

# City of London Police Recruitment Information Pack



## The Commissioner of Police for the City of London



## **Welcome from the Chair of the Police Authority Board**

The City of London Police Authority's vision for the City is to make it the safest business district in the world and for the City of London Police to continue to be the leading specialist force for protective security and at a national level for tackling economic crime and cyber crime. Our [Policing Plan, 2020-23](#), recognises the City Police's unique role as both the local force for the City of London, and a national force with responsibilities for fraud and cyber security with an international reach.

A secure Square Mile is one of the reasons businesses choose to locate to London and the City. The City Police is recognised nationally as a specialist in protective security – something which is seen as a vital asset to our business and residential communities. Financial, professional services and technology companies also choose the UK, London and the Square Mile as a place to locate and do business for the access to capital markets, strong regulatory regime and our approach to dealing with and tackling economic and cyber crime.

Economic and cyber enabled crime accounts for a third of all crimes in the UK, affecting everyone of us – our friends, our families, our businesses, every day of the week. Its impact is often life-changing, wreaking havoc on vulnerable people as much as it does on financial institutions. Perpetrators range from individual criminals, to serious and organised crime groups, and to hostile states. It is why the City Police's National Lead Force role in policing for economic and cyber crime is so important for protecting victims and maintaining the UK's competitiveness.

The City Police's expertise in economic crime and protective security is a vital component of the City of London Corporation's work to promote the UK as a place to invest and do business, especially on behalf of financial and professional services and the fintech sector, led by the Lord Mayor and Chair of Policy & Resources. Moreover, as part of the City Corporation's wider competitiveness agenda, over £350m has been committed to a new purpose built fraud and cyber court on Fleet Street, adjacent to new headquarters for the City Police, alongside substantial financial contributions to the City Police's National Lead Force responsibilities. This is part of an extensive capital programme to refresh the City Police's estate and operational facilities and a £20m investment from the City Corporation in the Secure City initiative to refresh security infrastructure in the Square Mile.

The role of City of London Police Commissioner is one of the most exciting in UK policing. The successful candidate for the role will have the opportunity to lead and shape the Force for the next five years, ensuring that policing is central to the Square Mile's role as the world's leading financial centre. Combining a flair for strategic thinking, building strong leadership teams, and driving transformational change in a complex organisation, the new Commissioner will have a collaborative approach to tackling crime, working proactively within policing, across government and with the private sector. Crucially, the new Commissioner will also be central to developing the City Police's response to economic crime and cyber crime, and shaping the response across policing and law enforcement to these crimes types.

I look forward to working with you to achieve this ambitious agenda.

**Deputy James Thomson**  
**Chair of the City of London Police Authority Board**



## About the City of London Police

The City of London Police which is in the heart of London, is unique in its demographic profile with over 9000 residents and around 450 000 people travelling to the Square Mile on a daily basis to work; with thousands more visiting the city for leisure.

City of London Police protects the people, businesses and infrastructure of the City of London. Our unique strengths include our experience of policing and protecting one of the most important, dynamic and challenging environments in the UK whilst leading the national response to fraud.



We police the City of London with pride, passion and innovation to protect and serve our communities, as highlighted in our [Corporate Plan 2018-2023](#). We will support a thriving economy by leading the physical security of the Square Mile, balancing tradition with modern challenges, and maintaining well established relationships with commercial and law enforcement partners worldwide, which maintains integrity and ease of trading in the City of London.

We will aid shaping the City as an outstanding environment by delivering a world class conventional and digital policing environment, supporting safety by design, leading the delivery of a safe place to live, work and visit whether physically or virtually. We will contribute to a flourishing society by leading excellence in policing locally through to globally, delivering safer communities, and preventing and combatting crime.

### Our ambitions

- To make the City of London the safest city area in the world, regarded as a centre of excellence for protective security. We will use state of the art technology to protect the City of London and put us at the forefront of criminal investigation in a rapidly evolving landscape of crime.
- To deliver a policing service that is valued by those who live, work and visit the City of London.
- To be a police force with global influence and impact. We will use our expertise internationally through having a physical presence in key international locations to prevent crime, share best practice and thereby benefit the communities of the City of London and the UK.
- To build new ethical economic partnerships. We will develop innovative public and private partnerships that benefit the City of London and lead to new ways of working.
- To have an innovative, skilled and agile workforce in a culture that supports and empowers our people. We recognise this is essential and underpins the successful delivery of our ambitions. We will identify, harness, reward and retain talent, championing a culture of responsibility, inclusivity and opportunity. We will support our staff to be empowered, innovative leaders.

### We will deliver

- A safe, secure and protected City of London.
- Low levels of crime and antisocial behaviour.
- A service that has victims at its heart, that communities value and have confidence in.
- A service that is considered regionally, nationally and internationally as a beacon for protective security.
- A locally, regionally and internationally recognised service tackling economic and cyber crime, using our National Lead Force role to focus on victim vulnerability and drive excellence in investigation and training.

- Reliable, interconnected technology facilitating the exchange of information protecting communities and victims from harm.
- An empowered, innovative and skilled workforce, whose wellbeing is valued and able to respond to current and future demands.
- An estate that supports delivery of efficient and effective policing in the 21st century.

The operational structure of the City of London Police is shown below.



## The City of London Police Authority



The City of London Corporation looks after and promotes the City of London, the world's leading international finance and related professional services centre. The City Corporation is also the Police Authority for the City of London Police. The Police Authority's vision for the City is to make it the safest business district in the world. A secure Square Mile is one of the reasons businesses choose to locate to London and the City. The Police Authority's vision for the City of London Police is for it to continue to be world leading in its specialisms for protective security in the City, and at a national level for tackling economic crime and cyber crime – all vital for the UK's competitiveness.

The role of the City of London Police Authority is to provide scrutiny and challenge to the work of the City of London Police. In discharging more than 60 statutory duties, the Police Authority must ensure that the City of London Police delivers efficient and effective policing for the public within a sustainable medium-term financial plan, and hold the City of London Police Commissioner to account for the delivery of policing within the Square Mile and in its capacity as the national lead force for economic crime as set out in the Policing Plan.

The City Corporation is exceptional in retaining a police authority in the form of the Court of Common Council, acting through the City of London Police Authority Board to which the Common Council has delegated its general functions. The Police Authority Board provides a directly elected scrutiny body mirroring the model deployed for Police & Crime Commissioners (PCCs) and the Chair of the Police Authority Board participates fully in the activities of the Association of Police & Crime Commissioners (APCC). In fulfilling its role, the Police Authority Board is mindful of public confidence in policing, ensure the Force provides value for money, and that the needs of local communities are met as effectively as possible by the City of London Police.

The Police Authority Board is comprised of eleven Members of the Court of Common Council in addition to at least three External Members appointed by the Court. In addition to the main Board, which meets ten times per year, there are five sub-committees which undertake work on behalf of the Police Authority:

- Economic Crime and Cyber Committee;
- Professional Standards and Integrity Committee;
- Strategic Planning and Performance Committee;
- Resource, Risk and Estates Committee;
- Police Pensions Board.

The Police Authority Board also helps to oversee the provision of services by the City Corporation to the Force in a number of key areas, including finance, information technology, procurement, accommodation, legal and human resources.

## The City of London Corporation

Based in [Guildhall](#), the City Corporation looks after and promotes the City of London. It is headed by the [Lord Mayor](#) with the [Court of Common Council](#) being its main decision-making body. We are a uniquely diverse organisation, with a role that goes beyond that of an ordinary local authority. We have our [own government](#) (the oldest in the country with origins pre-dating Parliament), our own Lord Mayor as well as our [independent police force](#).



As the governing body of the Square Mile, we are dedicated to a vibrant and thriving City, supporting a diverse and sustainable London within a globally-successful UK. We aim to:

- Contribute to a flourishing society
- Support a thriving economy
- Shape outstanding environments

Our unique role means that our reach does extend beyond the City to include:

- Through the City of London Police, [our national role in policing](#);
- More than 11,000 acres of [green spaces](#), including [Hampstead Heath](#) and [Epping Forest](#)
- [Billingsgate](#), [Smithfield](#) and [New Spitalfields](#) wholesale food markets
- The [Heathrow Animal Reception Centre](#)
- [Housing](#) across London
- A range of [schools and academies](#)
- And we are [London's Port Health Authority](#)

By strengthening the connections, capacity and character of the City, London and the UK for the benefit of people who live, work and visit here. Our reach extends far beyond the Square Mile's boundaries and across private, public and voluntary sector responsibilities. This, along with our independent and non-party political voice and convening power, enables us to promote the interests of people and organisations across London and the UK and play a valued role on the world stage. Find out more about our vision in our [Corporate Plan](#).

The City Police's expertise in economic crime and protective security is a vital component of the City of London Corporation's work to promote the UK as a place to invest and do business, especially on behalf of financial and professional services and the fintech sector, led by the Lord Mayor and Chair of Police & Resources.

## Useful Links

City of London Police website [www.cityoflondon.police.uk](http://www.cityoflondon.police.uk)

City of London Corporation website [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk)

Policing Plan 2020 – 2023 [Policing-Plan-2020-2023.pdf \(cityoflondon.police.uk\)](#)

Police Authority website [Police Authority - City of London](#)

For an informal discussion to explore the role and your fit in more detail, please contact one of our advisors at GatenbySanderson: Peter Guilder: [peter.guilder@gatenbysanderson.com](mailto:peter.guilder@gatenbysanderson.com) or 07545 441 127

## **JOB DESCRIPTION**

**Post Title:** The Commissioner of Police for the City of London.

**Accountable to:** The City of London Corporation as Police Authority for the City of London (City of London Police Act 1839) through the Police Authority Board.

**Responsible for:** The leadership and management of the City of London Police in accordance with the City of London Police Act 1839, and all legislation extant which relates to the provision to the City of London of an effective and efficient police service.

The fulfilment of all the statutory and legal obligations of the office of Commissioner.

## **PURPOSE OF THE POST**

- To have overall responsibility for leading the City of London Police, creating a vision for the Force's specialisms in protective security, economic crime and cyber crime.
- To set a direction and culture for the Force that builds public and organisational confidence and trust, and enables the delivery of a professional, effective and efficient policing service.
- To work with the City of London Corporation, the financial and professional services sector and other relevant stakeholders, and the Force to set the strategic direction of policing in the City of London, having regard to the City's Policing Plan which covers both the local policing priorities for the City as well as the priorities for National Lead Force for Economic Crime and Cyber.
- To act as a high-profile leader of the Force and to represent the image and interests of the Force both at a local and national level.
- To keep the City safe by sustaining low levels of crime, minimising security threats and promoting resilience, ensuring that the Force develops to meet the changing demands of policing.
- To develop the Force's national responsibilities as National Lead Force for Fraud and Economic Crime by proactively engaging with relevant partners and agencies to secure and enhance the Force's leadership across policing, shaping national thinking, policy and guidance in this area.
- To develop the Commissioner's responsibilities as NPCC Lead for Fraud, Economic Crime and Cyber, which are responsibilities of the post of Commissioner.
- To build an effective Senior Leadership Team comprising both warranted officers and senior operational staff – leading, inspiring and engaging the senior officers of the Force in evaluating and improving the performance of the Force matching resources to national and local policing priorities.
- To ensure that the resources of the Force are used in a planned way within a balanced budget and deliver value for money – maximising collaboration and shared service

opportunities with partners, particularly the City of London Corporation, in order to improve efficiency and effectiveness of the Force.

- To set and be a role model for approaches to a workforce culture that promotes wellbeing, facilitates impactful professional development and performance managers to create empowered teams that effectively enable the achievement of the Force's vision and goals, creating an atmosphere in which people are enabled to give of their best.
- To work closely with the Chair of the Police Authority Board and other Police Authority Members in promoting the City of London Police with PCCs and other key stakeholders, including the Home Office.
- To work effectively with the Town Clerk and Chief Executive, other Chief Officers of the City of London Corporation and the Police Authority Team, as a High Officer of the Court of Common Council in the promotion and maintenance of high standards of public service in the City of London.
- To seek actively to promote and implement policies which provide equality of opportunity and foster the spirit of diversity within the Force and through the manner in which it delivers its policing services to the public, including delivery against the objectives set out in the Police Authority Board's Diversity and Inclusion Statement.
- To actively encourage and support good working relationships at all levels of the Force with the City of London Corporation, financial and professional services sector, and to promote collaboration with other agencies, forces, Home Office, and stakeholders in the private sector.
- To ensure co-operation with and contribution to the work of the Safer City Partnership to enhance the safety of those who live, work and visit the City of London.
- To ensure the provision of professional advice to the Police Authority Board so that its Members are able to fulfil their duties.

## **MAIN DUTIES AND RESPONSIBILITIES**

### Specialist Crime Operations

- *Counter terrorism.* The post holder must be able to evidence knowledge of how the UK terrorist response is structured and managed, and how the protect duty impacts upon local communities and businesses.
- *Fraud and Economic Crime.* The post holder should demonstrate an interest in and strong understanding of CoLP's National Lead Force responsibilities for fraud and economic crime and how this interfaces with local police forces and ROCUs, National Crime Agency and the Home Office.
- *Cyber.* The post holder should demonstrate an interest in and strong understanding of CoLP's National Police Chief Council responsibilities for Cyber crime, particularly how this aligns with and supports the Force's National Lead Force responsibilities.



### Visibility

- To represent CoLP at high profile external meetings, for example, with Ministers and business leaders.
- To work at a personal level with officers and support staff throughout the Force and regularly work alongside operational officers in uniform and specialist roles.
- To participate effectively in meetings with Government Ministers, Civil Servants and financial regulatory organisations and practitioners (FCA/BBA/ABI etc.) and help to form effective partnerships to reduce the risk of criminality.
- To oversee the strategic management of major crime investigations and public order incidents.

### Ambassadorial

- To attend as senior representative of and ambassador for the Force at City forums concerning fraud, economic crime and relevant regulatory development, as well as civic functions, seminars, lunches, dinners, etc.
- To sustain an effective external network at senior level with other law enforcement and intelligence agencies (i.e. NCA, SFO, MPS, BTP, Security Services, GCHQ, FBI).
- To liaise effectively with relevant Central and Local Government departments.
- To engage key business stakeholders by having a practical understanding and knowledge of their key activities and priorities.

### Personal

- To accept the principle that good policing is done with people, not to people.
- To understand that the role entails a significant time commitment in terms of evenings and some weekends and be willing to give this time in addition to 'the day job'.
- To be available and approachable to key stakeholders across the City from both private and public organisations, in order to build confidence and respect in the Force.
- To adapt to change and innovate successfully on a significant scale in fast-paced political environments at both a national and local level.

## **ADDITIONAL SELECTION CRITERIA**

### Essential

- To have satisfactorily completed the Senior Police National Assessment Centre and the Strategic Command Course.

### Education, Qualifications, Skills and Experience

- Has held rank of ACC/Commander or a more senior rank in a UK Police Force (or have held one of the designated roles if appointed from overseas) or have held a senior

position in the Fire and Rescue Service in cases where a single employer model has been adopted.

- Authorising Officer Training.
- Wide ranging operational law enforcement experience.
- A demonstrable track record of successful experience of working at a strategic level, including the leadership of law enforcement officers and staff at senior leadership level.
- Experience of successfully engaging with and influencing multi-agency partnerships.
- Experience of implementing an effective performance management framework.
- Experience of implementing successful organisational development, change and innovation.
- Experience of accountability for management of significant budgets.
- 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.

#### Appendix

- Behaviours

## **APPENDIX: BEHAVIOURS**

All roles are expected to know, understand and act within the ethics and values of the Police Service.

The application and interview will be tested under Level 3 of the College of Policing Competency and Values Framework.

### **Resolute, compassionate and committed**

#### Emotionally aware

- I seek to understand the longer-term reasons for organisational behaviour. This enables me to adapt and change organisational cultures when appropriate.
- I actively ensure a supportive organisational culture that recognises and values diversity and wellbeing and challenges intolerance.
- I understand internal and external politics and I am able to wield influence effectively, tailoring my actions to achieve the impact needed.
- I am able to see things from a variety of perspectives and I use this knowledge to challenge my own thinking, values and assumptions.
- I ensure that all perspectives inform decision making and communicate the reasons behind decisions in a way that is clear and compelling

#### Ownership

- I act as a role model, and enable the organisation to use instances when things go wrong as an opportunity to learn rather than blame.
- I foster a culture of personal responsibility, encouraging and supporting others to make their own decisions and take ownership of their activities.
- I define and enforce the standards and processes that will help this to happen.
- I put in place measures that will allow others to take responsibility effectively when I delegate decision making, and at the same time I help them to improve their performance.
- I create the circumstances (culture and process) that will enable people to undertake development opportunities and improve their performance.
- I take an organisation-wide view, acknowledging where improvements can be made and taking responsibility for making these happen

### **Inclusive, enabling and visionary leadership**

#### Collaborative

- I am politically aware and I understand formal and informal politics at the national level and what this means for our partners. This allows me to create long-term links and work effectively within decision-making structures.
- I remove practical barriers to collaboration to enable others to take practical steps in building relationships outside the organisation and in other sectors (public, not for profit, and private).
- I take the lead in partnerships when appropriate and set the way in which partner organisations from all sectors interact with the police. This allows the police to play a major role in the delivery of services to communities.
- I create an environment where partnership working flourishes and creates tangible benefits for all.

#### Deliver, Support and Inspire

- I challenge myself and others to bear in mind the police service's vision to provide the best possible service in every decision made.

- I communicate how the overall vision links to specific plans and objectives so that people are motivated and clearly understand our goals.
- I ensure that everyone understands their role in helping the police service to achieve this vision.
- I anticipate and identify organisational barriers that stop the police service from meeting its goals, by putting in place contingencies or removing these.
- I monitor changes in the external environment, taking actions to influence where possible to ensure positive outcomes.
- I demonstrate long-term strategic thinking, going beyond personal goals and considering how the police service operates in the broader societal and economic environment.
- I ensure that my decisions balance the needs of my own force/unit with those of the wider police service and external partners.
- I motivate and inspire others to deliver challenging goals.

### **Intelligent, creative and informed policing**

#### Analyse critically

- I balance risks, costs and benefits associated with decisions, thinking about the wider impact and how actions are seen in that context. I think through 'what if' scenarios.
- I use discretion wisely in making decisions, knowing when the 'tried and tested' is not always the most appropriate and being willing to challenge the status quo when beneficial.
- I seek to identify the key reasons or incidents behind issues, even in ambiguous or unclear situations.
- I use my knowledge of the wider external environment and long-term situations to inform effective decision making.
- I acknowledge that some decisions may represent a significant change. I think about the best way to introduce such decisions and win support

#### Innovative and open-minded

- I implement, test and communicate new and far-reaching ways of working that can radically change our organisational cultures, attitudes and performance.
- I provide space and encouragement to help others stand back from day-to-day activities, in order to review their direction, approach and how they fundamentally see their role in policing. This helps them to adopt fresh perspectives and identify improvements.
- I work to create an innovative learning culture, recognising and promoting innovative activities.
- I lead, test and implement new, complex and creative initiatives that involve multiple stakeholders, create significant impact and drive innovation outside of my immediate sphere.
- I carry accountability for ensuring that the police service remains up to date and at the forefront of global policing.

## **Salary and Allowances**

### Basic Salary

Competitive

### Allowances

All allowances will be paid in line with Regulations and City of London Police policies. You will receive London Weighting of £2,937.00 per annum and a London Allowance of £1,011.00 per annum. You will also receive a housing allowance in accordance with Regulations.

### Accommodation

Relocation expenses and accommodation will be available for candidates needing to relocate.

### Car Allowance/Travel Expenses

You are also entitled to a Car Allowance of £10,500 p.a. Full reasonable travel and subsistence costs and expenses incurred in the performance of duty will be reimbursed in accordance with the Regulations and City of London Police policies.

### CPoSA Subscriptions Fee

Your CPoSA subscription will be met by CoLP subject to annual review.

### Annual Leave

You are entitled to paid annual leave in accordance with the determination made under Regulation 33 of the Police Regulations (or whatever supersedes it). Your annual leave entitlement is 35 days plus 2 rest days per week in every 7 days in accordance with NPCC guidelines.

### Security Clearance

To undertake this role you must obtain or hold MV/SC clearance.

## How to Apply

The successful candidate will be selected based on a combination of your video and written application, assessment centre and panel interview.

To apply, please go to our specialist recruitment partner's site at:

[www.gatenbysanderson.com/job/GSe73126](http://www.gatenbysanderson.com/job/GSe73126) or enter City of London Police or the reference number 73126 in the search function.

Register your details and then submit the following to us no later than noon on 7 June 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 a. to d. below. (Written responses should be capped at 400 words per answer and can be submitted in a single document):
  - a. What do you consider will be your top 2 opportunities and top 2 challenges if you were successfully appointed as the Commissioner of the City of London Police and why?
  - b. What do you consider to be your 3 most significant accomplishments in your current/last post and why?
  - c. Please describe how you have worked in or built a successful leadership team, what were the challenges and why that team was successful.
  - d. How have you ensured equality, diversity and inclusion are embedded into modern day policing and how can we effect change in this area at pace?

**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 send us a 2-minute video answering the following question. **What attracted you to this role, and why you think you would be the right candidate to lead the City of London Police?**

As you know, video files tend to be large and if emailing these to [mary.dempsey@gatenbysanderson.com](mailto: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.**

## **Recruitment Stages**

### Stage 1 – Application

Candidates should contact our recruitment partner, GatenbySanderson, to discuss the application process for this post.

You will be required to provide a copy of your Senior Police National Assessment Centre (PNAC) report and the Strategic Command Course report.

Applications close: 7 June 2021 at noon.

### Stage 2 – Short Listing

Candidates who are successful at the short-listing stage will be invited to attend the assessment centre.

Unsuccessful candidates will be advised.

### Stage 3 – Assessment Centre

Assessment centres will take place week commencing w/c 21 June 2021.

### Stage 4 – Interview Panel

Interviews will take place 25 June 2021 at the City of London Corporation. Please note there are no alternative dates for interview when confirmed.

The interview panel will be comprised of Police Authority Board Members, Town Clerk and Chief Executive, members of key City Corporation committees, an external technical expert. A member of City Corporation HR will be advisor to the panel.

### Stage 5 – Post Interview Stage

Candidates successful at interview will be sent an initial offer of appointment. A formal offer of appointment will be made, subject to satisfactory completion of pre-employment checks (including Professional Standards Checks). Candidates unsuccessful at interview will be advised in writing and offered the opportunity for feedback.

