



Home Office



Deputy Director – Deputy Programme Manager –
ESMCP – Public Safety Group

CSJ Number: 360701

Home Office

SCS Pay Band 1

Closing Date: 23:55 on Sunday 11th August 2024

Welcome message

Dear Candidate,

Thank you for your interest in the role of Deputy Programme Manager in the Emergency Services Mobile Communication Programme (ESMCP).

ESMCP is one of the biggest and most complex programmes across government. It will deliver the Emergency Services Network (ESN), a 4G voice and data network transforming and modernising how our Emergency Services communicate with each other in those critical situations protecting the citizens of this country.

Our delivery challenge is huge, and our new Deputy Programme Manager will lead the work of our Programme Management Office – ensuring our processes are robust and pass the scrutiny of independent assurance reviews from the National Audit Office, Public Accounts committee and the Infrastructure Projects Authority. You will oversee our risk and issue and change processes following standard project methodologies.

I joined the programme in July 2020, excited by the technical and delivery challenges of modernising communications technology for our Emergency Services. Each time I see flashing blue lights or hear the siren of an emergency vehicle I am reminded of how important this job is. That both energises me and makes me incredibly proud to lead this programme.

I hope you'll be equally inspired by the opportunity to use your delivery skills and experience to make a real difference for our Emergency Services, and I look forward to receiving your application.

[Click here](#) to watch an introductory video from John Black, Programme Director.



John Black
Programme Director



Sir Matthew Rycroft

Permanent Secretary



Migration & Borders Second Permanent Secretary
Simon Ridley

MISSIONS

Homeland Security Group

Chloe Squires



Public Safety Group

Jaee Samant



Border Security Commander

[Vacant]

Migration and Borders Group

Dan Hobbs



Home Office Organisational structure

ESMCP is part of Public Safety Group

Stuart Skeates



Illegal Migrations Operational Command

Joanna Rowland



Customer Services

Basit Javid



Immigration Enforcement

Phil Douglas



Border Force

David Kuenssberg



Corporate and Delivery

Jennifer Rubin



Science, Technology, Analysis & Research

Ruth Tomlinson and John Ward



HO Legal Advisors

Laura Price (interim)



Human Resources

Rebecca Ellis



Strategy & Private Office

Robert Hall



Communications

CAPABILITIES

Public Safety Group SCS structure

OFFICIAL SENSITIVE

Director General Public Safety Group Jae Samant							
EMERGENCY SERVICES MOBILE COMMUNICATIONS PROGRAMME (ESMCP)		FIRE & MAJOR EVENTS DIRECTORATE Sarah Gawley	TACKLING EXPLOITATION & ABUSE DIRECTORATE Rebecca Wyse & Joanna West	CRIME REDUCTION DIRECTORATE Sarah Swinford	STRATEGY, CAPABILITIES AND RESOURCES DIRECTORATE Luke Edwards	SERIOUS ORGANISED CRIME & INTERNATIONAL CRIMINALITY DIRECTORATE Chris Jones	POLICING POLICY DIRECTORATE Charlotte Bryant
SENIOR RESPONSIBLE OWNER Simon Parr	User Insight Lead James May	Fire Strategy & Reform Unit Suzie Daykin & Yvette Bosworth	Tackling Child Sexual Abuse Unit Christian Papaleontiou	Serious Violence Reduction Unit Charlotte Breen	NATIONAL LAW ENFORCEMENT DATA SERVICE SRO Mark Gilmartin	International Law Enforcement Cooperation Unit Emma Gibbons	Police Powers Unit Andy Johnson
PROGRAMME DIRECTOR John Black	ESN Live Services Lead Hengameh Delfaninejad	Fire Safety Unit Zoe Wilkinson	Modern Slavery Unit Hannah Pooley (Strategy) & Hannah Phillips (Victims)	Crime Strategy & Performance Unit David Grahame	National Policing Capabilities Unit Monique Wrench	UK Central Authority Andrew Cooke-Welling	Police Integrity Unit Michael Cordy
DIRECTOR DEPLOYMENT & DELIVERY Niall Stokoe	Coverage Lead Robert McDowall	Fire Resilience & Major Events Unit Frances King	Single Competent Authority Siobhan Jolliffe	Neighbourhood Crime Unit Paul Regan	Police and Fire Funding & CJS Strategy Unit Emma Lawrence	International Agreements and Judicial Cooperation Julia Labeta	Police Workforce & Professionalism Unit Peter Spreadbury
COMMERCIAL DIRECTOR Nigel Herrington (Commercial)	Technical Lead Cate Walton	Crown Premises Fire Safety Inspectorate Peter Holland	Director Labour Market Enforcement Tim Harrison	Drugs Supply & County Lines Unit Caroline Hart	Capabilities Reform Unit Bethan Page-Jones	International Serious and Organised Crime Mark Williams	Police Strategy & Reform Unit Kayleigh Chapman
Deputy Commercial Director Roberto Troiolo (Commercial)	Capability Delivery Lead Jayne Gardner		Interpersonal Abuse Unit Gisela Carr	Drug Misuse Unit Marcus Starling	Strategy & Corporate Governance Unit Jacqueline Warren	SOC Law Enforcement Unit Rod McLean	PSG Emergency Response Team Neil Pattinson
Commercial Lead – Contracts Management Lindsay McKenzie (Commercial)	Chief Information Security Officer Andrew Mould		Public Protection Unit Shehla Husain	Firearms & Weapons Policy Unit Nick Hunt		SOC Reform Unit Chris Blairs	
Commercial Lead - Procurement Penny Rogers (Commercial)	Deputy Programme Manager Manager (vacant)			Joint Combatting Drugs Unit (XWH) Rachael Millar			

Public Safety Group Mission



The Public Safety Group's role is to **keep the public safe by cutting crime (including by disrupting the highest harm criminals), tackling its drivers, bringing criminals to justice and protecting the vulnerable**. We work closely with partners across policing, the National Crime Agency, and fire and rescue services to ensure they are as efficient and effective as they can be in delivering front line public services.

To deliver on our mission we operate locally, regionally, nationally and internationally. We fund the work of a wide range of front line agencies and are committed to supporting innovation and good practice sharing across the systems we lead. We are also delivering the Emergency Services Mobile Communication Programme - a major new national IT programme to improve communications between police, fire and ambulance services.



Deputy Director -Deputy Programme Manager - Job Description

Location

Bristol – 2 Rivergate BS1 6EH (moving to Temple Quay House BS1 6HA in Q4 2024)

London –Clive House, Petty France SW1 9EX (moving to Stratford Q4 2024)

Grade and Salary

SCS Pay Band 1 £86,000*

No allowances will be payable.

Contract Type

This role is being offered on a permanent basis (it is expected you would complete 3 years minimum).

As part of accepting this role you will have to accept an assignment length which sets out the minimum period of time that you are expected to remain in the post. From 4 July 2022, assignment lengths have been introduced in the Civil Service for SCS roles when a new SCS has started in their new role, this is to ensure that the postholder is aware of the expectation to deliver agreed key business outcomes and build capability in their roles. Please note this is not a contractual provision and will not form part of your terms and conditions.

Working Arrangements

This role is available on a full-time basis; we will also consider some flexible working options, including pre-arranged job-share.

If applying as job share partners, please review the guidance - [JSF hub page](#) | [Civil Service Careers \(civil-service-careers.gov.uk\)](#)

Background

Britain's emergency services are essential to our lives and communities. They work in dangerous environments to protect and keep the public safe. In a digital and connected world, they need a modern, fast, and secure critical mobile communications network. The technology that supports Airwave, the voice and data network currently used, is reaching the end of its lifetime. While reliable and fit for purpose for the immediate future, it's limited and can't compete with the opportunities offered by the new generation of mobile critical communications technology.

A new solution is needed: one that will give police, immigration officers, paramedics, firefighters and first responders in Britain access to the latest communications technology to help them do their jobs effectively and deliver the best possible service.

The new Emergency Services Network (ESN) has the potential to transform how Britain's emergency services operate. It will transmit fast, safe and secure voice, video and data across the universal 4G network and provide first responders immediate access to life-saving data, images and information in real-time.

ESN's high-speed mobile technology will mean that calls to the emergency services will take priority over all other network traffic, even at peak times in busy urban locations. It will enable 999 calls to be made securely from mobile phones in some of the most remote and rural parts of Britain for the first time. It will mean that the emergency services and first responders can share vital data and expertise quickly and securely from the frontline. They will be able to choose what meets their operational requirements from the most advanced tools and technologies.

ESN will provide a modern, safe and secure mission-critical communications network to Britain's emergency services which will help keep the public safe now, and for generations to come. This is an exciting programme, delivering cutting edge technology which will directly impact people's lives.

Job Description

The Role

This is an exciting and challenging opportunity to lead the Programme Management Office on one of Government's largest programmes, supporting and enabling the critical infrastructure of our Emergency Services. The ESMCP includes 50 parallel projects and has a complex governance structure including change, risk and programme assurance.

Key Responsibilities

1. Lead a direct team of c.45 direct reports and an extended team of over 300 professionals including Civil Servants, Emergency Services personnel, Contractors and Consultants; interface with partners who provide core functionality and services to the ESMCP.
2. Lead on Programme Management working closely with other members of ESMCP to inform, substantiate, and drive forward our strategy.
3. Manage a budget of c.£4.9m and establish strong working relationships with finance and commercial, as well as monitoring the progress of our external delivery partners, consultants and other key stakeholders.
4. Be accountable for programme planning, reporting, risk management and governance of the programme, including all major board meetings with responsibility for managing the programme operating model and providing regular status updates.
5. Ensure the adoption of clear project plans, robust risk management and assurance, aligning our strategy with clear roadmaps and outcomes.
6. Provide programme representation in cross-government forums, working with other senior leads to ensure clear integrated forward plans.
7. Lead on the programme business case & benefits. Working with the finance, leadership team and User communities and finding bodies.

Person Specification

Essential Criteria

The successful candidate will need to demonstrate their knowledge, experience, capability and behavioural approach to a high standard against the following key criteria:

1. Senior leader and Project Delivery Professional with experience of using industry standard Project Portfolio Management approaches preferably within a complex telecoms project or programme, ideally within Government or as a supplier and at comparable scale.
2. Significant experience of senior level engagement in a complex stakeholder environment; excellent communication skills in both verbal and written forms up to ministerial or equivalent level with the confidence, credibility and gravitas required to engage executive and board level stakeholders.
3. Able to communicate and present complex technical information to non-technical audiences, including a range of senior users; references prior knowledge gained in telecoms and other sectors, preferably including offshoring.
4. Leadership and integration of large, multi-disciplinary teams across organisational boundaries with experience of leading extended teams of up to 200 professionals; able to integrate effectively with the existing ESMCP team, applying excellent listening and collaboration skills.
5. Experience of managing partner contracts, large suppliers and maximising delivery outputs, ensuring value for money. Track record of developing and implementing strategies to deliver tangible outcomes with the ability to evaluate and accurately gauge progress in a telecoms setting.
6. A strong, dynamic and resilient delivery professional with the ability to solve problems under pressure, achieving tangible outcomes in the face of significant challenges. Adaptable, intellectually curious and motivated by the opportunity for learning and self-development.
7. A project delivery leadership qualification at degree level or equivalent, such as the Project Leadership Programme, Prince 2 Certification or other recognised accreditation.

Panel

John Black – Programme Director



John is the Programme Director for ESMCP with responsibility for delivering the ESN. John joined the Civil Service in 2020. He has more than 30 years experience in technology programmes working primarily for IBM. John is a qualified IT architect, a Chartered Engineer and Fellow of the Institution of Engineering and Technology and has a doctorate in Inorganic Chemistry

Nigel Smith



Nigel is the ESMCP Programme Manager with responsibility for all governance, integrated programme plans, assurance, external Government governance and central programme activity. He has over 30 years experience as a programme manager largely working in the private sector with global corporations.

Linda Summerland



Linda is an HR Business Partner in Public Safety Group providing guidance and advice on HR policies and procedures to the programme and the wider Public Sector Directorate.

Independent panel member - TBC



TBC

Expected Timeline

Please note that these dates are only indicative at this stage and could be subject to change. We will try and offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process. You will be advised of the format of the final selection panel interview in advance.

The anticipated timetable is as follows:

Advert Closing Date	23:55 on Sunday 11 th August 2024
Longlist Meeting	Week commencing 19 th August 2024
Preliminary Interviews	Weeks commencing 26 th August & 2 nd September 2024
Shortlist	Week commencing 9 th September 2024
Assessments and Staff Engagement Event	Weeks commencing 16 th September, 23 rd September
Interviews	Week commencing 7 th October 2024

The Recruitment Process

Online Application

Please submit your application online at the following link:

<http://www.gatenbysanderson.com/job/GSe109607>

no later than **23:55 on Sunday 11th August 2024**. Please provide the following information:

1. A **CV** - setting out your career history, highlighting specific responsibilities and achievements that are relevant for this role, including details where budgets and numbers of people managed, relevant achievements in recent posts, together with reasons for any gaps within the last two years;
2. A **Statement of Suitability** – (limited to 1250 words) explaining how you consider your personal skills, qualities and experience, provide evidence of your suitability for the role, with particular reference to the essential criteria in the person specification.
3. **Diversity Monitoring** - as part of the online application process, you will be asked a number of diversity-related questions. If you do not wish to provide a declaration on any of the characteristics, you will have the option to select 'prefer not to say'. See the [Civil Service Diversity and Inclusion Strategy: 2022 to 2025 \(HTML\)](#) - [GOV.UK \(www.gov.uk\)](http://www.gov.uk) for more information.

It is essential that in your written application you give evidence, using examples, of proven experience. These responses will be developed and discussed with candidates invited for interview.

Failure to submit both a CV and Supporting Statement will mean the panel only have limited information on which to assess your application against the criteria in the person specification.

Please Note:

- GatenbySanderson have been appointed to administer the campaign on behalf of the Home Office, which includes an executive search and preliminary interview for candidates progressed by the panel following the longlist meeting.

- Shortlisted candidates will be required to participate in a Staff Engagement exercise which will be assessed along with the interview, which will include a presentation.
- If you are shortlisted, you will be provided with full details of the next stages of the selection and assessment process. Shortlisted candidates may also be required to meet with the Minister.
- The final selection panel interview will be held in Bristol or London (TBC). The shortlisted candidates will be informed about the specific location prior to the interviews.
- Expenses incurred by candidates during the recruitment process will not be reimbursed by the Home Office except in exceptional circumstances and only when agreed in advance with the Home Office Resourcing Centre (HORC) Senior Civil Service (SCS) Recruitment Team.
- Once you have submitted your application online it cannot be amended; only submit your application when you have completely finished.

Positive Action

- Where two or more candidates in a recruitment exercise are considered to be of equal merit after interview, the Home Office may use Positive Action, in accordance with section 159 of the Equality Act 2010.
- When considering the application of Positive Action, equal merit candidates will be contacted* and invited to provide data regarding their protected characteristics.
- To protect your data, please be aware that we will refer to you using your unique candidate application ID in any communication relating to Positive Action.

The Recruitment Process

Equal Opportunities Monitoring

As a mandatory part of the application process, we ask candidates to complete equal opportunities monitoring information. This will help us to follow the recommendations of the Equality and Human Rights Commission, that employers should monitor selection decisions to assess whether equality of opportunity is being achieved. The information on the form will be treated as confidential and used for statistical purposes only and not used to make selection decisions. The Home Office Positive Action Statement can be found in the Diversity and Inclusion section earlier in this document. If you do not wish to provide a declaration on any of the characteristics, you will have the option to select 'prefer not to say'.

Guaranteed Interview Scheme for Disabled Persons

The Home Office is an accredited user of the Government's "Disability Confident" disability symbol, which denotes organisations that have a positive attitude towards disabled applicants. Applicants who meet the minimum (i.e. essential) criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to apply for consideration under this scheme, please complete the relevant fields on the CSJ application form. It is not necessary to state the nature of your disability.

Great Place to Work for Veterans scheme

A Great Place to Work for Veterans is aimed at encouraging veterans from the armed services into public sector roles. **Applicants who meet the minimum (i.e. essential) criteria** in the job specification will progress to the next stage of selection. **Selection will be on merit.** If you wish to apply for consideration under this scheme, please select this on your application.

Any veteran who opts into the scheme and meets the minimum criteria required for a role will be guaranteed to move to the next stage of selection, such as an interview or online test - For more information and eligibility requirements around the Veterans scheme please visit [here](#)

Terms & Conditions

The information offered in this document is supplied in good faith but does not in itself form any part of the contract of employment.

Appointment Term: This post is offered as a permanent appointment.

Working Arrangements:

This role is available on a full-time basis; we will also consider some flexible working options.

Where business needs allow, some roles may be suitable for a combination of office and home-based working. This is a non-contractual arrangement where all SCS employees will be expected to spend more than 60% of their working time in an office and across sites where their teams are based, subject to local estates capacity.

Working Hours: 37 hours per week, excluding lunch breaks.

This role is available on a full-time basis; we will also be open to flexible working options, including a prearranged job-share.

Location: London, Bristol

Remuneration: The post is set within the SCS Pay Band 1 salary range.

Starting salary is expected to be in the range £86,000*

No allowances will be payable.

***Please note:** Standard Cabinet Office rules on pay will apply to civil servants appointed on level transfer or promotion. Their salary will increase to the minimum of the SCS PB1 range or by a promotion award of up to 10% more than their current salary (whichever is the greater). Individuals appointed on level transfer will retain their existing salary.

You may be eligible for a non-consolidated annual bonus payment, subject to successful performance, in line with the Home Office Senior Civil Service pay arrangements. These are set annually within the guidelines laid down by the Cabinet Office.

Childcare Support: The Government's Tax-Free Childcare Scheme (TFC), has recently been introduced and replaces all employer provided childcare voucher schemes. You can get up to £500 every 3 months for each of your children to help with the costs of childcare. In order to determine your eligibility, you can find the rules for the scheme on **GOV.UK** at [helping pay for childcare](https://www.gov.uk/helping-pay-for-childcare).

Annual leave: Candidates from outside the Civil Service will be entitled to 25 days paid as standard, plus public holidays.

Existing civil servants appointed on level transfer will retain current contractual entitlements in relation to annual leave and privilege leave.

If you are an existing civil servant appointed on promotion, you will be appointed on modernised terms and conditions.

Nationality: This is a non-reserved post and therefore open to those nationals who qualify under the Civil Service Nationality Rules - [Civil Service Nationality Rules \(publishing.service.gov.uk\)](https://civilservice.service.gov.uk/nationality-rules)

In order to confirm your eligibility for this post, please complete the Eligibility section on Civil Service Jobs. You will not be asked to produce the evidence stated at the application stage, but you will be required to do so should you be invited to the final panel interview.

Conflict of interest: If you or your spouse have any business interest or potential conflict of interest with the activities of the Home Office you will be expected to declare this at a later stage. You will also be asked to inform us if you have any indirect association of this kind through any other family member or partnership.

Additional information

Pre-appointment checks

The responsibilities of the Department mean that we set very high standards for our staff. Honesty and integrity are essential and form part of the core values of the Civil Service. We will always carefully check the suitability of new employees for employment at the Home Office and are not tolerant of dishonest behaviour. We do not condone criminal activity in any way.

However, within these constraints, we recognise the contribution that ex-offenders can make to a workforce. Our aim is to ensure that potentially suitable candidates for employment are not automatically ruled out from employment with the Home Office. As such, having a criminal record will not automatically bar an individual from working with us.

Security clearance: The successful candidate must be cleared to Security Clearance (**SC**) level before they are able to start.

For further information, please follow the link:

[United Kingdom Security Vetting - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/organisations/civil-service/about/civil-service-security-clearance)

Civil Service Code: The Civil Service Code sets out the constitutional framework within which all civil servants work and the values they are expected to uphold. A copy of the Code can be found at:

<http://www.civilservice.gov.uk/about/values>.

Data Protection: The Home Office takes its obligations under the Data Protection Act seriously. Any data about you will be held in secure conditions with access restricted to those who need it in connection with dealing with your application and the selection process. Data may also be used for the purposes of monitoring the effectiveness of the recruitment process, but in these circumstances will be kept anonymous. The Diversity Monitoring Form is used for monitoring the selection process only. If you do not wish to have these details recorded, please return the form uncompleted. If you are unsuccessful, your personal data relating to application will be destroyed after 12 months. If you are successful, data will be passed to the Home Office personnel team.

Positive Action Statement

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) and the [Civil Service Diversity and Inclusion Strategy](#).

We are an equal opportunity employer and value diversity and inclusion at the Home Office. We recognise the importance of diversity to delivering our critical agenda and are committed to ensuring our department is representative of modern Britain. We are flexible, skilled, professional and diverse. We particularly welcome applications from Ethnic Minority candidates as they are under-represented within the senior Civil Service.

The role of the Civil Service Commission in relation to recruitment

The Home Office's recruitment processes are underpinned by the principle of selection for appointment on merit on the basis of fair and open competition, as outlined in the Civil Service Commission's Recruitment Principles, which can be found at

<http://civilservicecommission.independent.gov.uk/civil-service-recruitment/>.

Civil Service Commissioners chair selection panels for all external recruitment competitions at Senior Civil Service Pay Band 2 (Directors), Pay Band 3 (Director General) and Permanent Secretary levels. An external competition is one that is advertised outside the Civil Service and candidates who are not existing civil servants may apply.

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint you should contact HORCSCSRecruitment@homeoffice.gov.uk in the first instance. If you are not satisfied with the response you receive from the Home Office you can contact the Civil Service Commission.

The Commission publishes a guide that outlines its approach to handling a complaint under the Recruitment Principles. This can be accessed at <http://civilservicecommission.independent.gov.uk/civil-service-recruitment/complaints/>. We would recommend you read this guidance before submitting a complaint.

Complaints should be sent in writing to:

Civil Service Commission,
Room G8,
1 Horse Guards Road,
London,
SW1A 2HQ.





Home Office

Contact us

For a confidential discussion about the role please contact

Orla.Brennan@gatenbysanderson.com
Tracy.wicik@gatenbysanderson.com

Please direct any questions regarding the recruitment process to

Devon.Coates@gatenbysanderson.com

