



**LETTER SENT BY E-MAIL ONLY**

8 December 2023

2023/24-052

**Freedom of Information (Scotland) Act 2002**

**Request**

Please find below our response to your correspondence dated 13 November, in which you made the following request under the Freedom of Information (Scotland) Act 2002:

I would like to make a Freedom of Information request for information contained in

all meetings discussions communications and notes held by and between the Scottish Police Authority and Police Scotland - relating to the recruitment of a new Chief Constable for Police Scotland

and

the numbers of applications, numbers of candidates shortlisted and numbers of candidates issued and any gender information for candidates who applied, were shortlisted and interviewed and numbers of any candidates who withdrew from the process (and at which stage of the process any candidate withdrew)

when the position of Chief Constable was granted (date) to the successful applicant (whom) and when they accepted

Which persons (identity, role, organisations) sat on the recruitment and interview panels and any remuneration claimed for this, and by whom

and information contained in any references and who gave the references for candidates (if not name - their role, position experience, organisation)

and info contained in any legal advice obtained or requested on the position of Chief Constable, applicants, and cost of legal advice, and authored by whom (lawyer, law firm KC or other)

from January 2023 to the date of this FOI request

## **Response**

Your request for information has been considered and the Scottish Police Authority is able to provide the following.

### **Information contained in all meetings discussions communications and notes held by and between the Scottish Police Authority and Police Scotland - relating to the recruitment of a new Chief Constable for Police Scotland.**

**Appendix 1.1** – agendas for Authority / Police Scotland Chief Constable Recruitment Project Team

**Appendix 1.2** – Action / Risk Log

**Appendix 1.3** – Recruitment timeline / milestone plan

[Recruitment Pack](#) - also provided in PDF format as Appendix 6.3

**Appendix 1.4** – Familiarisation Update email

**Appendix 1.5** – Board Member Involvement

Whilst we aim to provide information wherever possible, some information is exempt in terms of the Act. Some names and contact details contained in Appendix 1.2, 1.3 and 1.4 have been redacted, as this is third party data, considered to be exempt.<sup>1</sup>

This exemption is absolute and therefore does not require the application of the public interest test. Whilst you may have a legitimate interest in disclosure of this information, it is our view that those interests are overridden by the interests or fundamental rights and freedoms of the data subjects.

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<sup>1</sup> This is a notice in terms of Section 38(1)(b) of the Freedom of Information (Scotland) Act 2002 – Third party data. Disclosure would contravene the data protection principle in Article 5(1)(a) of the General Data Protection Regulation: personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject.

**The numbers of applications, numbers of candidates shortlisted and numbers of candidates issued and any gender information for candidates who applied, were shortlisted and interviewed and numbers of any candidates who withdrew from the process (and at which stage of the process any candidate withdrew).**

Two applications were received for the position of Chief Constable, both were shortlisted, with neither applicant withdrawing from the process.

Applications were received from one male and one female.

**When the position of Chief Constable was granted (date) to the successful applicant (whom) and when they accepted.**

The offer of appointment for the position of Chief Constable, Police Service of Scotland, was made on 13 June 2023 to Jo Farrell. The offer was accepted on 14 June 2023. Following the conclusion of all relevant checks, confirmation of the offer was provided on 3 July.

**Which persons (identity, role, organisations) sat on the recruitment and interview panels and any remuneration claimed for this, and by whom.**

Some of the information requested can reasonably be obtained.<sup>2</sup> A news item was published on the Authority's website on 5 April 2023 announcing the [launch of the recruitment campaign to appointment of the next Chief Constable of Police Scotland](#). An [advert](#) and [Information Pack](#) were also published and the Information Pack provides details of those on the selection panel. To assist, the news item and associated advert / information pack is linked above as well as provided as **Appendix 2.1 - 2.3.**

No remuneration was claimed by the selection panel.<sup>3</sup>

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<sup>2</sup> This is a notice in terms of Section 25 of the Freedom of Information (Scotland) Act 2002 - the authority considers that the information is already available, therefore there is no need to provide an alternative right of access to it through FOISA.

<sup>3</sup> This is a notice in terms of Section 17 of the Freedom of Information (Scotland) Act 2002 – Information not held.

**Information contained in any references and who gave the references for candidates (if not name - their role, position experience, organisation).**

The details of authors of references, and the information contained within references, is third party personal data considered to be exempt from disclosure.<sup>4</sup> The references produced for this appointment process were provided on a confidential basis. Confidential references are exempt from a data subject's right of access to information (para 24 of Schedule 2 to the Data Protection Act 2018). Authors and subjects of confidential references therefore have a reasonable expectation of privacy in relation to any request for disclosure under FOISA. Such references are provided on the understanding that the information they contain is only to be used as part of the assessment process in determining the suitability of the candidate. The information will not otherwise be used or disclosed.

This exemption is absolute and therefore does not require the application of the public interest test. Whilst you may have a legitimate interest in disclosure of this information, it is our view that those interests are overridden by the interests or fundamental rights and freedoms of the data subjects.

To assist, we can advise that two references were received for each candidate.

**Info contained in any legal advice obtained or requested on the position of Chief Constable, applicants, and cost of legal advice, and authored by whom (lawyer, law firm KC or other).**

The Scottish Police Authority did not request legal advice on this matter.<sup>5</sup>

**Right to Review**

If you are dissatisfied with the outcome of your request you can ask for a review within 40 working days. You must specify the reason for your dissatisfaction and submit your request by email to [foi@spa.police.uk](mailto:foi@spa.police.uk) or by letter to Scottish Police Authority, 1 Pacific Quay, Glasgow, G51 1DZ.

After review, if you remain dissatisfied, you can appeal to the Scottish Information Commissioner within six months. You can apply [online](#), by

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<sup>4</sup> This is a notice in terms of Section 38(1)(b) of the Freedom of Information (Scotland) Act 2002 – Third party data – taking into account para 24 of Schedule 2 to the Data Protection Act 2018 which exempts confidential references from certain provisions of the UK GDPR. Disclosure would contravene the data protection principle in Article 5(1)(a) of the UK General Data Protection Regulation: personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject.

<sup>5</sup> This is a notice in terms of Section 17 of the Freedom of Information (Scotland) Act 2002 – Information not held.

email to [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info) or by letter to Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS.

Should you wish to appeal against the Commissioner's decision, you can appeal to the Court of Session, only if you think the law has not been applied correctly.

An anonymised version of this response will be posted to our [Disclosure Log](#) in seven days' time.



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## **CHIEF CONSTABLE RECRUITMENT PROJECT TEAM**

Thursday 9 March 2023 at 14:00hrs

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### Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 314 066 831 050

Passcode: 2Gy5QH

**Or call in (audio only)**

[+44 20 7660 8334,,348222983#](#) United Kingdom, London

Phone Conference ID: 348 222 983#

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## **AGENDA**

1. Attendees at Project Meeting (Meeting Dates below)
2. Timeline – key activity dates (advert, final interview)
3. External assistance required?
  - a. Design of pack
  - b. Head-hunter
  - c. Psychometric Assessments
  - d. Assessment Centre
4. Proposed Assessment methods
5. Comms Plan
6. AOB

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<b>Date</b>	<b>Time</b>
Thursday 9 March	14:00hrs
Thursday 16 March	15:00hrs
Wednesday 22 March	15:00hrs
Thursday 30 March	14:00hrs
Wednesday 5 April	10:00hrs
Thursday 13 April	16:00hrs
Thursday 20 April	14:00hrs
Thursday 27 April	14:00hrs
Thursday 4 May	14:00hrs
Thursday 11 May	14:00hrs
Thursday 18 May	14:00hrs
Wednesday 24 May	15:00hrs
Thursday 1 June	14:00hrs
Thursday 8 June	14:30hrs

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## **CHIEF CONSTABLE RECRUITMENT PROJECT TEAM**

Thursday 16 March at 16:30hrs – 17:10hrs

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## **AGENDA**

- 1. [Action/Risk Log](#)**
- 2. [Milestone Plan](#)**
- 3. [Recruitment Pack](#)**
- 4. [College of Policing Support](#)**
- 5. [Board Member Involvement](#)**
- 6. [AOB](#)**

**Next Update to Chair:** Monday 20 March at 14:45hrs

**Next Project Meeting:** Wednesday 22 March at 15:00hrs

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## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Wednesday 22 March at 15:00hrs – 16:00hrs

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## AGENDA

- 1. Action/Risk Log**
- 2. Milestone Plan**
- 3. Recruitment Pack**
- 4. Advertising deadlines & designed pack**
- 5. Familiarisation Update**
- 6. Assessment & linked competencies**
- 7. College of Policing – agreement on timeframes, format of evaluation and feedback**
- 8. AOB**

**Next Update to Chair:** Monday 27 March at 12:45hrs

**Next Project Meeting:** Thursday 30 March at 14:00hrs

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## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Thursday 29 March at 14:00hrs – 15:00hrs

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## AGENDA

- 1. [Action/Risk Log](#)**
- 2. [Milestone Plan](#)**
- 3. [Recruitment Launch](#)**
- 4. [Familiarisation Update](#)**
- 5. [Board Member Involvement](#)**
- 6. [Assessment & linked competencies](#)**
- 7. [College of Policing – agreement on timeframes, format of evaluation and feedback](#)**
- 8. [AOB](#)**

**Next Update to Chair:** Monday 3 April at 13:45hrs

**Next Project Meeting:** Tuesday 4 April at 14:00hrs



## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Wednesday 12 April at 15:45hrs – 16:30hrs

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### Microsoft Teams meeting

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## AGENDA

- 1. [Action/Risk Log](#)**
- 2. [Milestone Plan](#)**
- 3. [Familiarisation Update](#)**
- 4. [Board Member Involvement](#)**
- 5. [Assessment & linked competencies](#)**
- 6. [College of Policing – agreement on timeframes, format of evaluation and feedback](#)**
- 7. [AOB](#)**

**Next Update to Chair:** Monday 17 April at 13:45hrs

**Next Project Meeting:** Thursday 20 April at 14:00hrs

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## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Thursday 20 April at 14:00hrs – 15:00hrs

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## AGENDA

- 1. [Action/Risk Log](#)**
- 2. [Milestone Plan](#)**
- 3. [Familiarisation](#)**
- 4. [Assessment Process](#)**
- 5. [Practicalities of assessment elements](#)**
- 6. [AOB](#)**

**Next Update to Chair:** Monday 24 April at 15:45hrs

**Next Project Meeting:** Thursday 27 April at 14:00hrs

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## **CHIEF CONSTABLE RECRUITMENT PROJECT TEAM**

Thursday 27 April at 14:00hrs – 15:00hrs

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## **AGENDA**

- 1. Apologies – Lynn Brown**
- 2. Action/Risk Log**
- 3. Milestone Plan**
- 4. Assessment Process**
- 5. Practicalities of assessment elements**
- 6. AOB**

**Next Update to Chair:** Monday 1 May at 12:45hrs

**Next Project Meeting:** Monday 1 May at 16:00hrs

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## **CHIEF CONSTABLE RECRUITMENT PROJECT TEAM**

Monday 1 May at 16:00hrs – 17:00hrs

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## **AGENDA**

### **1. Action/Risk Log**

### **2. Shortlisting**

- **Candidates**
- **Panel Packs - electronic**
- **Candidate letters for approval**
- **External/Internal Stakeholder letters for approval**
- **Confirm date/s for Stakeholder Panels & Interview**

### **3. Next Steps Assessment Process**

### **4. AOB**

**Next Update to Chair:** Monday 15 May at 13:45hrs

**Next Project Meeting:** Thursday 11 May at 12:00hrs

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## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Thursday 11 May 14:00hrs – 15:00hrs

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## AGENDA

- 1. Action/Risk Log**
- 2. Professional Policing Panel Feedback and Evaluation Forum**
- 3. Next Steps Assessment Process**
  - a. Stakeholder Panels**
    - i. Internal
    - ii. External
  - b. Psychometric Testing**
  - c. Media Exercise**
  - d. References**
- 4. Interview Arrangements**
- 5. Cab Sec Approval Process**
- 6. Thank You Correspondence**
- 7. AOB**

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**Next Update to Chair:** Monday 15 May at 13:45hrs

**Next Project Meeting:** Thursday 18 May at 14:30hrs

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## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Thursday 18 May 09:30hrs – 10:00hrs

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## AGENDA

- 1. Action/Risk Log**
- 2. Professional Policing Panel Feedback and Evaluation Forum**
- 3. Next Steps Assessment Process**
  - a. Stakeholder Panels**
    - i. Internal
    - ii. External
  - b. Psychometric Testing**
  - c. Media Exercise**
  - d. References**
- 4. Interview Arrangements**
- 5. Cab Sec Approval Process**
- 6. Thank You Correspondence**
- 7. AOB**

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**Next Update to Chair:** Monday 15 May at 13:45hrs

**Next Project Meeting:** Thursday 18 May at 14:30hrs

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## CHIEF CONSTABLE RECRUITMENT PROJECT TEAM

Thursday 1 June 09:15hrs – 09:45hrs

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## AGENDA

1. [Action/Risk Log](#)
2. [Stakeholder Panel & Media Exercise Update](#)
3. [Chief Constable Recruitment Pack](#)
  - [Professional Policing Panel Feedback](#)
  - [Stakeholder Panel Feedback](#)
  - [Psychometric Testing Feedback](#)
  - [Media Exercise Feedback](#)
  - [References Update](#)
4. [Interview Arrangements](#)
5. [Cab Sec Approval Process](#)
6. [AOB](#)

**Next Update to Chair:** Wednesday 7 June at

**CC Recruitment-**  
**Action Log**

ID	Action	Action Owner	Progress Update/ Further Information	Target Date	Escalated (Y/N)	R/A/G	Status
ACT_CCR_028	Draft letter for SG recommending a candidate	[Redacted S38(1)(b)]		12/06/23	N		New
ACT_CCR_029	SPA IM will arrange for a Egress File to be created to allow panel members to access the interview pack. To be available from Tues 06/06 18:00 to 12:00 12/06	[Redacted S38(1)(b)]	Links will be sent to each panel member & each individual will be provided a log in/password to access.	06/06/23	N		New
ACT_CCR_030	[Redacted S38(1)(b)] to contact Joe Griffin and Angela Scott's office to let them know they will be given access to electronic copies of the interview pack and that they will be provided a hard copy on the day of the interview	[Redacted S38(1)(b)]		06/06/23	N		New
ACT_CCR_031	SPA will arrange to print 4 interview packs for the morning of the interviews	[Redacted S38(1)(b)]		12/06/23	N		New
ACT_CCR_032	[Redacted S38(1)(b)] to contact external candidates to request express permission to commence vetting. This will ensure these checks are complete when successful candidate is announced	[Redacted S38(1)(b)]		01/06/23	N		New
ACT_CCR_033	Professional standards and medical poised for successful candidate	[Redacted S38(1)(b)]		12/06/23	N		New
ACT_CCR_034	Confirm choregraphy and draft press release	[Redacted S38(1)(b)]		02/06/23	N		New
ACT_CCR_035	List of stakeholders to receive thank you from the Chair	[Redacted S38(1)(b)]		12/06/23	N		New
ACT_CCR_036	Draft letter to be shared with the chair	[Redacted S38(1)(b)]		15/05/23	N		New
ACT_CCR_037	Draft letters Successful and unsuccessful letters to be prepared	[Redacted S38(1)(b)]		12/06/23	N		New

CC Recruitment Project -  
Closed Actions

Action ID	Action	Action Owner	Progress Update/ Further Information	Target Date	Escalated	R/A/G	Status	Linked	Linked ID
ACT_CCR_001	Engage with [Redacted S38(1)(b)] (CC Office) to request for formal/written resignation letter	[Redacted S38(1)(b)]		16/03/23	N		Completed		
ACT_CCR_002	Liaise with [Redacted S38(1)(b)] (CC Office) regarding familiarisation sessions	[Redacted S38(1)(b)]	<b>Update 16/03:</b> Confirmed that [Redacted S38(1)(b)] will be the key contact. [Redacted S38(1)(b)] to liaise with [Redacted S38(1)(b)] direct and we will facilitate the sessions	22/03/23			Completed		
ACT_CCR_003	Write to CC of College of Policing (CoP) to request for assistance in recruitment process	[Redacted S38(1)(b)]	Contact made via email (14/03/). LB & ME meeting on 15/03	09/03/23	N		Completed		
ACT_CCR_004	Draft proposal for an "Attraction Strategy"	[Redacted S38(1)(b)]		16/03/23	N		Completed		
ACT_CCR_005	Look at the different types of psychometric testing that are available to support this level of recruitment	[Redacted S38(1)(b)]	<b>Update 16/03:</b> [Redacted S38(1)(b)] suggests that [Redacted S38(1)(b)] links with [Redacted S38(1)(b)] direct for advise. <b>Update 22/03:</b> Awaiting feedback from [Redacted S38(1)(b)] before concluding. <b>Update 30/03:</b> [Redacted S38(1)(b)] will circulate by 31/03/23. <b>Update 31/03:</b> [Redacted S38(1)(b)] recirculated proposal from CoP to Director mailbox. <b>Update 04/04:</b> [Redacted S38(1)(b)] confirmed that 2 phsyhometric tests have been identified.	31/03/23			Completed		
ACT_CCR_006	Chair to receive (Draft) Recruitment Pack	[Redacted S38(1)(b)]		17/03/23	N		Completed		
ACT_CCR_007	Schedule meeting with Steve Johnston to talk throug recruitment process in his role in SCOPSA	[Redacted S38(1)(b)]	Update 22/03: Meeting scheduled <b>Update 22/03:</b> Discussion taken place - awaiting formal feedback from SCPOSA.	22/03/23	N		Completed		
ACT_CCR_008	Schedule meeting with Craig Naylor (HMICS) to talk through recruitment process	[Redacted S38(1)(b)]	<b>Update 22/03:</b> Craig Naylor will not be available for shortlisting due to leave	22/03/2023 29/03/2023			Completed		
ACT_CCR_009	Dates for Assessment Centre and shortlisting to be confirmed	[Redacted S38(1)(b)]		20/03/23	N		Completed		
ACT_CCR_010	Recruitment Pack to be with PS Graphics on Monday 20/03/23 - [Redacted S38(1)(b)] to copy in Katy and Chris	[Redacted S38(1)(b)]	[Redacted S38(1)(b)] will request for 1st draft return from Graphics (23/03). <b>Update 22/03:</b> Pack and Advert near final. Version with D8 Designers today. PS Graphics providing support but not designing.	22/03/23			Completed		
ACT_CCR_011	[Redacted S38(1)(b)] to produce paper to describe the alignment of each assessment type and where it links to all relevant competencies	[Redacted S38(1)(b)]	<b>Update 30/03:</b> Proposed competency assessment shared with [Redacted S38(1)(b)], will feedback when comment received	29/03/2023 31/03/23			Completed	Y	ACT_CCR_005
ACT_CCR_012	Draft letter to Stakeholders	[Redacted S38(1)(b)]	<b>Update 30/03:</b> Finalised and issued 31/03	31/03/23			Completed		
ACT_CCR_013	Share draft media brief	[Redacted S38(1)(b)]	<b>Update 30/03:</b> [Redacted S38(1)(b)] circulated agreed comms to Katy Miller for reference	31/03/23			Completed		
ACT_CCR_014	Confifm the detailed breakdown/structure of familiarisation day	[Redacted S38(1)(b)]		30/03/23			Completed		
ACT_CCR_015	Ask CoP for clarity regarding; dates/times and format of assessment centre	[Redacted S38(1)(b)]	<b>Update 31/03:</b> Contact made with CoP, will feedback when response received	04/04/23			Completed		
ACT_CCR_016	Confirm Template letters & Interview questions	[Redacted S38(1)(b)]	<b>Update 31/03:</b> [Redacted S38(1)(b)] engaged with [Redacted S38(1)(b)] – will wrap into broader process update. <b>Update 04/04:</b> [Redacted S38(1)(b)] to provide broader update on the assessment process at the next project meeting.	30/03/2023 19/04/23			Complete		
ACT_CCR_018	Confirm with CE if project team to proceed with engagement with Members	[Redacted S38(1)(b)]	Update 04/04: Linked to ACT_017 <b>Update 04/04:</b> Proposal to be issued to members detailing key dates	04/04/23			Completed		
ACT_CCR_017	Cross reference key activities in milestones plan with Members availability	[Redacted S38(1)(b)]		04/04/23			Completed		
ACT_CCR_019	Contact to be made with Media supplier (provided by [Redacted S38(1)(b)])	[Redacted S38(1)(b)]	<b>Update 12/04:</b> Engagement ongoing. <b>Update 20/04:</b> [Redacted S38(1)(b)] to provide Martin the two proposed scenarios for review/approval. <b>Update 26/04:</b> Feedback from Chair received. [Redacted S38(1)(b)] to share with DCC Taylor for input now.	04/04/2023 27/04/23			Completed		

ACT_CCR_020	Circulate draft familiarisation proposal capturing feedback from DCC Taylor & DCO Page	[Redacted S38(1)(b)]		05/04/23			Completed		
ACT_CCR_021	Schedule meeting for Lynn to speak with Steve Johnston (SCOPSA)	[Redacted S38(1)(b)]	<b>Update 12/04:</b> Meeting not necessary - awaiting feedback from ACC Johnston.	06/04/23			Completed		
ACT_CCR_023	[Redacted S38(1)(b)] to provide a plan for the Interview (based on CVF)	[Redacted S38(1)(b)]	<b>Update 12/04:</b> Link to Action 024.	12/04/23			Completed		
ACT_CCR_022	Contact to be made with Governance Support Team to schedule a special Authority meeting for early June	[Redacted S38(1)(b)]	<b>Update 12/04:</b> Complete. We will confirm and stand meeting up with members after shortlisting on 4 May.	04/05/23			Completed		
ACT_CCR_024	[Redacted S38(1)(b)] to summarise the assessment process for CE ahead of update to Chair	[Redacted S38(1)(b)]	<b>Update 14/4:</b> Summary shared with CE 14/4.	14/04/23			Completed		
ACT_CCR_025	[Redacted S38(1)(b)] to engage with SG on requirements for CSJ briefing ahead of interviews.	[Redacted S38(1)(b)]	<b>Update 20/04:</b> [Redacted S38(1)(b)] spoke with Murray. Draft briefing ready to go when details confirmed	03/05/23			Completed		
ACT_CCR_026	[Redacted S38(1)(b)] to provide draft Assessment process/ elements to wider group	[Redacted S38(1)(b)]		27/04/23			Completed		
ACT_CCR_027	Finalise stakeholder panels and issue letters and diary holds	[Redacted S38(1)(b)]		27/04/23			Completed		

## CC Recruitment

### Risk Log

ID	CATEGORY	DETAILS	MITIGATION	OWNER	PROGRESS UPDATE	Target Date	Escalated (Y/N)	R/A/G	Status
RISK_CCR_002	<b>ORGANISATIONAL RISKS</b>	Availability of Authority Members to participate/support key activities on plan	May need to swap Members to different activities	[Redacted S38(1)(b)]		04/04/23		<span style="background-color: #90EE90;">Green</span>	New

### CLOSED RISKS/ISSUES

ID	CATEGORY	DETAILS	MITIGATION	OWNER	PROGRESS UPDATE	Target Date	Escalated (Y/N)	R/A/G	Status
RISK_CCR_001	<b>SUPPLIER</b>	PS Graphics cannot deliver on the timeline to produce the CC Recruitment Pack (Advert & Information Pack)	Submit 3 quotes from external graphic designers with specific design requirements and timelines to ensure that there is no impact on the project critical path	[Redacted S38(1)(b)]	Digital advert ready for release/publication by target date	31/03/23	Y	<span style="background-color: #CCCCCC;">Grey</span>	Complete

1

	Proposed date
	Additional subtasks to be added
	Task complete
	Critical path task

**From:** [REDACTED]  
**To:** [SPA Chief Executive](#); [REDACTED]; [REDACTED]; [Director People and Development](#)  
**Cc:** [Miller, Katy](#)  
**Subject:** CC Recruitment - action update [OFFICIAL: POLICE ONLY]  
**Date:** 26 March 2023 20:01:53  
**Attachments:** [ACC Familiarisation Day xxxx.docx](#)

---

## OFFICIAL: POLICE ONLY

Hi All,

My Action from Wednesday's call .

I have listed below suggested people for the CC Familiarisation day .

I am conscious that it would not be best practise for any potential applicants to interact with the current DCC's, in case they are applying themselves .And, we need to keep away from anyone on the interview panel .

I will ask Supt Sharp to enquire as to whether the CC would like to speak on the day , and if so , we can schedule that in as a priority .

It would be easier to offer a virtual event to everyone , that way all Teams calls can be scheduled and everyone hears the same brief , but conscious you may want to offer face to face ,and if so , we will schedule accordingly .

The table below is a draft of what the day could look like . It will move about depending on diaries , Davie Sharps team will book it all in .

Each candidate will be sent an individual itinerary for the day.. Again , this will vary if face to face or Teams. ( I have attached one used for the recent ACC process which shows the format of what we would send out )

### Chief Constable - Familiarisation Day - Wednesday 18th/ Thursday 19th April 2023

Wednesday 9.30am - Welcome Superintendent Davie Sharp

9.30am- 10am - Supt Davie Sharp can talk through the agenda and give a profile of each speaker or if we go with face to face , he will show them round the castle and get IT ready for some Teams calls .

10am - 10.30am DCO Page

10.30- 11am CEO SPA

11.am-11.30 Chief Financial Officer

11.30 - 12 noon Chief Digital Information Officer

12- 12.30 Director of P&D

12.30 - 1.30 Lunch

1.30-2 ASPS

2-2.30 SPF

2.30-3 - Chief Legal Officer

3- 3.30 ACC Professionalism

3.30- 4 ACC Local Policing

4- 4.30 ACC SCD

4.30 - 5pm [REDACTED] , talk through planned assessments for CC process – allows them to know what the day/ days will entail .

I am on annual leave w.c 27<sup>th</sup> March , so will miss next call . However, I will pick up my action on my return and can work with Davie to

organise day and diaries on whatever format is decided.

Hoping this covers the ask !

[REDACTED]

[REDACTED]  
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Published: 05 April 2023

# Exceptional Chief Constable sought for Police Scotland

Topic: [Workforce](#)

The Scottish Police Authority has launched a recruitment campaign today, Friday 31 March 2023, seeking a new Chief Constable to lead the second largest police service in the UK.

Police Scotland's current Chief Constable, Sir Iain Livingstone QPM announced his intention to retire in the summer of 2023 at a meeting of the Authority on 23 February.

The Authority is now advertising for an exceptional police leader who can build on the effectiveness, operational competence and achievements of Scotland's police service while

ensuring that it adapts to meet growing and increasingly complex challenges.

**Martyn Evans, Chair of the Scottish Police Authority, who will lead a panel to appoint a new Chief Constable said:**

"The Chief Constable of Police Scotland is one of the most significant policing roles in the UK.

"Ten years on from police reform we can look back on the last decade with conviction, knowing that efforts and challenges have delivered a service that is better than anything that preceded it. A solid foundation exists for that reform and improvement to continue.

"Police Scotland has a dedicated workforce and commands strong public support. The next Chief Constable must build on that support as the service continues to adapt to meet the needs of Scotland's communities."

The deadline for applications is Friday 28 April. The Authority expects to announce a successful candidate in June 2023.

For more information about this role please click on the links below:

[Advert - Chief Constable](#)

[Information Pack - Chief Constable](#)

[Previous Article](#) | [Next Article](#)

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[Cookie Settings](#)  
[Work with Us](#)

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Scottish Police Authority,  
1 Pacific Quay,  
Glasgow,  
G51 1DZ.

Keep up to date on the latest events via our social channels.



# SERVING A CHANGING SCOTLAND

## CHIEF CONSTABLE OF POLICE SCOTLAND

**Salary: £232,452**

The Scottish Police Authority is seeking a new Chief Constable to lead Police Scotland, the second largest police service in the UK with a workforce of circa 22,500 and a budget of more than £1.35 billion. Police Scotland serves a population of more than five million people, in urban centres, cities and towns and across rural and island communities. Its purpose is to improve the safety and wellbeing of people, places and communities across Scotland.

As Chief Constable, you will understand the unique nature of leading Scotland's national police service and appreciate the challenges that lie ahead. You will have a strong commitment to the values of integrity, fairness and respect and a commitment to upholding human rights. You will

have the ability to further strengthen and develop organisational culture. You will seek and drive collaboration with other agencies and criminal justice partners to ensure that trust and confidence in policing remains high, the public are kept and feel safe, crime is prevented, offenders are brought to justice and emerging threats to public safety are anticipated and effectively addressed.

As Chief Constable, you will build on the effectiveness, operational competence and achievements of Scotland's police service while ensuring that it adapts to meet growing and increasingly complex individual, community and financial challenges. An outstanding and accomplished police leader, you will have extensive experience of leading a significant policing organisation. You will have excellent skills in relationship building, influencing others and communication, and you will be able to inspire and motivate others. Fundamental to your success will be your ability to command high levels of confidence and trust within the service; with stakeholders and with the public.



As Chief Constable, you will lead and further develop an established, cohesive and effective senior leadership team focused on delivering the outcomes in our Strategic Police Plan.

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

*We are committed to developing a diverse workforce and to promoting an organisational culture where everyone is treated with integrity, fairness and respect. We particularly welcome applications from groups currently under-represented in Police Scotland in order to better serve our diverse communities.*

For further information and an application pack please visit [www.spa.police.uk](http://www.spa.police.uk)





SCOTTISH POLICE  
AUTHORITY  
ÙGHARRAS POILIS NA H-ALBA



POLICE  
SCOTLAND  
POILEAS ALBA

# Chief Constable Information Pack 2023



# EXCEPTIONAL LEADER SOUGHT FOR **POLICE SCOTLAND**



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# A MESSAGE FROM THE CHAIR OF THE SCOTTISH POLICE AUTHORITY

Thank you for your interest in the position of Chief Constable of Police Scotland. The Scottish Police Authority is looking for an exceptional individual to step into one of the most significant leadership roles in UK policing. This role offers a unique and immensely rewarding opportunity to lead and further develop one of Scotland's largest, best performing and most important public services.

The present Chief Constable will retire this summer after 6 years in the role. In that period, under his leadership, Police Scotland has undergone significant and systemic transformation. This has resulted in a police service with a strong ethos of public service, and high levels of trust and confidence. It also has a clear understanding of its values and culture, a strong and transparent grip on finance and a dedicated and committed workforce.

We are looking for an individual able to build upon the strong tradition of policing in Scotland. The next Chief Constable must continue to champion change and innovation, influence and lead strategic partnerships and value and inspire officers and staff. Crucially, they

must have a clear vision on how policing should deliver for the diverse communities and society it serves in 21st century Scotland.

Police Scotland is at the heart of keeping people safe and ensuring that Scotland's communities are supported and protected. Public trust and confidence in policing in Scotland is high. 10 years on from establishing the single service in Scotland we have an immensely strong platform to build upon.

The benefit of a single service is recognised across all Scotland's communities. As we look towards the next decade, it will be imperative to build from strength, to continue to adapt and drive forward the ambitious programme of transformation and change demanded of us by a changing Scotland.

We need a values-driven, strong, ambitious, innovative and resilient leader who can deliver excellence in policing and work collaboratively and creatively with others to deliver better public services.

This position is demanding, high profile and subject to considerable public scrutiny and comment. For the right person, it will be the most rewarding, fulfilling and impactful policing leadership role you will ever undertake.

If you believe you have the experience, commitment and capability to lead Police Scotland, I hope you will consider applying.



Martyn Evans  
Chair,  
Scottish Police Authority

## CHIEF CONSTABLE OF POLICE SCOTLAND Salary: £232,452

and develop organisational culture. You will seek and drive collaboration with other agencies and criminal justice partners to ensure that trust and confidence in policing remain high, the public are kept and feel safe, crime is prevented, offenders are brought to justice and emerging threats to public safety are anticipated and effectively addressed.

As Chief Constable, you will build on the effectiveness, operational competence and achievements of Scotland's police service while ensuring that it adapts to meet growing and increasingly complex individual, community and financial challenges. An outstanding and accomplished police leader, you will have extensive experience of leading a significant policing organisation. You will have excellent skills in relationship building, influencing others and communication, and you will be able to inspire and motivate others. Fundamental to your success will be your ability to command high levels of confidence and trust within the service, with stakeholders and with the public.

Closing date: Friday 28 April 2023

As Chief Constable, you will lead and further develop an established, cohesive and effective senior leadership team focused on delivering the outcomes in our Strategic Police Plan.

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

We are committed to developing a diverse workforce and to promoting an organisational culture where everyone is treated with integrity, fairness and respect. We particularly welcome applications from groups currently under-represented in Police Scotland in order to better serve our diverse communities.

For further information and an application pack please visit [www.spa.police.uk](http://www.spa.police.uk)



## ABOUT THE SCOTTISH POLICE AUTHORITY

The Police and Fire Reform (Scotland) Act 2012 created the Scottish Police Authority (SPA/Authority) and set out its five core functions:

- to maintain the Police Service;
- to promote the policing principles set out in the 2012 Act;
- to promote and support continuous improvement in the policing of Scotland;
- to keep under review the policing of Scotland;
- to hold the Chief Constable to account for the policing of Scotland.

The Authority consists of a Board of up to 15 non-executive public appointees, selected by Scottish Ministers with a range of professional backgrounds and experiences. The Board is supported by a corporate team of circa 50 staff. The Authority's Chief Executive is the principal adviser to the Board and also the Accountable Officer to the Scottish Parliament for the combined £1.4 billion policing budget.

These five functions demonstrate the dual, integrated responsibilities of the Authority: its oversight role in scrutinising policing in Scotland and holding the Chief Constable to account; and its supportive role in maintaining and improving the police service.

The Authority is also responsible for Scotland's 550-strong crime scene-to-court forensic service, and for maintaining a network of volunteer independent custody visitors who monitor the welfare of people detained in police custody throughout Scotland.

The Authority aims to increase public trust and confidence in the policing of Scotland in the way it carries out its functions and through the quality of its governance arrangements. As a public body, the Authority is committed to the highest standards of openness and transparency in the way it conducts business and takes decisions.

The Authority also appoints Police Scotland's senior officers (Assistant Chief Constable and above) and assesses complaint and conduct issues related to senior officers.



## ABOUT POLICE SCOTLAND

**Police Scotland was formally established on 1 April 2013 and is responsible for policing across the length and breadth of Scotland.**

The creation of Police Scotland was one of the biggest public service reforms since the Scottish Parliament was established in 1999. Police Scotland's statutory purpose is to improve the safety and wellbeing of people, places and communities across Scotland. The policing principles outlined in the Police and Fire Reform (Scotland) Act 2012 state that the service must work in collaboration with others where appropriate and seek to fulfil its purpose in a way that is accessible to, and engaged with local communities and also promotes measures to prevent crime, harm and disorder.

As the second largest police service in the United Kingdom, Police Scotland has a strong commitment to working collaboratively with other police services and law enforcement agencies across the world.

Police Scotland is organised into four portfolios; Local Policing, Crime and Operational Support, Professionalism, Strategy and Engagement and Corporate Support. Each is headed by a Deputy Chief Constable or Deputy Chief Officer.

## ROLE PROFILE

### KEY RESPONSIBILITIES

- contribute significantly to the development of policing capacity and capability across the UK, facilitating the sharing of professional learning and strengthening working relationships across policing;
  - lead the development of organisational strategy and change to address effectively new threats and challenges, and to achieve enhanced productivity, ongoing improvement in the use of resources, and deliver value for money;
  - promote a shared vision, values and purpose across Police Scotland to create an environment in which police officers and staff are encouraged to give their best and to embrace new and innovative ways of working;
  - actively promote an inclusive organisational culture which values and respects diversity, listens to the views of others and supports effective collaborative working;
  - be a visible and accessible role model for the values of the organisation, promoting a public service ethos with the highest levels of professional conduct and integrity;
  - be a strong and trusted advocate, ambassador and figurehead for Police Scotland, representing the service across Scotland, the UK and internationally.
- The Chief Constable will be a visible and inspirational leader who will:
- provide the best possible police service to the people of Scotland in accordance with the policing principles;
  - lead the delivery of the objectives set out in the [Joint Strategic Police Plan](#), currently out for engagement with the public, to ensure that policing in Scotland adapts to meet the changing needs of Scotland's diverse communities;
  - work with the Scottish Police Authority to develop effective strategies, plans and partnerships which develop the workforce, further improve performance and enhance accountability;
  - build high levels of confidence and trust within the service, with partners and stakeholders and with the public through open communication, effective engagement and demonstrable accountability.
- "That the main purpose of policing is to improve the safety and wellbeing of persons, localities and communities in Scotland, and that the Police Service, working in collaboration with others where appropriate, should seek to achieve that main purpose by policing in a way which is accessible to, and engaged with, local communities and promotes measures to prevent crime, harm and disorder."*
- The full range of statutory duties for the post of Chief Constable are set out in the Police and Fire Reform (Scotland) Act 2012.

This strategy is currently being reviewed. You can find out more about Police Scotland at [www.police.scotland.uk](http://www.police.scotland.uk)

## PERSON SPECIFICATION

### QUALIFICATIONS, TRAINING AND EXPERIENCE

The applicant must:

- hold or have held the rank of Assistant Chief Constable or above in a relevant police force or policing organisation, as defined in the regulations, for at least two years;
  - have successfully passed the Strategic Command Course, organised by the College of Policing, or equivalent; and
  - have successfully passed the Senior Police National Assessment Centre.
- ### ESSENTIAL CRITERIA
- The successful candidate will be an accomplished and outstanding police leader and will be able to demonstrate:
- extensive operational experience of leading a significant policing organization to deliver services for, and with, the public;
  - leadership of a highly effective senior executive team and a diverse workforce;
  - a track record of successfully delivering policing outcomes
  - a track record of successfully leading large scale complex change in the context of challenging financial circumstances;
  - a personal commitment to working collaboratively to achieve outcomes which cannot be met by any one organisation or sector alone and to building creative partnerships to prevent crime and reduce harm;

## KEY COMPETENCES

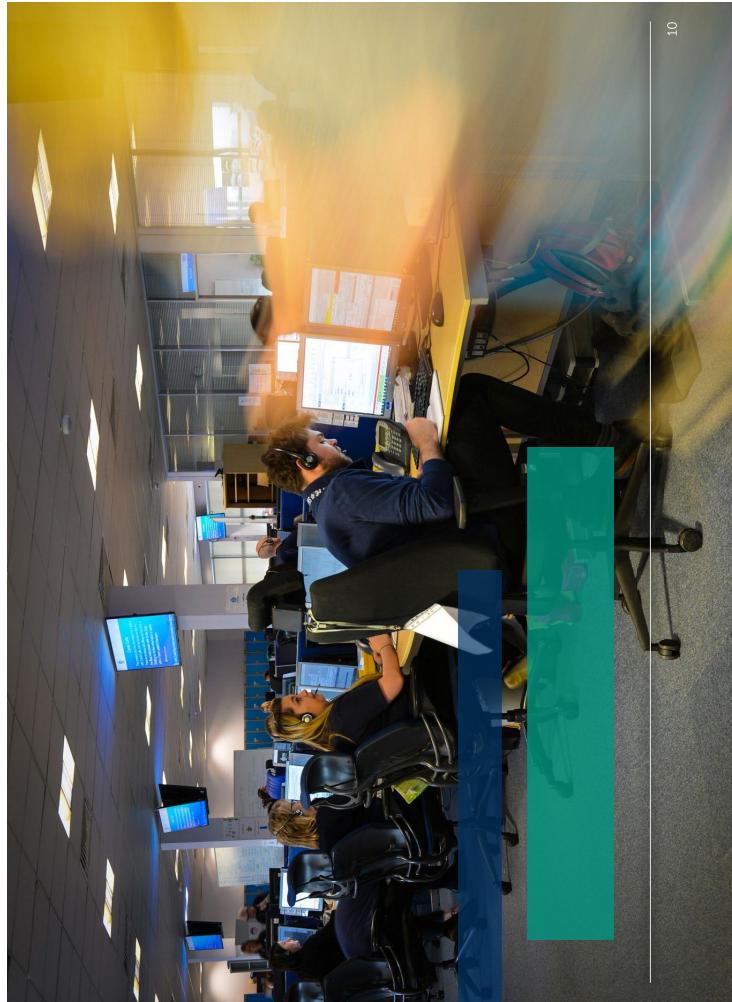
### STARTING SALARY

The salary for this office will be £232,452 and there will be no bonus payable. Salary is paid on a monthly basis.

### TERMS OF APPOINTMENT

The appointment will be in accordance with the Police Service of Scotland Regulations 2013, made under the Police and Fire Reform (Scotland) Act 2012. The appointment is subject to approval by Scottish Ministers.

This is a fixed term appointment for a minimum of two years and a maximum of five years.



## SALARY AND CONDITIONS OF APPOINTMENT

- The successful candidate will be expected to demonstrate and evidence a high level of competence and effectiveness against the six competencies detailed within the Police Scotland Competency and Values Framework (further details of which are set out in the accompanying application guidance note):
1. We are emotionally aware
  2. We take ownership
  3. We are collaborative
  4. We deliver, support and inspire
  5. We analyse critically
  6. We are innovative and open-minded

## RECRUITMENT PROCESS

### WORKING LOCATION

The majority of the work will be carried out from Police Scotland Headquarters, Tullialan Castle, Kincardine, Fife FK10 4BE. However, the role will also require travel across Scotland and the wider UK to discharge the duties of the post.

### WORKING DUTY

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

### FURTHER INFORMATION

For an informal and confidential discussion about this role, please contact Lynn Brown, Chief Executive, Scottish Police Authority at [ExecRecruitment@spa.police.uk](mailto:ExecRecruitment@spa.police.uk).

### WORKING HOURS

Working hours will be no fewer than 40 hours per week and such as are needed to fulfil the requirements of the post. However, the post holder will have responsibility for representing the service and meeting statutory and operational requirements, often at short notice, which may require working additional hours from time to time. There is a requirement to be contactable 24 hours per day when not on leave. This role will require evening and weekend working including attending meetings and events during these times.

### TERMINATION

Termination is subject to three calendar months' notice in writing by either side.

### PENSION

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

### NATIONALITY

Applicants must be a British Citizen, a member of the EU or other states in the EEA, a Commonwealth citizen or a foreign national free of restrictions. You should also have been resident in the UK for a minimum of three years immediately prior to application.

**HOLIDAY**  
The post holder is entitled to leave in accordance with [Police Regulations](#).

### SELECTION PANEL

The Selection Panel will be chaired by Martyn Evans, Chair of the Scottish Police Authority and will include:

- Fiona McQueen CBE, Board Member of the Scottish Police Authority
- Angela Scott, Chief Executive Aberdeen City Council, Independent Member
- Joe Griffin, Director-General, Scottish Government
- Martin Hewitt QPM, [Former] Chair, National Police Chiefs Council
- Craig Naylor, HM Chief Inspector of Constabulary in Scotland and Lynn Brown OBE Chief Executive of the Scottish Police Authority will be advisors to the panel and observe its discussions with candidates.

### SHORTLISTING

Shortlisting is scheduled for early May and outcome decisions will be available shortly after. All applicants will be kept updated as soon as details are available. Nominated referees for shortlisted candidates will be contacted after applicants have been notified that they are proceeding to interview.

### FAMILIARISATION EVENT

A familiarisation visit will be available for interested candidates before shortlisting in early May. If you are interested in this please contact Lynn Brown, Chief Executive, Scottish Police Authority at [ExecRecruitment@spa.police.uk](mailto:ExecRecruitment@spa.police.uk).





## LINKS TO KEY INFORMATION

### ASSESSMENT AND INTERVIEW

Shortlisted candidates will be invited to participate in a psychometric and personality profile exercise, an Assessment Centre, and an interview with the Selection Panel. The first element of the Assessment Centre, a virtual peer-to-peer policing professional interview, will take place on 9 May 2023. Final interviews are expected to take place on 12 and 13 June 2023. Accommodation can be provided on site at Police Scotland's Training and Recruitment Centre, Eaglesham Road, Jackton, East Kilbride, G75 8RG, please advise on application if this is required.

### STRATEGIC POLICE PRIORITIES FOR SCOTLAND

- Strategic Police Priorities for Scotland
- Strategic Police Plan (public engagement)
- Scottish Police Authority 2023/2024 Budget
- SPA Annual Report and Accounts 2021/2022
- Police Scotland Code of Ethics
- Police and Fire Reform (Scotland) Act 2012
- Police Service of Scotland Regulations 2013
- Police Scotland Competency and Values Framework

### MEDICAL

The successful candidate will be required to complete a medical assessment. An appointment cannot be confirmed until the successful candidate is certified medically fit by the medical advisor.

### SECURITY CLEARANCE

The successful candidate will be required to obtain security clearance at DV (Developed Vetting) level in order to be appointed to the role.

In addition the successful candidate will undergo the process to achieve enhanced Developed Vetting as part of the appointment process.

### RELOCATION

A relocation package may be available to the successful candidate should relocation be required as a result of this appointment.

