



DEPUTY CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND (PSNI)
CANDIDATE INFORMATION BOOKLET
SEPTEMBER 2024



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1. NORTHERN IRELAND POLICING BOARD CHAIR'S MESSAGE

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

The NIPB is seeking to appoint a DCC who will work with the Chief Operating Officer to support the Chief Constable in the delivery of policing and play a key leadership role as a member of the Police Service of Northern Ireland Service Executive Team.

Working together with the Board, the Chief Constable has set out a vision for policing in Northern Ireland. We share a common ambition and are committed to building a safe, confident and peaceful society. Central to this is ensuring the policing service has the ability and capability to deliver, with support from the community, and continues to drive an inclusive and human rights based culture.

As the DCC you will play a key role in providing leadership to the Service Executive Team and will lead a policing portfolio whilst also driving and supporting other organisational wide projects including transformation and modernisation programmes already underway.

Crucial to the success of the service will be securing sufficient funding and implementing an operating model to maximise the impact of available policing resources. Opportunities to continue to build trust and confidence within the service and the wider community will need to be capitalised upon. The demands on policing are changing and the delivery model must adapt, but policing with the community remains as important today as it was over 20 years ago when the service was first established.

The successful person will have exceptional leadership skills and a significant level of resilience for this high profile, demanding and fast paced role.

This Candidate Information Booklet provides information on the DCC role along with the values and competency areas that will be assessed during the selection and assessment process.

If you think you have the experience, commitment and capability to undertake one of the most important leadership roles within policing, I hope you will apply.

MUKESH SHARMA MBE DL
CHAIR | NORTHERN IRELAND POLICING BOARD





2. CHIEF CONSTABLE'S MESSAGE

Policing in Northern Ireland has unique challenges. We are operating under a substantial terrorist threat; we police the only land border with the EU; we operate in a challenging and complex political landscape and under the spectre of austere cuts to our budget.

Facing down these challenges will necessitate a leader with a broad and diverse experience of policing and someone who can demonstrate innovative decision making with a proven record in managing considerable risk.

We place Neighbourhood Policing at the core of our policing model and require a Deputy Chief Constable to work in smarter, more intelligent ways to cut bureaucracy and boost productivity and problem solving measures in our communities. We are looking for a team player to join the senior team, who can work collaboratively, operate within a complex and demanding environment and who has sound political and business acumen.

Maintaining and improving performance levels remain key, so you must be comfortable in operating at pace and scale to understand, analyse and challenge how we can get the best out of our officers and staff.

Our most valued asset is our workforce and this recruitment process requires a leader who will support, enable and improve our people even further to enable them to deliver the finest policing services in the United Kingdom.

A core focus of the organisation is our commitment to be a victim focused police service that places victims at the heart of everything that we do. The PSNI is the most human rights compliant police service in the UK and our future Deputy Chief Constable must demonstrate a clear understanding and commitment to maintaining and further delivering on that cherished reputation.

Finally, workforce wellbeing is especially important at this time and you must be able to show that you care about your people and can provide for the high standards of personal behaviour expected from our communities.



JON BOUTCHER QPM
CHIEF CONSTABLE | POLICE SERVICE OF NORTHERN IRELAND



3. 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.

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 a 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**](http://www.niconnections.com/opportunity/moving-northern-ireland-guide)





4. 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 the delivery of policing services in Northern Ireland. It has a wide range of statutory responsibilities and legal obligations to fulfil and serves a diverse population of approximately 1.9 million people, with circa 8,500 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 immigration.

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.

The Police Service of Northern Ireland has progressed significantly since its inception in 2001, and whilst much has been achieved, there is much still to do to meet the challenges of the future. Against a backdrop of a potential financial shortfall in 2024/25 of £80m the Deputy Chief Constable will play a leading role in shaping the 2025-2030 Policing Plan and the operational models required to ensure the policing plan is delivered and the operational priorities met.

As a result of recent political instability – and in common with other public services in Northern Ireland – the Police Service is facing a profoundly challenging budgetary situation which the Chief Constable has described as “insufficient and unsustainable”. The local policing model is coming under significant pressure as a result of these structural funding issues and overcoming these will be a significant challenge and focus in the years ahead.

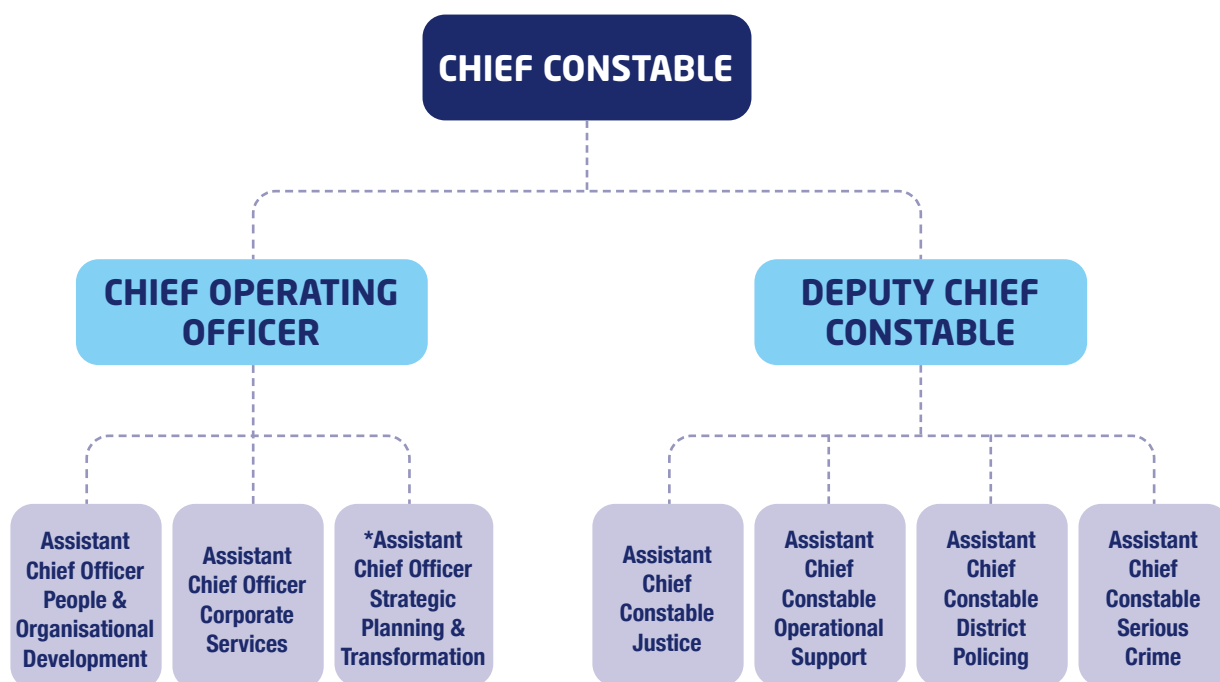
PSNI operates under a substantial terrorist threat and there are significant levels of organised and serious crime, requiring a continuous effort to keep people safe. Operational policing performance is strong, with Northern Ireland being one of the lowest regions for recorded crime, and PSNI are delivering 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 has a reputation for excellence across United Kingdom and international 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.

The SET structure is outlined below:



* Temporary for 3 years from March 2022 with possibility of two further 1 year extensions





5. DEPUTY CHIEF CONSTABLE JOB DESCRIPTION

ROLE TITLE:

DEPUTY CHIEF CONSTABLE, POLICE SERVICE OF NORTHERN IRELAND

ACCOUNTABLE TO:

CHIEF CONSTABLE, POLICE SERVICE OF NORTHERN IRELAND

ROLE SUMMARY:

The Deputy Chief Constable works collaboratively with the Chief Operating Officer in supporting the Chief Constable to lead a police service with circa 8,500 police officers and staff and a budget of circa £816 million.

The Deputy Chief Constable assists in creating a vision, direction and culture for the Service that builds public and organisational confidence and trust and enables the delivery of an effective policing service.

The Deputy Chief Constable holds direct operational accountability for the policing response to crime and major and critical incidents and its effective command and leadership.

The Deputy Chief Constable has lead responsibility for professional standards across the service.

The Deputy Chief Constable is responsible for the implementation and delivery of the Policing Plan and the day to day running of the Service in line with the agreed direction and vision, to provide a professional, effective and efficient policing service.

The Deputy Chief Constable is the Senior Information Risk Owner for PSNI and has responsibility for information risk strategy and management.

The Deputy Chief Constable contributes to the development of regional and national policing within a specific area of expertise and may be accountable for national operations or standard setting.





KEY ACCOUNTABILITIES

Serving the Public by Policing with the Community

- Contribute to the setting of the organisational and operational strategy for the Service, having due regard to the Northern Ireland Policing Plan and Strategic Policing Priorities, 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 their wider policing community.

Leading the Workforce

- Support the Chief Constable and work alongside the Chief Operating Officer to lead the Service, embedding the organisational culture and promoting values and ethics, to enable an effective and professional service.
- Through management of the work of the Professional Standards Department ensure the highest levels of honesty and integrity, ethical and professional behaviour are maintained throughout the PSNI.
- Support the Chief Constable and work alongside the Chief Operating Officer to lead, inspire and engage a cohesive, confident Service Executive Team (SET) setting and role modelling approaches to a workforce culture that promotes wellbeing, facilitates impactful professional development and performance management to create empowered teams that effectively enable the achievement of the PSNI vision and goals.
- Work with the wider SET team to embed a culture of organisational development, change and innovation, ensuring enhanced productivity, value for money and continuous improvement in evidence based policing.
- Discharge the powers and duties of the Chief Constable as required in their absence.

Professionalism and Accountability

- Support and maintain the mutually productive strategic relationship with the Northern Ireland Policing Board, whilst maintaining the principle of the Chief Constables' operational independence.
- Lead the implementation of the Service Policing Plan, ensuring that performance is monitored and evaluated with findings utilised to drive improvements in service delivery and the achievement of Service objectives.
- Develop guidance and provide strategic direction on identifying and managing threat, risk and harm within the policing area and in the Service policing responses in order to protect the public and develop operational strategies.
- Fulfil the authorising responsibilities of a Deputy Chief Constable, holding responsibility for compliance in order to protect the public and ensure effective policing responses.
- Discharge the duties of Senior Information Risk Owner for the service and chair the PSNI Data Board.
- As the Senior Information Risk Owner, ensure the Service has effective data risk management structures in place.
- 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 a meaningful operational performance framework and governance structure, in line with Service strategy, in order to hold the senior leadership of the organisation to account for operational delivery and outcomes in order to enable effective law enforcement and public protection.
- Support the financial management of the Police Service, driving efficiency and productivity within the budget framework to maximise the use of resources, ensure the effective use of public spending and maximise value for money.

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.
- Represent the PSNI at a local, regional and national level to the public, media and other external stakeholders to support the Chief Constable to improve visibility, connect with the public and build confidence in policing.

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 strategic relationships with local, regional and national partners, effectively influencing and collaborating to enable the achievement of the PSNI objectives and develop public confidence in policing.
- Develop national thinking, policy and guidance within an area of specialism to enable the continuous improvement of effective policing practice.





6. DEPUTY CHIEF CONSTABLE PERSON SPECIFICATION

ROLE TITLE:

DEPUTY CHIEF CONSTABLE, POLICE SERVICE OF NORTHERN IRELAND

SALARY:

£190,476 (PLUS BENEFITS)

APPOINTMENT:

The appointment will be subject to Ministerial approval.

ESSENTIAL CRITERIA:

- Successful completion of the Police Executive Leadership Programme (Level 5) or the previous Strategic Command Course (SCC) or 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, 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.

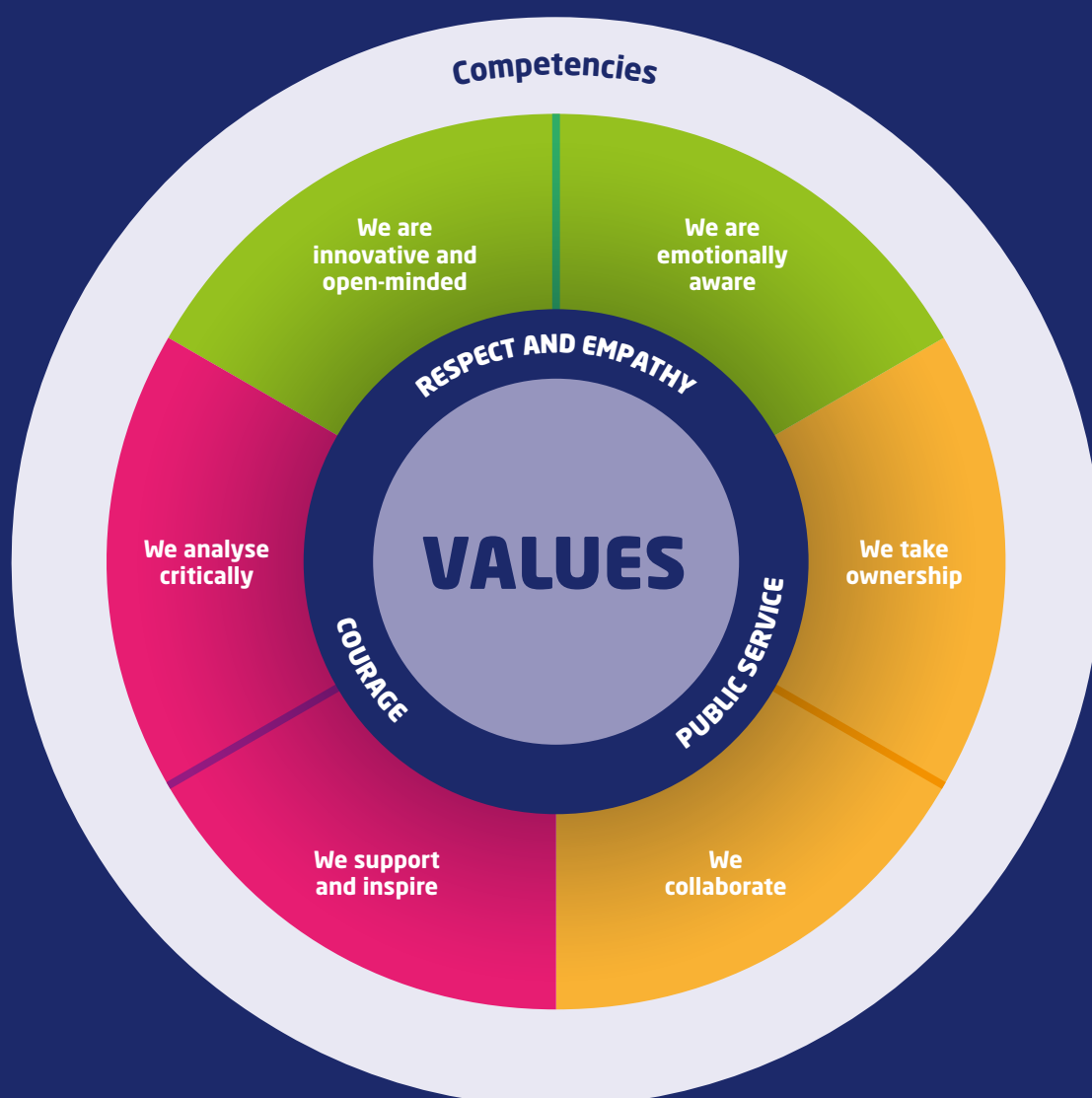


COMPETENCIES & VALUES:

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](#).





7. 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 [**Deputy 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 Deputy 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 the end programme report from the SCC or PELP (as appropriate to the candidate, if available).

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

All documents should be returned in electronic format to:
[**recruit@headstogether.com**](mailto:recruit@headstogether.com) c/o Joanne Kane, Director.

All the documentation must be received no later than 12 noon on Thursday 10 October 2024.

FAMILIARISATION DAY

To help shortlisted 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.

Further information about the role can also be provided by the Chief Operating Officer in PSNI or the Chief Executive of the Policing Board. If you would like to avail of this, please contact [**recruit@headstogether.com**](mailto:recruit@headstogether.com) c/o Joanne Kane, Director.



APPOINTMENT PANEL

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

- **Kate Lavery - Independent Member**
- **Trevor Clarke - Political Member**
- **Gerry Kelly - Political Member**
- **Peter McReynolds - Political Member**

The Panel will undertake the shortlisting assessment against the essential criteria as detailed in the Person Specification. Shortlisting will take place on 11 October 2024.

Each candidate will be notified no later than close of play on 14th October 2024 of the shortlisting outcome and next steps as appropriate (see sections below).

The Panel will be assisted throughout the process by Headstogether Consulting Ltd, acting as Selection & Assessment advisor to the Northern Ireland Policing Board.

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 11 November 2024 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. The Chief Constable of the PSNI and the Board's Selection & Assessment advisor will be present throughout the selection process but will not be involved in the formal assessment of candidates or decision making. The Chief Constable's role will be to provide professional policing advice to the Panel during the assessment process.





DATES TO REMEMBER

Date	September 2024
19th	Advertisement launch and applications open.
Date	October 2024
10th	Applications close (12:00 noon).
11th	Shortlisting takes place.
14th	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 14th & 21st	Shortlisted candidates will be required to complete an online personality questionnaire and to undertake an interview with an Occupational Psychologist. Familiarisation day takes place.
Date	November 2024
w/c 11th	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.



8. TERMS & CONDITIONS OF APPOINTMENT

TERM OF APPOINTMENT

The appointment will be subject to approval by the Minister of Justice in accordance with paragraph 35 (2) of The Police (NI) 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.

VETTING AND SECURITY CLEARANCE

The successful applicant will be appointed subject to holding or obtaining security clearance at Developed Vetting (DV) level. Candidates are asked to provide on their application form information in relation to outstanding criminal investigations or disciplinary proceedings being carried out in relation to conduct and previous criminal justice proceedings, convictions, or disciplinary offences whether they been expunged or not, and the information provided by shortlisted candidates will be checked.

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 Police Service of Northern Ireland 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 in line with the Board's Removal and Relocation Policy will be available to the successful candidate should they be required to move home as a result of this appointment. This can be viewed [here](#).

HOLIDAYS

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 AND CONFLICTS OF INTEREST

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 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.





9. 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 2024/25](#)
- [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 Deputy 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**](mailto:joanne@headstogether.com) or telephone **07785 995698**).

If you are considering applying for the Deputy Chief Constable role, and have questions specific to PSNI, please contact the Chief Operating Officer Pamela McCreedy on [**Pamela.McCreedy@psni.police.uk**](mailto:Pamela.McCreedy@psni.police.uk).



Northern Ireland Policing Board

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The Gasworks
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