diverse workforce and to promoting an organisational culture where everyone is treated with dignity, fairness and respect. The appointment will be on the principles of merit, fairness and openness.

Applicants must have successfully completed the Strategic Command Course (SCC) (or its equivalent) and have experience at Chief Officer rank.

For further information and all the application details and forms please visit our [Chief Constable Recruitment](#) webpage.

Closing date: **Tuesday 7 May 2019 at 12:00 noon.**

The Board and PSNI are committed to being representative of the communities we serve and welcome all applicants interested in a career in policing. Applications are particularly welcome from the Roman Catholic community, women and members of Black and Minority Ethnic groups, as they are currently under-represented at senior levels in the PSNI.

PSNI: THE STRATEGIC CHALLENGE

The PSNI was formally established on 4 November 2001 and is responsible for policing within Northern Ireland. It serves a diverse population of some 1.8 million people, in cities, towns and the rural countryside.

It has approximately 9,230 police officers and staff (6,700 officers & 2,533 police staff) 282 part time reservists and 500 managed service personnel supported by a budget of over £800 million.

PSNI's current vision is to 'help build a safe confident and peaceful Northern Ireland'.

Northern Ireland continues to grow and thrive and as a police service the PSNI is a vital element in working with; public, private, statutory, voluntary and community stakeholders to continue in helping to build a safe confident and peaceful society. The PSNI has a wide range of statutory responsibilities and legal obligations to fulfil. These responsibilities are enshrined in the [Police \(NI\) Act 2000](#).

The PSNI understands and appreciates that the demands on policing are changing, and society is also changing.

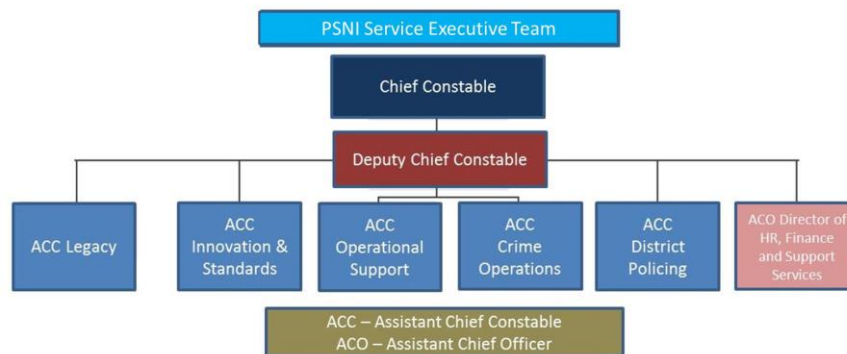
The population is increasing and getting older and is expected to grow to 1.95 million over the next decade, with a significant proportion of this being due to international migration. This will result in a more diverse society with changes in demographic make-up, language and culture.

The challenge now is to build on the achievements of the PSNI to date and accelerate the pace of change to ensure that policing serves the needs of a changing Northern Ireland. The scale of the challenge is significant and learning from past experiences and benchmarking to best practice will be critical. A clear direction for this next phase has been set out in the PSNI Corporate Plan.

The successful candidate will understand the unique role and challenges in leading the PSNI and will need to work collaboratively with other agencies and criminal justice partners to ensure that the public are kept safe and feel safe, crime is prevented, offenders are brought to justice and new and emerging threats to public safety are efficiently and effectively addressed.

PSNI: Executive Structure

The current structure of the PSNI is set out below and the new Chief Constable may, in due course, wish to review this structure in driving the performance, effectiveness and resilience of the organisation and the Service Executive Team (SET). Any such review must be undertaken in conjunction with the Board, which has statutory responsibility in making appointments at this level in PSNI:



APPLICATION, SELECTION PROCESS AND TIMELINE

Applications

You are strongly advised to read all the sections of this document, along with the Job Description, Person Specification and other information available on the Board's [Chief Constable Recruitment](#) webpage before completing and submitting your application.

All the information, documents including this one and forms needed to prepare and submit your application can be accessed and downloaded from the Board's [Chief Constable Recruitment](#) webpage, and completed and submitted electronically, these include:

- **Job Description** – outlines the purpose and the key accountabilities associated with the role.
- **Person Specification** – describes the essential criteria, education, qualifications, skills, experience and competencies needed to perform the role.
- **Application Form** – is designed to collect personal details and information about your experience, qualifications, motivation, competencies and suitability for the Chief Constable role.
- **Equality & Diversity Monitoring Form** – the information you provide in this form is for monitoring purposes only and will be treated in the strictest confidence. This information will play no part in the selection decision and the form will be detached from your application form on receipt.
- **Chief Constable's Reference** – a reference from your current Chief Constable or equivalent (e.g. Police and Crime Commissioner). This reference template should be given to your Chief Constable (or equivalent) to complete and return in hardcopy or electronically.

Applicants are required to submit completed versions of the above documents along with the following:

- **Performance Development Review (PDR)** – a copy of your most recent appraisal report.

All forms and requested reports should be returned to:

Amanda Stewart
Chief Executive
Northern Ireland Policing Board
Waterside Tower
31 Clarendon Road
Clarendon Dock
Belfast
BT1 3BG

Alternatively, these documents can be attached to an e-mail and sent to:

amanda.stewart@nipolicingboard.org.uk

All the documentation should be received no later than **12 noon on Tuesday 7 May 2019**.

Familiarisation day

To help potential applicants learn more about the role, and make an informed decision about whether to apply for the role, the Board will host a familiarisation day at the Board's office on **Wednesday 16 April 2019**. While this is not a formal part of the selection process, potential applicants are encouraged to attend.

If you are interested in attending the familiarisation day please contact, Amanda Stewart, Chief Executive to the Board (contact details can be found in the last section of this information pack).

Familiarisation day expenses

The Board will consider paying reasonable and necessary expenses of potential applicants who wish to attend the familiarisation day.

Appointment Panel

All the information submitted by applicants will be considered by the Appointment Panel (the Panel) which will be chaired by Anne Connolly OBE, Chair of the Board and will include:

- John Blair MLA
- Alan Chambers MLA
- Linda Dillon MLA
- Dolores Kelly MLA
- Colm McKenna
- Wendy Osborne
- Mervyn Storey MLA

The Panel will undertake the shortlisting assessment against the essential criteria, competencies and behaviours at the 'Executive' level of the Competency and Values Framework (CVF) for Policing, as detailed in the Person Specification. Shortlisting will take place on **Tuesday 14 May 2019**.

Each candidate will be notified no later than close of play **Wednesday 15 May 2019** of the shortlisting outcome and next steps as appropriate. In advance of the assessment day, shortlisted candidates will be required to complete an online personality questionnaire and undertake a one-to-one feedback interview with an Occupational Psychologist. Information from the feedback interview will be used to identify areas to explore further during the interview stage of the assessment day.

Shortlisted candidates will be contacted and sent details about how to access and complete the online personality questionnaire and arrangements for the feedback interview.

Assessment day

Shortlisted candidates will be invited to attend an assessment day on **Thursday 23 and / or Friday 24 May 2019** at the Board's office. The assessment will include a presentation (topic to be given on the day) and an interview; the Panel will be as outlined above.

An external Policing Advisor will also be present during the presentation and interview stage to provide professional policing advice to the Panel on how well a candidate's response fits within operational areas covered during the assessment process. The Policing Advisor will be present to provide professional advice and will not be involved in the formal assessment of candidates or decision making.

Dates to remember

Date	April
09	Advertisement launch and applications open
16	Familiarisation day
Date	May
07	Applications close (12:00 noon)
14	Shortlisting
15	Applicants notified of shortlisting outcome
15 - 21	Shortlisted candidates need to complete an online personality questionnaire and undertake a telephone feedback interview with an Occupational Psychologist
23 - 24	Assessment day - presentation & interview day(s)

Assessment day expenses

The Board will pay reasonable and necessary expenses of candidates invited to the assessment day.

TERMS & CONDITIONS OF THE APPOINTMENT

Terms of appointment

The appointment will be for up to a five year fixed term and will be discussed and agreed with the successful candidate.

Termination

Termination of appointment is subject to three calendar months' notice in writing from either party.

Medical examination

The successful candidate will be required to undertake a medical examination before taking up appointment.

Security clearance

The successful applicant will be appointed subject to holding or obtaining security clearance at Developed Vetting (DV) level. In addition, the successful candidate will undergo the process to achieve enhanced Developed Vetting as part of the appointment process.

Residence

The Board envisage that the successful candidate will reside in Northern Ireland throughout the period of their appointment as Chief Constable.

Working duty

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

Working hours

Working hours will be not less than 40 hours per week and such as are needed to fulfil the requirements of the post, subject to the requirements of the Working Time Directive. However, the post holder will have responsibility for representing the PSNI and meeting statutory and operational requirements, often at short notice, which may require working additional hours. There is a requirement to be contactable 24 hours per day when not on leave or in the absence of a designated deputy. The role will require evening and weekend working, including attending meetings and events during these times.

Pension

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

Removal and relocation expenses

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

Holiday

The post holder is entitled to leave in accordance with Police Regulations.

Telephones, IT and other equipment

Mobile telephone, palmtop organiser, laptop computer and other equipment, which is necessary to ensure convenient working arrangements, will be made available.

Disclosure of relationships

Canvassing members of the Board or the Panel, either directly or indirectly, will lead to disqualification from the selection and assessment process. Applicants must disclose any relationship to a member of the Panel and failure to disclose will also result in disqualification from the process.

USEFUL INFORMATION

You are encouraged to visit and access information from the [Board's website](#), and key documents and suggested websites listed below, to get a better understanding of the unique blend of policing challenges across Northern Ireland.

Key documents

- [Northern Ireland Policing Board Annual Policing Plan 2019-20](#)
- [Police Service of Northern Ireland \(PSNI\) Annual Statement of Accounts 2017 - 2018](#)
- [PEEL: Police efficiency 2017 – Police Service of Northern Ireland – Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services](#)
- [PEEL: Police effectiveness 2017 – Police Service of Northern Ireland – Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services](#)
- [Police Service of Northern Ireland \(PSNI\) Code of Ethics](#)
- [Police \(Northern Ireland\) Act 2000](#)

Useful website links

- [Police Service of Northern Ireland](#)
- [Policing and Community Safety Partnerships](#)
- [Department of Justice](#)
- [Police Ombudsman for Northern Ireland](#)

Queries

Any questions in relation to the Chief Constable role, selection process or the familiarisation day should be directed to:

Amanda Stewart - Chief Executive

Phone: +44 (0) 028 9040 8500 or e-mail: amanda.stewart@nipolicingboard.org.uk



Northern Ireland Policing Board

Waterside Tower
31 Clarendon Road
Clarendon Dock
Belfast BT1 3BG



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information@nipolicingboard.org.uk



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nipolicingboard



Northernirelandpolicingboard



Appointment of
CHIEF CONSTABLE
Police Service of Northern Ireland

**Completed Application Forms must be returned to no later than
12:00 pm (noon) on the 25th April 2014**

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Chief Constable of the Police Service of Northern Ireland

Thank you for your interest in the post of Chief Constable of the Police Service of Northern Ireland (PSNI).

This role provides a unique opportunity to lead the PSNI. This is one of the most demanding and high profile policing roles in the UK, leading engagement with the public, private and voluntary sectors to deliver safety and better quality of life for the people of Northern Ireland. The successful candidate will play a vital role in leading and inspiring the PSNI to meet the complex challenges of policing in the 21st century.

We are looking for an outstanding leader who will drive change across the police service, inspire partners nationally and locally and play a leading role in ensuring that Northern Ireland's communities flourish and become safer and stronger with improved opportunities and a better quality of life.

The Chief Constable will lead a service of approximately 6900 Officers and 2400 Support Staff and strategically manage an ambitious programme of continuous improvement for the PSNI, putting the prevention and detection of crime first.

This is a challenging time for Policing in Northern Ireland and the successful applicant will have the leadership, professional and people skills to lead officers and staff in ensuring Northern Ireland becomes safer and stronger.

If you have the drive, passion and commitment to deliver against this wide ranging remit, we look forward to hearing from you and wish you well with your application.

Anne Connolly
Chair, NIPB

JOB DESCRIPTION

CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND

JOB TITLE: Chief Constable of the Police Service of Northern Ireland (PSNI)

ACCOUNTABLE TO: The Northern Ireland Policing Board (NIPB)

THE CHALLENGE: You will lead the PSNI in a time of significant challenge, maintaining the rule of law and continuing to improve the performance of the police and the confidence of the public in the police within this jurisdiction.

GENERAL RESPONSIBILITIES:

- To be accountable to NIPB in the prevention and detection of crime, maintaining public order and the rule of law.
- To lead, manage and control the Police Service of Northern Ireland (PSNI) in providing an effective, efficient, impartial and accountable policing service.
- To secure the confidence of communities in Northern Ireland by reducing crime and the fear of crime.
- To work in partnership with communities and a range of public, private and voluntary sector agencies to promote and sustain a safer Northern Ireland.

DUTIES AND RESPONSIBILITIES:

- To meet the specific statutory and legal obligations of the office of Chief Constable.
- To act as Accounting Officer in the management and controls of the budget for the PSNI, now in excess of £700 million.

- To lead and manage the operations of the Police Service of Northern Ireland (PSNI) in accordance with the Policing Plan objectives set by NIPB and in accordance with Police Acts and Regulations.
- To develop strong Policing and Community Safety Partnerships with the new Local Council areas, helping local accountability and confidence develop across Northern Ireland.
- To deliver strong leadership that drives and rewards performance, giving approximately 6900 police officers and 2400 support staff a clear sense of direction, achievement and pride.
- To lead and manage the PSNI Service Executive Team to ensure that policing with the community and Service First is at the core of the policing service and that the wellbeing of officers and staff is secured.
- To lead and direct organisational change, modernising the policing service, maintaining continuous improvement in the context of the knowledge and experiences of the wider policing environment.
- To maintain the current ethos and highest standards of compliance with the Human Rights Act and Articles of ECHR and be a beacon of excellence in the international police arena.
- To promote the highest standards of integrity, professional conduct and equality throughout the PSNI.
- To work collaboratively with stakeholders in the Justice System, HMIC, CJI, Police Ombudsman, Oversight and Surveillance Commissioners, security and other crime agencies in building a safer community.
- To produce Annual Policing Plans with the NIPB, providing transparency, openness, accountability and good governance of a Public Body.
- To attend as required NIPB Meetings and report on performance against responsibilities.
- To undertake all other duties required of the office of the Chief Constable.

PERSONNEL SPECIFICATION

CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND

MINIMUM CRITERIA:

1. Senior management experience at ACC Level or above (or equivalent) within another police service for a minimum of 2 years. (See Annex 1)
2. Successful completion of the Strategic Command Course or An Garda Síochána Executive Leadership Programme.
3. Be a British citizen or a citizen of a country that is a member of the European Economic Area, or Switzerland. (Commonwealth citizens and other foreign nationals are also eligible but only if they are resident in the UK, free of restrictions, at the time of their application).

ESSENTIAL EXPERIENCE:

- Extensive and successful experience of leading within a police service, including the operational command of senior police officers. (If shortlisting is deemed necessary, this criterion will be enhanced to require 2 years' such experience within the last 5 years).
- Extensive and successful experience of leading and delivering major organisational change.
- Experience in the strategic development and management of effective partnerships with a wide range of stakeholders
- Demonstration of continuous professional development

PERSONAL QUALITIES

The successful candidate will be expected to demonstrate key Personal and Professional Qualities within the Policing Performance Framework as they relate to chief officer ranks.

Those specifically identified for the role of Chief Constable are:

- **Serving the Public**

Promotes a real belief in public service, focusing on what matters to the public and will best serve their interests. Ensures that all staff understand the expectations, changing needs and concerns of different communities, and strive to address them. Builds public confidence by actively engaging with different communities, agencies and strategic stakeholders, developing effective partnerships at a local and national level. Understands partners' perspectives and priorities, working co-operatively with them to develop future public services within budget constraints, and deliver the best possible overall service to the public.

- **Leading strategic change**

Thinks in the long term, establishing a compelling vision based on the values of the Police Service, and a clear direction for the force. Instigates and delivers structural and cultural change, thinking beyond the constraints of current ways of working, and is prepared to make radical change when required. Identifies better ways to deliver value for money services that meet both local and national needs, encouraging creativity and innovation within the force and partner organisations.

- **Leading the workforce**

Inspires people to meet challenging organisational goals, creating and maintaining the momentum for change. Gives direction and states expectations clearly. Talks positively about policing and what it can achieve, building pride and self-esteem. Creates enthusiasm and commitment throughout the force by rewarding good performance, and giving genuine recognition and praise. Promotes learning and development within the service, giving honest and constructive feedback to colleagues and investing time in coaching and mentoring staff.

- **Managing performance**

Translates the vision into action by establishing a clear strategy and ensuring appropriate structures are in place to deliver it. Sets ambitious but achievable timescales and deliverables, and monitors progress to ensure strategic objectives are met. Identifies and removes blockages to performance, managing the workforce and resources to deliver maximum value for money. Defines what good performance looks like, highlighting good practice. Confronts underperformance and ensures it is addressed. Delegates responsibilities appropriately and empowers people to make decisions, holding them to account for delivery.

- **Professionalism**

Acts with integrity, in line with the values and ethical standards of the Police Service. Delivers on promises, demonstrating personal commitment, energy and drive to get things done. Defines and reinforces standards, demonstrating these personally and fostering a culture of personal responsibility throughout the force. Asks for and acts on feedback on own approach, continuing to learn and adapt to new circumstances. Takes responsibility for making tough or unpopular decisions, demonstrating courage and resilience in difficult situations. Remains calm and professional under pressure and in conditions of uncertainty. Openly acknowledges shortcomings in service and commits to putting them right.

- **Decision making**

Assimilates complex information quickly, weighing up alternatives and making sound, timely decisions. Gathers and considers all relevant and available information, seeking out and listening to advice from specialists. Asks incisive questions to test facts and assumptions, and gain a full understanding of the situation. Identifies the key issues clearly, and the inter-relationship between different factors. Considers the wider impact and implications of different options at a local and national level, assessing the costs, risks and benefits of each. Prepared to make the ultimate decision, even in conditions of ambiguity and uncertainty. Makes clear, proportionate and justifiable decisions, reviewing these as necessary.

- **Working with others**

Builds effective working relationships through clear communication and a collaborative approach. Maintains visibility and ensures communication processes work effectively throughout the service and with external bodies. Consults widely and involves people in decision-making, speaking in a way they understand and can engage with. Treats people with respect and dignity regardless of their background or circumstances, promoting equality and the elimination of discrimination. Treats people as individuals, showing tact, empathy and compassion. Negotiates effectively with local and national bodies, representing the interests of the Police Service. Sells ideas convincingly, setting out the benefits of a particular approach, and striving to reach mutually beneficial solutions. Expresses own views positively and constructively. Fully commits to team decisions.

PSYCHOMETRIC PROFILE AND APTITUDE TEST

Candidates will be required, if selected for interview, to undertake an online psychometric profile and aptitude test. (Instructions will be provided as part of the invite to interview letter).

MEDICAL

Candidates will be required to complete a medical questionnaire and undertake a medical examination. Appointment will be conditional upon medical suitability for the post.

VETTING

All Senior Officer Posts in the PSNI are required to achieve the Developed Vetting (DV) level.

RESIDENCE

The successful candidate will be required to reside in Northern Ireland throughout the period of their appointment as Chief Constable.

PERSONNEL SPECIFICATION

CHIEF CONSTABLE

The following extracts from Police Acts/Regulations are applicable to the appointment of a Chief Constable for the Police Service of Northern Ireland.

Police (Northern Ireland) Act 2000

35 – (1) The Board shall, subject to the approval of the Minister for Justice appoint the Chief Constable.

Police Service of Northern Ireland Regulations 2005

DETERMINATION OF THE MINISTER FOR JUSTICE REGARDING THE APPOINTMENT OF SENIOR OFFICERS

EXTRACT FROM NORTHERN IRELAND OFFICE POLICING DIVISION CIRCULAR 3/2007

PART ONE – EXPERIENCE

Subject to section 35(1) of the Police (Northern Ireland) Act 2000 and regulations 9 and 10, no person shall be appointed as Chief Constable of the police service unless for a period of not less than two years he holds or has held the rank of assistant chief constable (or commander in the Metropolitan police force or the City of London police force) or above.

- (a) in some other police force;
- (b) in the British Transport police;
- (c) whilst engaged on relevant service within the meaning of section 97(1) of the Police Act 1996; or
- (d) partly in one of the capacities above and partly in another.

TERMS AND CONDITIONS OF APPOINTMENT

APPOINTMENT OF CHIEF CONSTABLE TO PSNI

1. General

The Police Service of Northern Ireland is responsible for policing in Northern Ireland, which has a population of 1.8 million people. The Police Headquarters is in Belfast and the present command structure consists of the Chief Constable, a Deputy Chief Constable and five Assistant Chief Constables, a Director of Finance and a Director of Human Resources. PSNI have approximately 6900 police constables and 2400 support staff.

2. Appointment

The appointment will be subject to the Police (Northern Ireland) Acts of 1998, 2000 and 2003 and in accordance with the Police Service of Northern Ireland Regulations 2005 (No: 547) and associated determinations. Pension Regulations will also apply.

The successful candidate will be required to reside in Northern Ireland throughout the period of appointment as Chief Constable.

3. Tenure of Appointment

The appointment is for an established post. The appointment will initially be offered for a fixed term of up to five years within the provisions of the Police Service of Northern Ireland Regulations 2005. The successful candidate will be expected to commence within 3 months of accepting the post.

4. Pay and Benefits/Allowances

The Salary will be in accordance with nationally agreed pay scales and from September 2013 remuneration is £195,483.

Further details concerning the benefits and allowances will be provided at a later date, but applicants may contact the NIPB directly about them before applying if they so wish.

5. Medical

The successful candidate will be required to complete a medical questionnaire and undertake a medical examination. Appointment will be conditional upon medical suitability for the post

6. Vetting

The successful candidate will be required to submit and achieve the Developed Vetting level for the post.

7. Notice Period

Period of notice for this post is 3 months.

8. Canvassing

Canvassing, either directly or indirectly will disqualify a candidate from appointment.

TIMETABLE FOR APPOINTMENT PROCESS FOR POST OF CHIEF CONSTABLE

DATE	EVENT
Friday 25 th April	Closing date for applications (noon)
Friday 2 nd May	Shortlisting of candidates for interview
W/c 12 th May	Psychometric profile and aptitude test
W/c 26 th May	Interviews

DESCRIPTION OF THE APPOINTMENT PROCESS

1. Applicants must advise their Chief Constable or Commissioner that they have applied for the post.
2. If there are a large number of applications the Selection Panel may initiate a sifting procedure of all applicants.
3. The Board's Selection Panel will conduct its shortlisting of candidates for interviews on the basis of the Minimum Criteria, Essential Experience and Personal Qualities as set out in the Personnel Specification.
4. HMIC will be present to advise the panel in the shortlisting and interview processes and will advise only on technical and professional policing issues. HMIC will not influence the selection process. There will in addition be other advisory personnel present to assist the panel; these will include the CEO of the Policing Board and an official to assist him as well as a Human Resources Advisor and a Professional Policing Advisor.
5. Following shortlisting, shortlisted candidates will be initially invited to undertake a psychometric profile exercise and aptitude test. This will be conducted online and the assessment report will be forwarded to the Chair of the panel for consideration with the panel at the interview stage.
6. Shortlisted candidates will subsequently be invited to a formal interview which will also include making a presentation to the Panel on a topic notified to the candidates not less than 30 minutes prior to the presentation.

EQUAL OPPORTUNITIES

Equal Opportunities Statement

The Northern Ireland Policing Board and PSNI are committed to having a workforce representative of the community it serves. We are also committed to equality of opportunity and welcome applications to all vacancies from any suitably qualified candidate.

Applications are particularly welcome from Catholics, females and members of ethnic minority communities as they are currently under-represented. However, all appointments are made strictly on merit.

Equal Opportunity Monitoring

Equality monitoring is the process of collecting, storing and analysing information that is relevant to and necessary for the purpose of promoting equality of opportunity between different categories of persons. This section sets out what information is collected, the reasons for doing so and what it is used for.

You should note that the Monitoring Form is regarded as part of your application and failure to fully complete and return it will result in disqualification. The Monitoring Form will be processed separately and neither the form nor the details contained in it will be available to those considering your application.

Legislative Context

This section explains the reasons for gathering this information by setting out the legislative background.

Gender

The Sex Discrimination (NI) Order 1976 (as amended) makes it unlawful to discriminate against an individual on the grounds of his or her sex.

Information on gender is also necessary to enable the completion of the annual statutory monitoring return, as required by the Fair Employment and Treatment (NI) Order 1998. Section 75 of the Northern Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between men and women generally.

Age

The Employment Equality (Age) Regulations (NI) 2006 make it unlawful for employers and others to discriminate on grounds of age. Section 75 of the

Northern Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between persons of different age.

Community Background

The Fair Employment and Treatment (NI) Order 1998 outlaws discrimination on the basis of religious belief or political opinion. The information requested in the Community Background section of the monitoring form is required in connection with the requirements of the above Order and to enable the completion of the annual statutory monitoring return to the Equality Commission for NI.

Section 75 of the Northern Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between persons of different religious belief and political opinion. Following guidance issued in July 2007 by the Equality Commission for NI the Board has decided to use “community background” information as a proxy for political opinion.

Disability

Section 75 of the Northern Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between persons with a disability and persons without.

The Disability Discrimination Act 1995 (the DDA) provides protection for disabled persons against discrimination on the grounds of disability.

The DDA defines disability as a “physical or mental impairment, which has a substantial and long term adverse effect on a person’s ability to carry out normal day-to-day activities.”

This definition is interpreted as follows:-

Physical Impairment: this includes, for instance, a weakening of part of the body (eyes, ears, limbs, internal organs etc) caused through illness by accident or from birth. Examples would be blindness, deafness, paralysis of a leg or heart disease.

Mental Impairment: this includes mental ill health and what is commonly known as learning disability.

Substantial: put simply, this means the effect of the physical or mental impairment on ability to carry out normal day to day activities is more than minor or trivial. It does not have to be a severe effect.

Long-term adverse effect: the effect has to have lasted or be likely to last overall for at least 12 months and the effect must be a detrimental one. A person with a life expectancy of less than 12 months is of course covered if the effect is likely to last for the whole of that time.

A normal day to day activity: this is something which is carried out by most people on a fairly regular and frequent basis such as washing, eating, catching a bus or turning on a television. It does not mean something so individual as playing a musical instrument to a professional standard or doing everything involved in a particular job.

What sort of effect must there be?

The person must be affected in at least one of the respects listed in the DDA: mobility; manual dexterity; physical co-ordination; continence; ability to lift, carry or otherwise move everyday objects; speech; hearing or eyesight; memory or ability to concentrate, learn or understand; or perception of risk of physical danger.

What happens if the effects are reduced by medication or other treatment?

Broadly speaking, the effects that matter are those that would be present if there was no medication or treatment taking place. The exception is people who wear spectacles or contact lenses when what matters is the effect that remain while the spectacles or contact lenses are being used.

Are there any types of condition covered by special provisions in the DDA?

Yes, because some people with particular conditions might not otherwise be counted as disabled. These are provisions covering:

Recurring or fluctuating conditions such as arthritis, where the effects can sometimes be less than substantial, which are treated as continuing to have a substantial adverse effect so long as that effect is likely to recur;

Conditions which progressively deteriorate, such as motor neuron disease, which count as having a substantial effect from the first time they have any effect at all on ability to carry out normal day to day activities even if it is not substantial, so long as there is eventually likely to be a substantial adverse effect; and

People with cancer, HIV, or multiple sclerosis are deemed to be disabled people from the point of diagnosis, regardless of whether or not they have any symptoms.

Are any conditions not covered?

Yes, the following conditions specifically do not count as impairments:

Addiction to or dependency on alcohol, nicotine or any other substance (unless resulting from the substance being medically prescribed);

Seasonal allergic rhinitis (e.g. hay fever) unless it aggravates the effect of another condition;

Tendency to set fires, or steal, or physically or sexually abuse other persons;

Exhibitionism and voyeurism;

Severe disfigurements consisting of tattoos, non-medical body piercing or attachments to such piercing are not treated as having substantial adverse effects.

What if someone has recovered from a disability?

Much of the DDA also applies to people who have had a disability in the past (for example, someone who was disabled by mental ill health) but have now fully recovered. People who were registered disabled under the Disabled

Persons (Employment) Act (NI) 1945 both on 12 January 1995 and 2

December 1996 will be regarded as having had a disability in the past if they do not in any case fall within the definition of the DDA.

Race

The Race Relations (NI) Order 1997 makes it unlawful to discriminate on grounds of colour, race, nationality or ethnic or national origin. Section 75 of the Northern Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between persons of different racial group.

Sexual Orientation

The Employment Equality (Sexual Orientation) Regulations (NI) Order 2003 makes it unlawful for employers and others to discriminate on the grounds of sexual orientation. In order to monitor the effectiveness of the Board's policies information is gathered on sexual orientation. Section 75 of the Northern

Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between persons of different sexual orientation.

Marital Status & Dependants

Section 75 of the Northern Ireland Act 1998 requires public authorities in carrying out their functions in NI to have due regard to the need to promote equality of opportunity between persons of different marital status and between persons with dependants and persons without.

Use of Monitoring Information

Monitoring information is used to enable the PSNI to assess the effectiveness of its EO policies and to determine the impact (if any) of various policies and procedures on different categories of staff. In addition to this internal focus community

background and gender information on both staff and applicants is used to complete the annual statutory monitoring return to the Equality Commission.

Confidentiality of Monitoring Information

As with other forms of personal data, the obtaining, use, storage and disclosure of monitoring information is covered by the Data Protection Act 1998 (DPA).

Monitoring information is protected by a high level of security. Access to this data is restricted to NIPB and PSNI staff whose duties make it necessary for them to have it. Misuse of monitoring information is viewed as a disciplinary offence.

The confidentiality of community background information is also protected through regulations made under the Fair Employment and Treatment (NI) Order 1998 (FETO). These make it a criminal offence, subject to specific exceptions, for an employer or employee to disclose information on the community background of an individual which has been obtained or used for the purposes of monitoring under FETO.

The release of an individual's monitoring information is permitted by legislation as part of prospective or actual proceedings under equality legislation, e.g. where another individual has made a complaint of alleged discrimination.

POLICING PLAN AND NIPB CORPORATE PLAN

Further details can be found on the NIPB website:

<http://www.nipolicingboard.org.uk/index/publications/policing-plans.htm>

<http://www.nipolicingboard.org.uk/index/theboard/corporate-plan.htm>



DEPUTY CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND

CANDIDATE INFORMATION PACK

2019

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NORTHERN IRELAND POLICING BOARD: CHAIR'S MESSAGE

I welcome your interest in the position of Deputy Chief Constable for the Police Service of Northern Ireland (PSNI).

This is a key role in the PSNI Service Executive Team (SET) and the Policing Board is looking for an inspirational officer to support the Chief Constable.

Leading on performance management, driving modernisation and change, and managing a diverse range of resources across the organisation are high on the list of priorities for this position.

The PSNI is responsible for delivery of the policing service, maintaining and improving the safety and well-being of our people and places. Working together with the community, the wider criminal justice sector and other partner organisations, the PSNI is at the heart of delivering the shared goal of keeping people safe.

Effective policing is central to having a safe community. As a Policing Board representing the people of Northern Ireland, we are committed to making sure that the service delivered is accountable, fair, impartial and protects the rights of each individual and the wider community.

The demands on policing are changing and evolving and are becoming more complex in nature. There is a need to explore new and innovative ways of working to drive the necessary future organisational change and development. Whilst good progress has been made there is still a lot of work to do.

The Board is working with the Chief Constable to progress the next phase of organisational transformation and change within the PSNI. We need a strong, resilient and inspirational Deputy Chief Constable who is capable of delivering excellence in policing, building relationships and working collaboratively and creatively with others to achieve the best outcomes for policing and the public it serves.

This is an excellent opportunity for an outstanding senior officer to bring their wide ranging skills and experience to this pivotal position within the PSNI.

The successful candidate will support the Chief Constable in all of this work and with SET colleagues will be responsible for driving cultural change and promoting strong standards, values and ethics to ensure the PSNI continues to deliver an effective and professional service.

This Candidate Information Pack has been designed to provide you with information on the requirements for the Deputy Chief Constable position. If you have the necessary skills, experience and capability to undertake this demanding and challenging role, we look forward to receiving your application.

Professor Anne Connolly
Chair

INSPIRATIONAL LEADER SOUGHT FOR POLICE SERVICE OF NORTHERN IRELAND

Post: Deputy Chief Constable, Police Service of Northern Ireland

Salary: £168,582 + plus benefits

The Northern Ireland Policing Board (the Board) is seeking to appoint an inspirational and decisive leader into the post of Deputy Chief Constable for the PSNI.

The successful candidate will already have demonstrated a breadth and depth of operational command experience and will have a proven track record of leading performance, resource management, change and transformation in policing at the most senior levels.

Supporting the Chief Constable, we are looking for a strong and resilient leader who will work with colleagues, partner organisations, stakeholders and the community to drive forward the PSNI's policing with the community and its modernisation agenda.

The successful candidate should be agile, adaptive and responsive to change with experience of leading a complex policing organisation of officers and multi-disciplined professionals in a fluid policing, business, financial and political environment.

They should be comfortable representing the organisation at all levels, with strong relationship management, negotiating and influencing credentials to inspire and drive performance, while dealing with governance and accountability issues and providing strong leadership in

progressing organisational and operational strategy.

This is undoubtedly one of the most varied, challenging and fulfilling leadership roles in policing that carries significant personal, organisational and operational responsibilities. For the right candidate it offers an unparalleled opportunity to make a significant difference to the PSNI, policing and the people of Northern Ireland.

The Board and PSNI are committed to developing a diverse workforce and to promoting an organisational culture where everyone is treated with dignity, fairness and respect. The appointment will be on the principles of merit, fairness, openness and transparency.

Applicants must have successfully completed the Strategic Command Course (SCC) (or its equivalent) and have experience at Chief Officer level.

If you want the exciting challenge of helping lead PSNI through the next period of transformation, we look forward to hearing from you.

For further information and all the application details and forms please visit our Deputy Chief Constable Recruitment webpage:

www.nipolicingboard.org.uk/deputy-chief-constable

Closing date: **Friday 6 December 2019 at 12:00 noon.**

The Board and PSNI are committed to being representative of the communities we serve and welcome all applicants interested in a career in policing. Applications are particularly welcome from the Roman Catholic community, women and members of Black and Minority Ethnic Groups, as they are currently under-represented at senior levels in the PSNI.

PSNI: THE STRATEGIC CHALLENGE

The PSNI was formally established on 4 November 2001 and is responsible for policing within Northern Ireland. It serves a diverse population of some 1.8 million people, in cities, towns and the rural countryside.

It has approximately 9,841 police officers and staff (6,770 officers and 2,297 police staff) 274 part time reservists and 500 managed service personnel supported by a budget of over £800 million.

PSNI's current vision is to 'help build a safe confident and peaceful Northern Ireland'.

Northern Ireland continues to grow and thrive and as a police service the PSNI is a vital element in working with; public, private, statutory, voluntary and community stakeholders to continue in helping to build a safe confident and peaceful society. The PSNI has a wide range of statutory responsibilities and legal obligations to fulfil. These responsibilities are enshrined in the [Police \(NI\) Act 2000](#).

The PSNI understands and appreciates that the demands on policing are changing, and society is also changing.

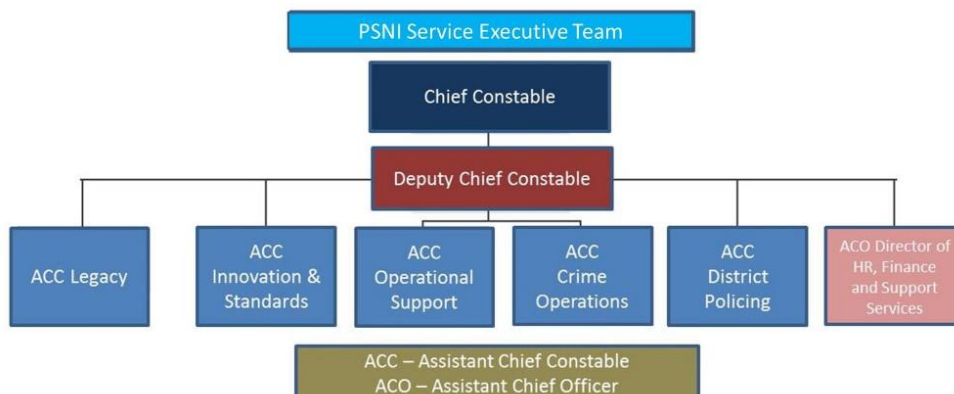
The population is increasing and getting older and is expected to grow to 1.95 million over the next decade, with a significant proportion of this being due to international migration. This will result in a more diverse society with changes in demographic make-up, language and culture.

The challenge now is to build on the achievements of the PSNI to date and accelerate the pace of change to ensure that policing serves the needs of a changing Northern Ireland. The scale of the challenge is significant and learning from past experiences and benchmarking to best practice will be critical. A clear direction for this next phase has been clearly set out in the PSNI Corporate Plan.

The successful candidate will understand the unique role and challenges in helping lead the PSNI and will need to work with the Chief Constable, other agencies and criminal justice partners to ensure that the public are kept safe and feel safe, crime is prevented, offenders are brought to justice and new and emerging threats to public safety are efficiently and effectively addressed.

PSNI: Executive Structure

The PSNI is focused on becoming a modern service, that is better equipped to respond to the rapidly changing nature of crime and the expectations of the communities it serves. As part of the modernisation agenda the Board and PSNI have commissioned a review of the current Service Executive Team (SET) structure. The current structure of the SET is detailed below:



APPLICATION, SELECTION PROCESS AND TIMELINE

Applications

You are strongly advised to read all the sections of this document, along with the Job Description, Person Specification and other information available on the Board's [Deputy Chief Constable Recruitment webpage](#) before completing and submitting your application.

All the information, including this Information Pack and forms needed to prepare and submit your application can be accessed and downloaded from the Board's [Deputy Chief Constable Recruitment webpage](#), and completed and submitted electronically. These include:

- **Job Description** – outlines the purpose and the key accountabilities associated with the role.
- **Person Specification** – describes the essential criteria, education, qualifications, skills, experience and competencies needed to perform the role.
- **Application Form** – is designed to collect personal details and information about your experience, qualifications, motivation, competencies and suitability for the Deputy Chief Constable role.
- **Equality & Diversity Monitoring Form** – the information you provide in this form is for monitoring purposes only and will be treated in the strictest confidence. This information will play no part in the selection decision and the form will be detached from your application form on receipt.
- **NIPB Privacy Notice Appointment of Chief Officers and Senior Civilian Equivalents** – this explains how the Board uses any information you give to us, and the ways in which we protect your privacy.

Please note that both the Application Form and the Equality & Diversity Monitoring Form have been designed using the latest version of Microsoft Office (Microsoft 10) and candidates will need access to Microsoft 10 to open, complete and submit the forms electronically.

All completed forms should be returned to:

Amanda Stewart
Chief Executive
Northern Ireland Policing Board
Waterside Tower
31 Clarendon Road
Clarendon Dock
Belfast
BT1 3BG

Alternatively, these documents can be attached to an e-mail and sent to:

amanda.stewart@nipolicingboard.org.uk

All the documentation should be received no later than **12 noon on Friday 6 December 2019**.

Familiarisation day

To help applicants learn more about the role and organisation, the Board will host a familiarisation day at the Board's office during week commencing **20 January 2020**. While this is not a formal part of the selection process, applicants who are invited to the assessment day are encouraged to attend.

If you are interested in attending the familiarisation day please contact, Amanda Stewart, Chief Executive to the Board (contact details can be found in the last section of this information pack).

Familiarisation day expenses

The Board will consider paying reasonable and necessary expenses of candidates who wish to attend the familiarisation day.

Appointment panel

All the information submitted by applicants will be considered by the Appointment Panel (the Panel) which will be chaired by Professor Anne Connolly, Chair of the Board and will include:

- John Blair
- Alan Chambers
- Dolores Kelly
- Gerry Kelly
- Gary Middleton
- Paul Nolan
- Debbie Watters

The Panel will undertake the shortlisting assessment against the essential criteria, competencies and behaviours at the 'Executive' level of the Competency and Values Framework (CVF) for Policing, as detailed in the Person Specification. Shortlisting will take place on **Friday 17 January 2020**.

Each applicant will be notified no later than close of play **Monday 20 January 2020** of the shortlisting outcome and next steps as appropriate.

Assessment day

Shortlisted candidates will be invited to attend an assessment day between **Tuesday 28 and Friday 31 January 2020** at the Board's office. The assessment day will include a briefing exercise (to be completed on the day) and an interview; the Panel will be as outlined above.

Quality assurance

The appointed Selection and Assessment Advisor (S&AA) will be responsible for facilitating the shortlisting and assessment days and will quality assure and dip-sample the Panel's assessments to ensure these adhere to the principles of fair and objective assessment.

In order to provide further assurance, an independent Equality, Diversity and Human Rights (EDHR) Advisor will also be present during the shortlisting and assessment days to provide oversight and an additional level of scrutiny, probity and transparency that the processes are conducted in line with the principles of merit, fairness and openness.

In line with the Board's Guidance for the Appointment of Chief Officers and Senior Staff Equivalents, the PSNI Chief Constable will provide professional policing advice to the Panel during the shortlisting and assessment days on how well a candidate's response fits within operational areas covered as part of the assessment process. The Chief Constable will be present to provide professional advice and will not be involved in the formal assessment of candidates or decision making.

Dates to remember

Date	November 2019
7	Advertisement launch and applications open
Date	December 2019
6	Applications close (12:00 noon)
Date	January 2020
17	Shortlisting
20	Applicants notified of shortlisting outcome (no later than)
20 - 24	Familiarisation day (date TBC)
28 - 31	Assessment day – briefing exercise & interview day(s)

Assessment day expenses

The Board will pay reasonable and necessary expenses of candidates invited to the assessment day.

TERMS & CONDITIONS OF THE APPOINTMENT

Terms of appointment

The appointment will be for up to a five year fixed term and will be discussed and agreed with the successful candidate.

Termination

Termination of appointment is subject to three calendar months' notice in writing from either party.

Medical examination

The successful candidate will be required to undertake a medical examination before taking up appointment.

Security clearance

The successful applicant will be appointed subject to holding or obtaining security clearance at Developed Vetting (DV) level. In addition, the successful candidate will undergo the process to achieve enhanced Developed Vetting as part of the appointment process.

Residence

The Board envisage that the successful candidate will reside in Northern Ireland throughout the period of their appointment as Deputy Chief Constable.

Working duty

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

Working hours

Working hours will be not less than 40 hours per week and such as are needed to fulfil the requirements of the post, subject to the requirements of the Working Time Directive. However, the post holder will have responsibility for representing the PSNI and meeting statutory and operational requirements, often at short notice, which may require working additional hours. There is a requirement to be contactable 24 hours per day when not on leave or in the absence of a designated deputy. The role will require evening and weekend working, including attending meetings and events during these times.

Pension

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

Removal and relocation expenses

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

Holiday

The post holder is entitled to leave in accordance with Police Regulations.

Telephones, IT and other equipment

Mobile telephone, palmtop organiser, laptop computer and other equipment, which is necessary to ensure convenient working arrangements, will be made available.

Disclosure of relationships

Canvassing members of the Board or the Panel, either directly or indirectly, will lead to disqualification from the selection and assessment process. Applicants must disclose any relationship to a member of the Panel and failure to disclose will also result in disqualification from the process.

USEFUL INFORMATION

You are encouraged to visit and access information from the [Board's website](#), and key documents and suggested websites listed below, to get a better understanding of the unique blend of policing challenges across Northern Ireland.

Key documents

- [Northern Ireland Policing Board Annual Policing Plan 2019 - 2020](#)
- [Northern Ireland Policing Board Corporate Plan 2017 - 2020](#)
- [Police Service of Northern Ireland \(PSNI\) Annual Statement of Accounts 2017 - 2018](#)
- [PEEL: Police efficiency 2017 – Police Service of Northern Ireland – Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services](#)
- [PEEL: Police effectiveness 2017 – Police Service of Northern Ireland – Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services](#)
- [Police Service of Northern Ireland \(PSNI\) Code of Ethics](#)
- [Police \(Northern Ireland\) Act 2000](#)
- [Local Policing Review 2018: Consultation Response](#)
- [Local Policing Review 2018: Consultation Results and Analysis](#)

Useful website links

- [Police Service of Northern Ireland](#)
- [Policing and Community Safety Partnerships](#)
- [Department of Justice](#)
- [Police Ombudsman for Northern Ireland](#)

Queries

Any questions in relation to the Deputy Chief Constable role, selection process or the familiarisation day should be directed to:

Amanda Stewart - Chief Executive

Phone: +44 (0) 028 9040 8500 or e-mail: amanda.stewart@nipolicingboard.org.uk



Northern Ireland Policing Board

Waterside Tower
31 Clarendon Road
Clarendon Dock
Belfast BT1 3BG



028 9040 8500



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