

Ref:

First Name:

Last Name:



**OFFICE OF THE POLICE
AND CRIME COMMISSIONER
FOR LANCASHIRE**

**Application Form
Chief Constable**

Completed application forms should be returned to:

Ian Dickinson

Office of the Police and Crime Commissioner for Lancashire
County Hall
Preston
PR1 0LD

ian.dickinson@lancashire-pcc.gov.uk

Closing Date: 4.00 pm on Friday 16 October 2020.

GUIDE TO COMPLETION

INTRODUCTION

This application form has been designed to provide us with sufficient information to carry out a preliminary assessment of your suitability for the post of Chief Constable, and will be used for the purpose of short listing candidates. Before completing this application form you are advised to read the instructions for completion carefully. Information given will be treated in accordance with our [privacy notice](#).

- The form should be completed in black ink or type-face (Arial 12 pitch). No attempt should be made to redesign the form.
- Answers must be restricted to 500 words per question. Please provide specific examples from your experience to demonstrate your qualities.
- Applicants are required to complete all sections of the form.
- It is imperative that you are open and honest with your answers. Evidence needs to be specific and focused on your personal involvement, experience and actions. The evidence you present must be from the last three years. The success of your application will be determined by the extent to which your evidence relates to the competency area, how thoroughly you respond to the questions asked and how appropriate your answers are in relation to the issues facing the Constabulary.
- It is the applicant's responsibility to ensure the **Application Form** and the **Equal Opportunities Monitoring Form** are completed and returned to the person specified on the front of this Application Form.
- Upon returning your completed forms please ensure you provide a **short video** (no more than 4 minutes) which clearly sets out what interests you in this role and your vision for Lancashire Constabulary.
- It is the applicant's responsibility to ensure all requested information is submitted by 4.00pm on Friday 16 October 2020. Late applications will not be accepted. Shortlisted Candidates will be notified no later than Friday 23 October 2020.
- Shortlisted candidates will be asked to complete NEO personality testing undertaken by the College of Policing.
- A Candidate Familiarisation Day has been scheduled for Monday 28 September 2020
- The Assessment Centre will be held on the 10 and 11 November 2020.
- Applicants are strongly advised to read the Role Profile and associated competencies.
- Treat the questions as an opportunity to demonstrate the skills, experience and values that you think are important for the role.

2.**Details of
Candidate**

Title:	
Last Name:	
Previous Last Names:	
First Name (s):	
Any other name (s) you are known by or have used previously:	
Home Address:	
Post Code:	
Home Telephone No:	
Mobile Telephone No:	
Daytime Telephone No:	
E-mail Address:	

2.

Details of Candidate

Please provide details of previous three postings, starting with the most recent.

Current Role Title:	Force:
Start Date:	Current salary:
Brief description of role and responsibilities, including key achievements:	

Previous Role Title:	Force:
Start Date:	Finish Date:
Brief description of role and responsibilities, including key achievements:	

2.

Details of Candidate

Previous Role Title:	Force:
Start Date:	Finish Date:
Brief description of role and responsibilities, including key achievements:	

3.

Education and Qualifications

Please list any academic, professional and/or vocational qualifications relevant to this appointment.

Date from:	Date to:	Name of Institution:	Qualifications Gained:	Subject and Level:

Please list any training courses attended that you consider are relevant to this application. Please note that it is an essential requirement that you have successfully completed the Strategic Command Course.

Course Title:	From:	To:	Summary of course contents:

4.

**Experience,
Skills and
Capabilities**

Integrity - Please describe a time when you have intervened, as a senior officer, in a situation where you felt that an individual was not acting in line with the values, ethics and professional standards of the police service. (Maximum 500 words).

4.

**Experience,
Skills and
Capabilities**

Impartiality - Please provide evidence to demonstrate how, as a senior officer, you have made sure the organisation is representative of all the communities it serves (maximum 500 words).

5.

**Experience,
Skills and
Capabilities**

Innovative and open-minded - Please provide evidence to demonstrate how, as a senior officer, you have developed a culture of continual improvement. (maximum 500 words).

6.

Membership

Please list membership of any organisation(s) relevant to this position.

Name of Organisation	Type of Membership	Date of Membership

7.

**Business
Interests**

Do you currently have any job or business interest which you intend to continue should you be successful in this application?

Please indicate yes or no: _____

If YES please state the nature of this job or business and the extent of your involvement (e.g. actively involved, non-executive director). Include hours spent on it.

Shortlisted candidates will be sent a medical questionnaire. You should complete the medical questionnaire and bring it with you at interview.

If you are successful at interview you will be required to undertake a medical examination.

8.

Health

9.

**Convictions/
Cautions**

You must declare if you have ever been investigated, arrested, summonsed, charged, cautioned or convicted for any offence by any UK or non-UK Police Force, Law Enforcement Agency or any other statutory prosecuting authority or agency – this includes, but is not limited to:-

- Traffic offences (including fixed penalty notices excluding parking);
- Receipt of an absolute/conditional discharge or bind over;
- Receipt of a reprimand, warning, final warning or caution as an adult or juvenile;
- Being the subject of an Anti-Social Behaviour Order, Football Spectator Banning Order, Risk of Sexual Harm Order, Harassment Order;
- Being issued with a Penalty Notice for Disorder or other Fixed Penalty Notice (other than for parking).

Details	Date	Expunged (Yes/No)

In addition, the following must also be declared;

- Any involvement with the military authorities on disciplinary matters (whether involving court martial or not);
- Involvement in a criminal investigation (whether or not this has led to a prosecution);
- Being subject of 'Service Confidence' procedures;

Details	Date	Spent (Yes/No)

In accordance with the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, and the Rehabilitation of Offenders (Northern Ireland) Order 1978 (Exceptions) Order 1979, spent convictions may be taken into account.

Do you have any of the above? Yes No

If **YES** please give details of dates, offences and court of conviction.

10.

Disciplinary Proceedings

In connection with this application Lancashire Constabulary will carry out criminal record, intelligence and financial checks.

Please give details of any outstanding disciplinary proceedings being carried out in relation to your conduct and of any previous disciplinary offences which have not been expunged.

Details	Dates

11.

Vetting

Please indicate your current vetting status and date for review.

Vetting Status	Dates

The post is subject to Developed Vetting clearance. Shortlisted candidates will be sent a MV Form. You should complete the form and bring it with you at interview in a sealed envelope.

12.

References

Please give names and addresses of two referees not related to you who have agreed to support your application. **In addition please ensure you also attach your Line Manager's endorsement with this application.**

Name_____

Name _____

Address:_____

Address _____

Occupation_____

Occupation_____

Phone_____

Phone_____

13.

Disability

If you are disabled under the Equality Act 2010 or you have a physical or mental impairment that has a 'substantial' and 'long term' negative effect on your ability to do normal daily activities. Employers must make reasonable adjustments to make sure applicants aren't disadvantaged during the recruitment process.

Yes No

If you have a disability or feel you may require reasonable adjustments to comply with the appointment process please advise us about any specific access or support requirements required below:

Details	Support Required

PLEASE ENSURE YOU SIGN THIS DECLARATION BEFORE RETURNING YOUR APPLICATION FORM

To your knowledge, are you related to the Police and Crime Commissioner for Lancashire or to any member of staff of the Office of the Police and Crime Commissioner for Lancashire?

Please indicate yes or no: _____

If YES, please state to whom you are related and your relationship:

Anyone who fails to disclose such a relationship shall be disqualified for the appointment and if appointed shall be subject to termination of contract.

I declare that the information given on this application form is to my knowledge true. I understand that if it is subsequently discovered that any statement is false or misleading any offer of appointment may be removed from office by written notice from the Police and Crime Commissioner.

I declare that all the statements I have made in this application are true to the best of my knowledge and belief.

Signature:

Date:



Lancashire

OFFICE OF THE POLICE
AND CRIME COMMISSIONER
FOR LANCASHIRE

Office of the Police and Crime Commissioner for Lancashire
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01772 533578