

Hertfordshire Constabulary Candidate Information Pack 2021



Deputy Chief Constable



HERTFORDSHIRE
CONSTABULARY

Prevention First



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Introduction



Thank you for your interest in the role of Deputy Chief Constable with Hertfordshire Constabulary.

This booklet has been designed to give you a better understanding of Hertfordshire Constabulary's values and the qualities and experience that we are looking for in a Deputy Chief Constable.

This is a pivotal role for the Constabulary, in which you will be responsible for leading and driving our strategic approach to policing our communities and managing our workforce. You will lead our change activity as we further improve the organisation and the services we deliver, ensure that we are accountable for our actions and learn from our mistakes. You will drive operational and organisational performance and take a leading role in overseeing our collaborative work with other forces and local partnership arrangements, including with the fire and rescue service.

You will require vision, drive and ambition. The role offers an exciting challenge and will require an outstanding professional with clear demonstrable ability to operate in a complex operating environment.

Message from the Chief Constable



The strength of Hertfordshire Constabulary lies in its people and I am looking for an exceptional individual to join our chief officer team to work alongside an outstanding workforce, a supportive community and committed partner organisations.

We are responsible for policing an area just twelve miles north of central London, with a resident population of 1.2 million in addition to many more who commute through and around the county on a daily basis. The population is one of the

fastest growing in the country which is bringing significant increases in demand for policing services but also some exciting opportunities for the future.

Hertfordshire is a fantastic place to live and work, providing a mix of rural and urban communities, thriving businesses together with some of the best transport links in the country. The county is full of contrasts that blend together to create a superb quality of life for both residents and visitors. Prosperous new towns have developed alongside historic

market towns whilst country lanes and sleepy, picturesque villages are never far away. There are excellent employment and leisure opportunities whilst London and all it has to offer is on the doorstep.

We are offering an exciting opportunity to become an Deputy Chief Constable with the Constabulary and work with an experienced and committed Chief Officer team. The successful candidate will be expected to be innovative, forward thinking, show a commitment to prevention and share our focus on victims and safeguarding the vulnerable.

Whilst neighbourhood policing provides the bedrock for the Constabulary in delivering the Police and Crime Commissioner's Police and Crime Plan, this is supported by strong local partnership working and excellent investigative capability. We are also in a substantial collaboration with Bedfordshire Police and Cambridgeshire Constabulary that provides many specialist operational functions and organisational support services.

I very much hope you will be interested in joining our successful team as we strive to make Hertfordshire an even safer place.

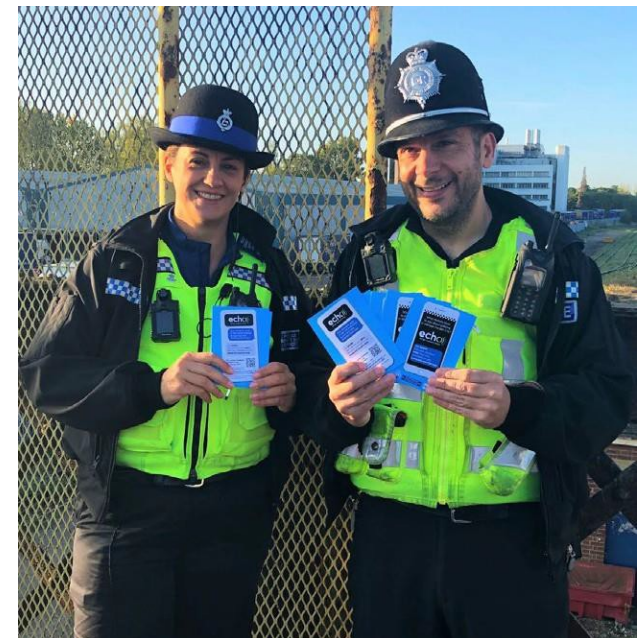
Charlie Hall QPM
Chief Constable

About Hertfordshire Constabulary



Hertfordshire Constabulary is a modern, proactive and flexible police force. We put the communities we serve first and are there for victims when they need us the most. The county has a population of well over a million across an area of 632 square miles.

The policing challenge is diverse and ranges from the urban boundaries of London, and our large towns which include St Albans, Stevenage and Watford, through to pretty rural villages which sit amongst rolling countryside. Regardless of setting, our aim is to deliver the best service possible to everyone in Hertfordshire, ensuring it remains a safe place to live, work and visit.



We currently employ 2,159 Police Officers and 1,728 Police Staff, supported by 212 Special Constables, and over 671 volunteers

Chief Constable Charlie Hall and his Chief Officer team are based at headquarters in Welwyn Garden City, alongside staff that provide administrative support.

At a strategic level we have invested time and effort to better understand our current and predicted demand. This will be a cornerstone to shape both our resource deployment and operational focus for the coming years.

Operational delivery at the frontline is delivered through the Local Policing Command which is divided into ten geographic policing areas known as Community Safety Partnerships (CSPs). As well as our emergency response teams, at a local level Safer Neighbourhood Teams (SNTs) work with a wide range of partners and local authorities to promote safety and keep crime low. We have also invested in a range of specialist investigation teams who help support some of the most vulnerable people in our communities, with a significant emphasis upon Safeguarding.



Prevention First



HERTFORDSHIRE
CONSTABULARY

Prevention First

Prevention First is a new and transformative operating model, shifting our policing focus to a preventative way of working. We have a strong track record in partnership work to stop repeat crime, victimisation and harm but we now need

to prevent problems occurring in the first place. By understanding why operational and organisational issues occur and tackling that, as well as deploying criminal justice and enforcement options appropriately, we can reduce demand.

Prevention First is a significant part of our response to the unprecedented demand that policing is now seeing on a daily basis across a range of complex areas. We are proud to say that we are the first UK Police Force to take this new innovative approach.

This new focus is a gear shift from reactive to proactive policing and will allow us to identify and tackle repeat and likely demand by working collaboratively with all relevant partners and the public.

We all have a part to play, whether you are an officer or staff, operational or support. This will only work if we all contribute and give it our best.

This is a pivotal moment in Hertfordshire Constabulary's history - a once in a generation opportunity - and everyone can play a part in this special journey as we make a monumental change in the way that we police.

Prevention First



PREVENTING HARM

- We will manage risks and protect people from harm
- We will work in partnership to safeguard the vulnerable
- We will support victims of crime and anti-social behaviour



PREVENTING CRIME

- We will provide effective, evidenced based crime prevention
- We will reduce victimisation
- We will problem solve with the public and our partners



PREVENTING OFFENDING

- We will seek to intervene early and support rehabilitation
- We will work with our partners and others to prevent offending
- We will bring offenders to justice efficiently and effectively



INCREASING TRUST

- We will be open, transparent and ethical
- We will listen to and build relationships with communities
- We will learn from what we do and strive to improve



WORKING TOGETHER

- We will ask for, listen to and develop new and innovative ideas
- We will collaborate
- We will promote mental and physical wellbeing



HERTFORDSHIRE
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Prevention First



An Average Day in Herts

Source of data - Corporate Communications 28/01/21



We receive
401
emergency
999 calls



Attend
372
immediate
response
incidents



71 violent
crimes
against the
person



36
domestic
abuse
incidents



199
crimes
recorded



38
people
taken into
custody

Hertfordshire Constabulary Executive Team



Charlie Hall
Chief Constable

Hertfordshire
Constabulary



Michelle Dunn
Deputy Chief Constable

Hertfordshire
Constabulary



Bill Jephson
Assistant Chief
Constable
Local Policing

Local Policing Command
C/Supt Richard Liversidge

**Serious Crime &
Safeguarding**
C/Supt Kay Lancaster



James Cook
Director of Resources
Organisational Support

Estates & Facilities
Ian Potter

Finance
Mike Jarvis

Procurement
David Levy

Fleet
Sam Sloan



Genna Telfer
Assistant Chief
Constable
Tri-Force Operational
Support

**Criminal Justice &
Custody**
C/Supt Catherine Akehurst

Firearms Licensing
Louise Seabrook

**Public Contact, ESMCP
and Mobilisation**
C/Supt Matt Nicholls

There is also a separate structure covering Collaborated Services.

Strategic Alliance



In 2008 Hertfordshire Constabulary began working collaboratively with neighbouring forces

Hertfordshire Constabulary first began working with Bedfordshire Police and then with Cambridgeshire Constabulary. Whilst sharing boundaries and many similarities, the three counties present differing contexts and challenges and therefore a diverse range of strategic and operational issues.

The strategic alliance has produced extensive achievements in the collaboration of operational and organisational departments. This programme of change is not just about delivering savings; but also about creating a structure that is sustainable and supportive of local policing in each of the three counties, regardless of local differences. Hertfordshire Constabulary hold the strategic lead on Firearms and Explosive Licensing, Criminal Justice and Custody, ICT and Cameras, Tickets and Collisions.

Bedfordshire Police hold the strategic lead on Joint Protective Services (JPS) and the Eastern Region Special Operations Unit (ERSOU) comprising of Bedfordshire, Cambridgeshire, Hertfordshire, Essex, Norfolk, Suffolk and some functions covering Kent. The unit also incorporates the Eastern Region's Counter Terrorism Command.

Cambridgeshire Constabulary hold the strategic lead on Human Resources, Professional Standards, Procurement and Information Management.



About BedfordshirePolice



Bedfordshire is a county of contrasts and the force work hard to provide a service which meets the needs of their extremely diverse community, where more than 80 different languages are spoken.

Bedfordshire Police serve large towns with busy shopping centres and vibrant night-time economies, along with rural areas dotted with picturesque villages and hamlets, covering 477 square miles and serving a population of around 550,000.



Bedfordshire Police employs 1,296 Police Officers, 1,047 Police Staff and 51 Police Community Support Officers (PCSOs)

The force also has the support of many dedicated volunteers, including around 146 Special Constables.

The county is home to London Luton Airport, which serves around ten million passengers each year. Bedfordshire also regularly welcomes thousands of tourists from far and wide thanks to attractions including Whipsnade Zoo and events such as Bedford River Festival and Luton Carnival.

Bedfordshire Police work with communities and partners across their towns and countryside to identify and safeguard those who may be vulnerable. The staff, officers, army of volunteers and members of the Special Constabulary work extremely hard day in and day out to keep Bedfordshire safe, in the face of increasing demands from the emerging threats of complex crimes such as Child Sexual Exploitation (CSE) and Cyber Crime.

About Cambridgeshire Constabulary



Cambridgeshire Constabulary serves the diverse communities of Cambridgeshire and helps to protect a population of more than 800,000.

Ranging from the large University City of Cambridge to small and remote villages in the fens, the county maintains local and frontline policing services so that they can support and protect their residents when they need it most.



Cambridgeshire Constabulary employs 1,614 Police Officers, 70 Police Community Support Officers and 823 Police Staff

The constabulary is also supported by over 100 dedicated volunteers as well as a team of 163 Special Constables.

Cambridgeshire continues to be one of the fastest growing areas with an expected population growth of a further 25 per cent by 2031. Despite this, Cambridgeshire remains one of the safest counties in the country. It shares a similar focus to Hertfordshire and Bedfordshire on safeguarding the most vulnerable, supporting victims of crime and robustly investigating and bringing offenders to justice.

The force continues to look at new and better ways to deliver a policing service, which includes making the best use of new technology and working to better understand and manage demand to allow them to respond and adapt to the needs of the public and help keep people safe.



Deputy Chief Constable

Location: Welwyn Garden City (H.Q.) but with Force-wide responsibility

Responsible to: Chief Constable

Responsible for:

- Deputise for the Chief Constable as required
- Corporate and Strategic Development
- Strategic Performance and Productivity
- Public Confidence and Strategic diversity
- Change Management
- Professional Standards
- Collaboration with other forces and organisations
- Citizen Programme
- Organisational Learning
- Corporate Communications
- Legal Services

Management of: ACCs; Director of Resources & Head of HR (tri-force)

Role Purpose.

- Responsibility for the strategic leadership, management and development of Hertfordshire Constabulary. This includes Organisational Learning, Corporate Communications and Legal Services
- Responsibility for the strategic direction and delivery of the force change programme.
- Hold a specific portfolio of responsibilities to meet organisational

Core Responsibilities

- Drive delivery of those elements of the Police and Crime Commissioners Plans that relate to the three police forces.
- Act to deliver the Bedfordshire, Cambridgeshire and Hertfordshire Chief Constables' purpose, values and policing style.
- Monitor and review organisational performance to identify and drive improvement. Develop and implement Force policies to facilitate the delivery of operational policing objectives.
- Co-ordinate multiple projects and lead organisational change across the three forces.
- Sustain effective working relationships with the Offices of the Police and Crime Commissioners and key partners.
- Represent the Forces at local, regional and national levels.
- Work in collaboration with forces across the Bedfordshire, Cambridgeshire and Hertfordshire Strategic Alliance, as well the Seven Force Strategic Collaboration Project.
- Undertake Chief Officer on-call and take command of operational issues within the Forces area whenever required (this will include a requirement to be accredited as a Strategic Firearms Commander)
- Promote Chief Officers visibility within the Forces, including weekend working.
- Hold a specific portfolio which may vary from time to time to reflect changing organisational requirements.
- Carry out performance reviews.
- Promote the safety, welfare and security of staff.
- Promote equality, diversity and human rights in working practices.
- Maintain standards for security of information.
- Uphold the Force values in line with the Code of Ethics and the Prevention First vision.
- Contribute to leading the strategic management of the Force.
- Undertake a leading role in the corporate and strategic development of the Force to ensure productivity, value for money and organisational effectiveness.
- Undertake a key role in promoting strategies that ensure a customer focused service and high levels of public confidence.
- Build and sustain excellent working relationships with key partners, stakeholders and the Police and Crime Commissioner.
- Represent the Force at local, regional and national levels as required.
- Assist the Chief Constable in co-ordinating the work of other Chief Officers and managing the business of the Force.
- Deputise in the absence of the Chief Constable.
- Oversee the development, implementation and review of force policies and strategies.
- Promote the highest levels of professional conduct within the force.
- Contribute to the professional development of key members of the force.
- Undertake other tasks commensurate with the rank of DCC as the Chief Constable specifies.

The above represents the range of responsibilities and requirements currently related to this role. These may be modified by the Chief Constable to meet future organisational and operational needs.

Appointment Terms

Eligibility

Applicants must meet the following requirements;

- Have successfully completed Senior Police National Assessment Centre (PNAC) and the Strategic Command Course (SCC).
- Must be a substantive Assistant Chief Constable and have served in the rank of Constable in a UK police force.

Selection

Candidates will be invited to attend an interview and presentation (virtual interviews if required).

Salary

The salary for the post of Deputy Chief Constable is currently £137,703 per annum plus allowances and relocation package.

Place of work and hours

Your regular place of work will be at Hertfordshire Police Headquarters, Welwyn Garden City. However, you will be required to travel to such places as may be necessary for the performance of your duties. As this is a tri force post, you will be expected to travel across Bedfordshire, Cambridgeshire and Hertfordshire.

Working hours are 40 hours per week with an understanding that you will work flexibly in order to ensure you fulfil the requirements of your role.

Period of notice

Three months' written notice is required on resignation.

Vetting

The appointment is conditional to a minimum of Management and Security Vetting in accordance with the procedure within Bedfordshire, Cambridgeshire and Hertfordshire and the national vetting policy.

Benefits

A vehicle will be provided for business and private use in line with Police Regulations.

Relocation

Removal expenses will be in accordance with Police regulations.

Expenses will be considered where they fall within one of the criteria set out in Regulations and are deemed to be reasonable.

All relocation expenses will be subject to approval of the Chief Constable. Only costs agreed in advance will be considered for reimbursement.

Whole Time Service

The successful candidate will be required to devote their whole time service to fulfilling the duties of the post and shall not take up any other additional appointment without the prior written notice of the Chief Constable.

Police Pension Contributions

Police pension contributions will be deducted at the rate specified in Police regulations.

Equality

The Force is committed to increasing representation from underrepresented groups, which includes those who identify as black and minority ethnic (BME), female, LGBT and disabled. Therefore, we would encourage applications from individuals from all under-represented groups.

Appointment will be based on merit alone.



How to Apply

The successful candidate will be selected based on a combination of your video and written application, psychometric evaluation and panel interview linked to the Police Competency Values Framework (CVF). To apply, please go to our specialist recruitment partner's site at: www.gatenbysanderson.com/job/GSe73192 or enter Hertfordshire Constabulary or the reference number 73192 in the search function.

Register your details and then submit the following to us no later than **09:00hrs on Monday 17th May 2021**:

1. A **CV** setting out your career history, highlighting your key responsibilities and achievements in your current and previous roles;
2. Answer the specific **competency-based questions** outlined at i. to iii. Below. (Written responses should be capped at 400 words per answer and can be submitted in a single document):
 - i. **Workforce engagement/motivating teams.**
How do you ensure every member of your team is the best that they can be and feels recognised and valued?
 - ii. **Partnership working.**
What is your approach to fostering successful working partnerships?
 - iii. **Working with the public/engagement.**
What does public service mean to you?
3. **Video submission:** Video presentations are an increasingly important way we communicate with our citizens and staff. With this in mind, as part of the application process, please will you share a 2-minute video file outlining **what your top four priorities would be if you got the job/why you feel you are the right person for this role?**

As you know, video files tend to be large and if emailing these to mary.dempsey@gatenbysanderson.com is not possible, there is a range of software available online to enable you to share a link to your file with us. These include things like 'We Transfer' or 'Dropbox', which are free for this level of use. Please feel free to explore an option that works best for you.

Candidates who submit a CV and covering responses only, without a video submission, run the risk of not being considered further.



Diversity Monitoring

Diversity and inclusion are critically important to Hertfordshire Constabulary. As a result, during your online registration process, you will be asked to submit diversity monitoring information. This will be kept entirely separate from the application process.

We guarantee to interview all applicants with a disability who meet the minimum requirements of the role profile. If applicable, please ensure that you complete the 'disability confident' request when applying.

All completed applications should be submitted via: <https://www.gatenbysanderson.com/job/GSe73192> with video submissions (or their links) sent to mary.dempsey@gatenbysanderson.com. You should also contact Mary if you encounter any issues with your online application, quoting the job title/reference.

For an informal discussion to explore your suitability for the role in more detail, please contact one of our advisors at GatenbySanderson:

Peter Guilder: peter.guilder@gatenbysanderson.com or 07545 441 127

Kate Merson: kate.merson@gatenbysanderson.com or 0207 426 3376

If you do not receive an acknowledgement of your application within 48 hours, please email one of the advisors mentioned above.

Complaints

In the unlikely event that you feel your application has not been treated in accordance with the recruitment principles or you wish to make a complaint, in the first instance, please raise it with Peter Buffoni, Partner and Head of the Community Protection & Defence Practice via email at peter.buffoni@gatenbysanderson.com

If you prefer, or if the matter remains unresolved, please contact Mark Turner, Managing Partner at GatenbySanderson, via email at mark.turner@gatenbysanderson.com

Candidate Timeline

Closing Date 9:00am Monday 17th May 2021

Longlisting w/c 24th May 2021

Preliminary Interviews w/c 24th May 2021

Shortlisting w/c 7th June 2021

Advisory stakeholder panel w/c 14th June 2021

Final Interviews w/c 21st June 2021





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