



Ministry  
of Defence



Government  
Recruitment Service

# Chief Constable Ministry of Defence Police

## SCS Pay Band 2

Reference: 264079

Closing date: Sunday, 12th February 2023, 23:55pm

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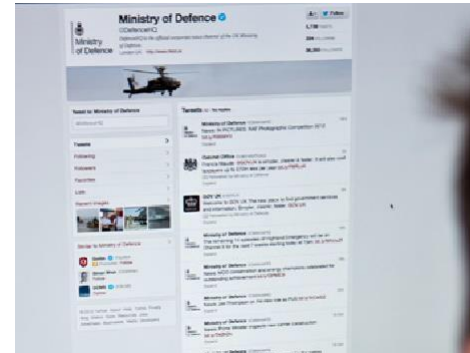
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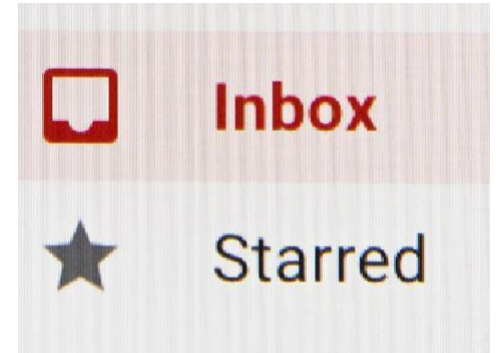
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## About us

We work for a secure and prosperous United Kingdom with global reach and influence. We will protect our people, territories, values and interests at home and overseas, through strong armed forces and in partnership with allies, to ensure our security, support our national interests and safeguard our prosperity.

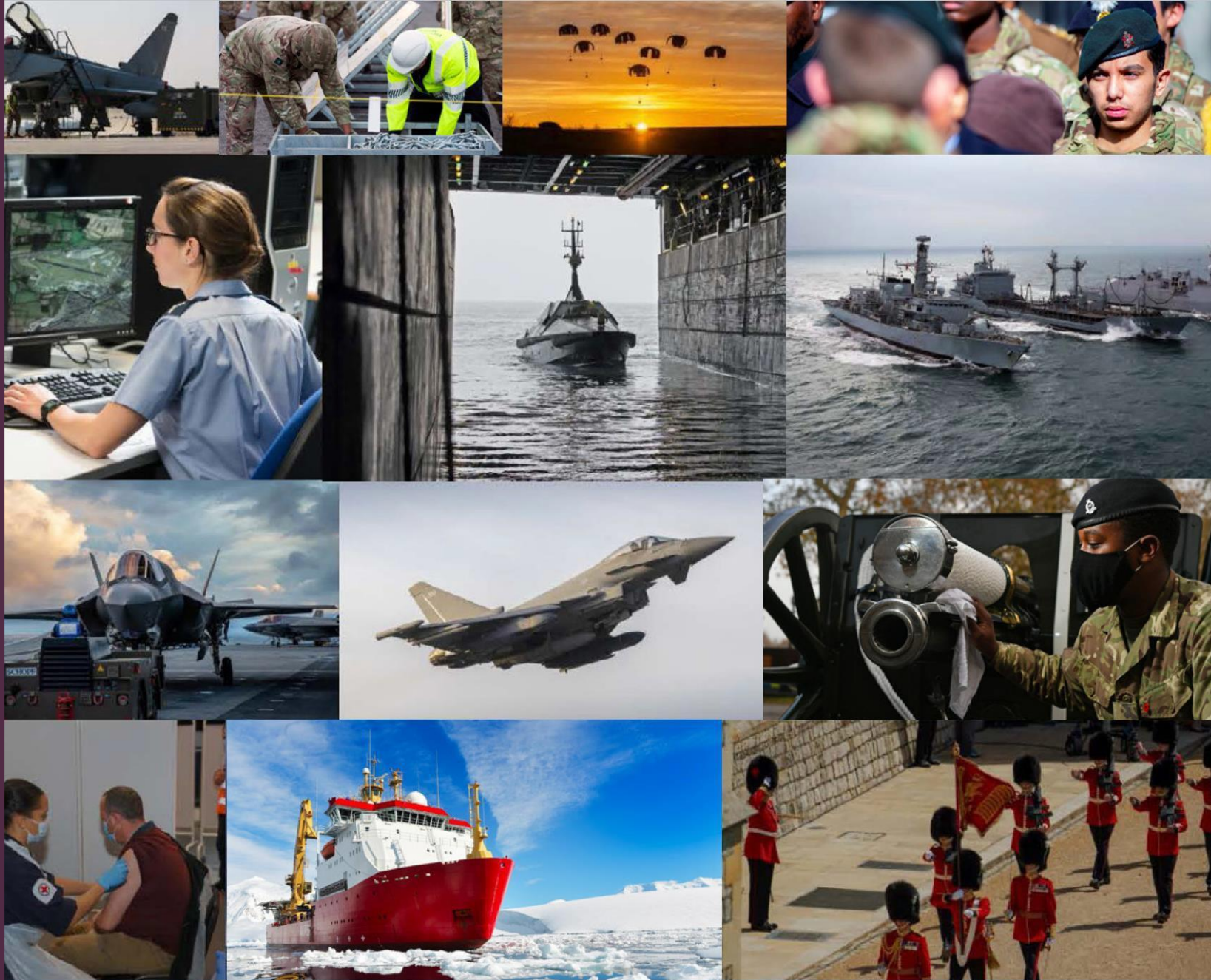
## Do you want to be part of...

One of the largest Government Departments with a budget of £42.4 billion....

Supporting operations at home and right across the globe....

One of the UK's largest employers.

Source: "MOD Departmental Resources 2021"



# “ Why join the Ministry of Defence ”

Thank you for your interest in this exciting opportunity. This is an extraordinary period for the Ministry of Defence (MOD) and the United Kingdom, with events in Europe again highlighting the importance of our work.

The MOD is seeking a Chief Constable for the Ministry of Defence Police (MDP), to provide outstanding leadership for this important role. You will be responsible for leading a police service of 2,800 police officers and 250 non-uniformed civilian staff, ensuring that the MDP meets College of Policing standards for a UK police service and is able to respond to requirements from across Defence.

In this specialist policing role, you will need to gain the confidence of your officers, your Board, ministers, senior MOD officials and military personnel to protect some of the most sensitive Defence assets and people.

We want to ensure the MDP is focused on the future, and is able to work in consort with other security functions. Therefore the successful candidate will bring confident leadership, strategic vision and experience in policing. You will lead a complex organisation which is at the forefront of the government's response to events which threaten the United Kingdom's security and prosperity. This is an extraordinary time to work at the Ministry of Defence and you will have an opportunity to actively shape your role to deliver the best outcomes for our people and the country.

**Nina Cope**  
MOD Chief Operating Officer



# About the Ministry of Defence

We work for a secure and prosperous United Kingdom with global reach and influence. We will protect our people, territories, values and interests at home and overseas, through strong armed forces and in partnership with allies, to ensure our security, support our national interests and safeguard our prosperity.

## Responsibilities

The Ministry of Defence has 8 defence tasks:

- defence, security and resilience of the UK and its overseas territories
- nuclear deterrence and the defence nuclear enterprise
- contribute to improved understanding of the world through strategic intelligence and the global defence network
- influence through international defence engagement
- overseas defence activity
- promote UK prosperity and civil society
- direct defence
- strategic base and enabling functions

## Priorities

Our priorities are to:

- protect the UK
- project the UK's global influence
- promote UK prosperity
- transform the way we do business

## Who we are

The Ministry of Defence has permanent and casual civilian personnel, including Royal Fleet Auxiliaries, Trading Funds and locally engaged civilians.

The UK regular forces comprise full time trained and untrained personnel in the:

- Royal Navy
- British Army
- Royal Air Force
- Strategic Command

# About the Ministry of Defence Police

The Ministry of Defence Police (widely known as the MDP) was formed in 1971. Its legal basis and jurisdiction is defined in the MoD Police Act 1987.

**The purpose of the MDP is to Protect and Reassure to Achieve our MOD requirement.**

**The MDP provides:**

*Support for the secure and uninterrupted operation of the nuclear deterrent:*

- nuclear security and defensive armed nuclear policing;
- nuclear weapons movements and escort.

*Support to the Operational effort:*

- support for police capacity-building overseas;
- looking after service families back home;
- preventing theft of military material

*Protection of Defence people, material and estate:*

- armed policing of critical sites and strategic assets;
- unarmed security guarding;
- fraud and corruption prevention, investigation and asset recovery;
- security and data loss investigation.

*Response to Defence major incidents:*

- nuclear security force;
- major incident response and surge;
- public order and protest response.

The MDP also provides support to the United States Visiting Forces and wider government where approved by Defence.

The primary function of the MDP is armed policing. The Force currently numbers almost 3000 police officers and 300 civilian support staff. The MDP is a national and wholly civilian police force and is quite separate from

the service police (Royal Military Police, Royal Navy Police and Royal Air Force Police). All MDP officers are warranted constables provided with constabulary police training. They also receive additional training relevant to their specialist roles, a number of which are unique to MDP (e.g. armed defensive policing to protect the nuclear deterrent). Most officers are trained to carry a firearm to deter and react to a terrorist attack and for their own protection.

The Force's Headquarters are at RAF Wyton, near Huntingdon, Cambridgeshire, where the Chief Constable, his Deputy, two Assistant Chief Constables (ACC), one Senior Civil Servant (Head of Corporate Services). There are two Chief Superintendent led commands: Nuclear and Marine, and Territorial, Crime and Support.

The MDP is required to deliver a service based upon customer needs. The Force is deployed across the UK, at sites which include Clyde Nuclear Submarine Base and the Atomic Weapons Establishment

# About the Ministry of Defence Police - continued

at Aldermaston near Reading, and in smaller complements at other sites where there is a particular requirement for enhanced security.

## About the Business

The requirement for policing services for the MOD is defined by the Department in a Statement of Requirement (included in briefing pack) and the budget is determined by the Department in consultation with the Force. Within this commissioning framework, the Chief Constable and his Management Board determine how best to utilise resources to deliver the most effective police service to meet the requirement.

## Interaction with Local Police Forces

All MDP officers are constables in law and have full police powers anywhere on Defence property or when protecting Defence assets wherever they may be. They also have full police powers anywhere in the UK, if a local police force asks for their assistance. Whilst the MDP clearly has principal jurisdiction on MOD property where it is based, there are often Security Vigilance Areas around MOD

property, the arrangements for which are always agreed with the local police force. The local force retains policing primacy for all offences, even those committed on a Defence site (e.g. rape, homicide).

A national protocol agreed with the Home Office and issued as a Home Office Circular, defines the operational relationship between MDP and other police forces, and how in practice each force can best support the other to mutual benefit.

Approximately one-third of the Force is based in Scotland where the officers operate under Scottish police law.

## Governance

The MDP is subject to robust governance and assurance processes to ensure it operates lawfully and meets the requirements placed on it.

This includes oversight from the Ministry of Defence Police Board, and through a rigorous Performance, Risk and Review (PRR) process. Additionally, there is a requirement in law for a Police Committee

to provide reassurance about the use of police powers.

The MDP is subject to audit and inspection from several independent bodies including Defence Internal Audit (DIA), the Defence Nuclear Regulator, the College of Policing (CoP), and Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS).

The Chair of the Board is Sir Brian Burridge and he is assisted by a number of NED's with specialist skills and experience.

The Board are responsible for overseeing any complaints and conduct matters for the rank of Deputy Chief Constable. Performance issues are a matter for the Chief Constable and MOD line management, with advice from the Police Committee as required.

Further information is available at:

<https://www.gov.uk/government/collections/mod-police-committee>

# DIVERSITY AND INCLUSION

## Force for Inclusion

A copy of the MOD's Diversity and inclusion Strategy 2018-2030: A force for inclusion is available [here](#). In it, the Department details its commitment to Defence harnessing the power of difference to deliver capability that safeguards our nation's security and stability.

Defence offers a fascinating and fulfilling career path whether you want to work in policy, operational delivery, corporate services or a particular specialist area and what's great is that it's not just theoretical.

You will have the opportunity to make some of the most complex, enriching and rewarding programmes and changes happen within Government that directly protect and defend our nation and those who live here. We care about what we do, we embrace diversity and we would love you to come and work with us.

Best wishes,

**Sherin Aminossehe**,  
Director Infrastructure, MOD Race Champion





# About the Role

## Job Title

Chief Constable, Ministry of Defence Police

## Location

The majority of work will be carried out from MDP HQ based at RAF Wyton, Huntingdon, Cambridgeshire. However, the nature of the role will require regular travel to MOD Head Office, London; operational commands in Bristol and York; nuclear operational centres in Berkshire and in Scotland, and MDP stations across the UK. All work-related travel and subsistence costs will be reimbursed in line with departmental policy.

## Salary

This is an SCS Pay Band 2 role. The successful candidate should expect to earn £149,000 per annum. The successful candidate will follow the police pay structure and will therefore not be eligible for SCS performance pay.

## Pension

As a civil servant your employment will entitle you to membership of the Principal Civil Service Pension Scheme. In accordance with current pensions legislation, you will on entry be automatically enrolled into the pension arrangements, although you will be able to opt out. More information on Civil Service Pensions can be obtained by going to: [www.civilservice.gov.uk/pensions](http://www.civilservice.gov.uk/pensions)

## Contract Type

This role is being offered on a five-year fixed term basis with the possibility to extend by three years subject to satisfactory performance and mutual agreement.

The role is available on secondment for two-years - an extension may be available subject to further approval.

## Security Clearance

Before the appointment of the successful candidate can be confirmed, the Department will undertake background security checks. The successful candidate must hold or be willing to obtain Developed Vetting (DV) clearance to take up this post. The candidate will be required to pass police management vetting.

## Overall Job Purpose

Overall responsibility for leading the organisation, setting direction and embedding the culture of the police service that together builds on public and organisational confidence and trust, enabling the delivery of an effective and efficient police service.

Responsible for providing a professional, effective and efficient police service and in doing so, fulfilling all statutory and legal obligations of the Office of the Chief Constable.

Direction and control of the service in accordance with s1(3) Ministry of Defence Police Act.

Accountable to the MOD Chief Operating Officer for the delivery of an effective and efficient policing organisation, has access to the Permanent Secretary as required and when necessary, may request or be required to meet the Minister with lead responsibility for the MDP, or the Secretary of State for Defence.

Fulfils the role of Chief Executive for the purposes of MDP's position as an Enabling Organisation within MOD.

To take command of policing and operational matters as and when required.

# Role and Responsibilities

## Summary

The Ministry of Defence (MOD) is seeking a Chief Constable for the Ministry of Defence Police (MDP), to provide outstanding leadership for this vital role. You will be responsible for leading a police service of 2,800 police officers and 250 non-uniformed civilian staff, ensuring that the MDP meets College of Policing standards for a UK police service.

## Job Description

The Chief Constable is accountable for:

- Leading the MDP to ensure the effective and efficient delivery of its outputs, meeting the College of Policing standards for a UK police service with particular focus on the standards and protocols governing the use of firearms.
- Supporting a re-examination of policing and security at the Ministry of Defence to ensure that it meets MOD's requirements, playing a leading role in setting the strategic direction and the delivery of changes.
- Setting and ensuring the implementation of organisational and operational strategy for the MDP, considering wider plans and objectives, and support the development of a new MOD Statement of Requirement for the MDP in order to provide an effective and efficient policing service that meets current and future demands for the MOD;
- Ensuring a mutually productive strategic relationship with the MOD Chief Operating Officer (COO) in the MOD, and the independent Chair of the MOD Police Board and Committee, whilst maintaining the principle of operational independence;
- Ensuring compliance with Departmental security policies to support the delivery of an effective policing service to the MOD;
- Establishing strong bilateral relationships with MDP's customers; focusing on joint responsibilities, performance and affordability;

# Role and Responsibilities – continued

- Leading the police service, communicating a clear direction, creating organisational culture and promoting values, ethics and high standards of conduct, equality, diversity and inclusion to enable an effective and professional service.
- Leading, inspiring and engaging the Chief Officer team, setting and role modelling approaches to a workforce culture which promotes wellbeing, facilitates impactful professional development and performance management to create empowered teams effectively enabling the achievement of the MDP's strategic objectives and priorities;
- Fulfilling the authorising responsibilities of a Chief Constable, e.g. authorisation of intrusive surveillance and maintain operational oversight, holding accountability for effective, compliant policing responses in order to protect key Defence assets, Critical National Infrastructure and further develop the police service's operational strategies;
- When required, lead and command the operational policing responses to attacks on Defence assets and Critical National Infrastructure in order to protect Defence and the public and to ensure an appropriate effective response;
- Advising Defence Ministers and senior officials on matters of national security and ensure that the MOD Police is prepared to support the national counter-terrorism response where required;
- Ensuring MDP complies with all necessary departmental and corporate governance policies and standards and the Budget Holder letter of delegation from the MOD Permanent Secretary.

# Person Specification

It is essential that in your written application you give evidence of examples of proven experience in each of the essential criteria of the person specification. These responses will be developed and discussed with those candidates invited for interview.

**The successful candidate must be able to demonstrate their experience and skills against the following:**

## **Essential criteria:**

- Has held the rank of ACC/Commander or a more senior rank in a UK police service;
- Has successfully completed the Strategic Command Course.
- A proven track-record of improving and restructuring business operations in a large and complex policing organisation where there are competing and challenging priorities.
- A demonstrable track-record of exceptional strategic leadership embracing the command of law enforcement officers and senior levels;
- Able to embrace personal accountability and be capable of holding individuals and the organisation to account for performance;
- Experience of successfully engaging with and influencing multi-agency stakeholders.

## **Other requirements:**

- It is essential that the candidate achieves 5.4 on the MSFT, but it is desirable that the candidate achieve 7.6 on the MSFT, and thereafter annually.
- Must undergo and pass drug and alcohol testing upon recruitment and thereafter be part of the random drug and alcohol testing programme.
- Must be able to pass the annual Personal Safety Training (PST) qualification.
- Will hold a full UK Driving License.

# Application Process

## Application

To apply for this post, you will need to complete the online application process accessed via the advertisement listed for this role. This should be completed no later than **23:55 on 12th February 2023** and will involve providing the two documents outlined below via the Civil Service Jobs portal:

1. A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps within the last two years.
2. A **Statement of Suitability** (no longer than 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 criteria in the person specification.

**Failure to submit both documents will mean the panel only have limited information on which to assess your application against the criteria in the person specification.**

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 particular characteristics, you will have the option to select 'prefer not to say'. All monitoring data will be treated in the strictest confidence and will not be provided to the selection panel.

Should you encounter any issues with your online application please get in touch with us via: [scscandidate.qrs@cabinetoffice.gov.uk](mailto:scscandidate.qrs@cabinetoffice.gov.uk)

## Selection Panel

**Paul Kernaghan**, a Civil Service Commissioner, will chair the process. The Civil Service Commission has two primary functions:

Providing assurance that selection for appointment to the Civil Service is on merit on the basis of fair and open competition. For the most senior posts in the Civil Service, the Commission discharges its responsibilities directly by overseeing the recruitment process and by a Commissioner chairing the selection panel.

Hearing and determining appeals made by civil servants under the Civil Service Code which sets out the Civil Service values – Impartiality, Objectivity, Integrity and Honesty - and forms part of the relationship between civil servants and their employer.

More detailed information can be found on the Civil Service Commission website.

In addition to **Paul Kernaghan**, the other panel members will be:

- **Nina Cope, Chief Operating Officer, Ministry of Defence (Vacancy holder)**
- **Matt Twist (Assistant Commissioner, Metropolitan Police)**
- **Sir Brian Burridge (Chair of the MOD Police Committee)**

# Application Process

## Shortlist

You will receive an acknowledgment of your application through the online process.

The panel will then assess your application to select those demonstrating the best fit with the role by considering the evidence you have provided against the criteria set out in the '**Person Specification**' section. Failure to address any or all of these may affect your application.

The timeline later in this pack indicates the date by which decisions are expected to be made, and all longlisted and shortlisted candidates will be advised of the outcome as soon as possible thereafter.

## Assessment

Full details of the selection and assessment process will be made available to shortlisted candidates once the shortlist meeting has taken place.

Shortlisted candidates will be asked to take part in a Staff Engagement Exercise (SEE) and an Alternative Leadership Assessment ALA.

These assessments will not result in a pass or fail decision. Rather, they are designed to support the panel's decision making and highlight areas for the panel to explore further at a final panel interview.

## Interview

You will be asked to attend a panel interview in order to have a more in-depth discussion of your previous experience and professional competence in relation to the criteria set out in the Person Specification.

Full details of the assessment process and any presentation required as part of the interview will be made available to shortlisted candidates.

MOD alongside other departments is committed to making the civil service more inclusive and recognises the value of the use of Diversity in its recruitment panels. Helping candidates, particularly those from diverse backgrounds, to feel comfortable and at ease during the interview process, to reduce bias and increase the objectiveness of decisions. **In line with the Civil Service's Inclusive Board initiative, we aim to ensure that, as well as being gender diverse, MOD's interview panels for Senior Civil Service will include at least one panelist who is from an ethnic minority background and/or have a physical or non-physical disability (which may not be visible).**

## Offer

Regardless of the outcome, we will notify all candidates as soon as possible after the final interview.

## Expected Timeline

Please note these dates are fixed and unlikely to change. If you anticipate any difficulties attending please alert [scscandidate.grs@cabinetoffice.gov.uk](mailto:scscandidate.grs@cabinetoffice.gov.uk) upon application.

The anticipated timetable is as follows:

|  |  |
|--|--|
| <b>Advert Closing Date</b>                     | <b>23:55 on Sunday 12<sup>th</sup> February 2023</b>         |
| <b>Shortlist</b>                               | <b>20<sup>th</sup> February 2023</b>                         |
| <b>ALA (Alternative Leadership Assessment)</b> | <b>w/c 20<sup>th</sup> and 27<sup>th</sup> February 2023</b> |
| <b>SEE (Staff Engagement Exercise)</b>         | <b>w/c 27<sup>th</sup> February 2023</b>                     |
| <b>Panel Interviews</b>                        | <b>w/c 6<sup>th</sup> March 2023</b>                         |

It is expected that interviews will be conducted in London at MOD Main Building, however this will be confirmed during the shortlisting process and successful candidates will be informed accordingly.

## FAQs

### 1. Can I apply if I am not currently a civil servant?

Yes. This role is open to suitably qualified people in the external market and to existing civil servants and those in accredited Non-Departmental Bodies.

### 2. Is this role suitable for part-time working?

No, this role is available for full-time or flexible working arrangements. If you wish to discuss your needs in more detail please get in touch with the named point of contact in this pack.

### 3. Will the role involve travel?

Regular travel to sites within the UK and occasionally internationally will be required

### 4. Where will the role be based?

If successful you will be based in RAF Wyton, Huntingdon, Cambridgeshire.

Unfortunately, relocation costs will not be reimbursed.

### 5. Can I claim back any expenses incurred during the recruitment process?

No. Unfortunately we will not be able to reimburse you, except in exceptional circumstances and only when agreed in advance.

### 6. What nationality do I need to hold to apply?

This job is open to the following groups:

- UK nationals

For further information on whether you are eligible to apply, **please visit Gov.UK.**

### 7. Reserved for UK Nationals

Certain posts, notably those concerned with security and intelligence, might be reserved for British citizens, but this will not normally prevent access to a wide range of developmental opportunities within the Civil Service.

**This is a reserved post.**

### 8. Is security clearance required?

Yes. If successful you must hold, or be willing to obtain, security clearance to **DV** level. More information about the vetting process can be found [here](#).

### 9. What reasonable adjustments can be made if I have a disability?

We are committed to making reasonable adjustments in order to support disabled job candidates and ensure that you are not disadvantaged in the recruitment and assessment process. If you feel that you may need a reasonable adjustment to be made, or you would like to discuss your requirements in more detail, please contact: [scscandidate.grs@cabinetoffice.gov.uk](mailto:scscandidate.grs@cabinetoffice.gov.uk) in the first instance.

### 10. Do you offer a Guaranteed Interview Scheme for Disabled Persons?

Under the Disability Confident Scheme, disabled candidates who meet the minimum selection criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to claim a guaranteed interview under the scheme, you should complete the relevant section of the online application. It is not necessary to state the nature of your disability.



## FAQs - continued

### 11. Is this role offered as part of A Great Place to Work for Veterans initiative?

Yes, this vacancy is part of the A Great Place to Work for Veterans initiative, for further information please see [here](#).

### 12. Will this role be overseen by the Civil Service Commission?

Yes. As this role is one of the more senior posts within the Civil Service, a Commissioner will oversee the recruitment process and chair the selection panel.

More detailed information can be found on the [Civil Service Commission website](#).

The law requires that selection for appointment to the Civil Service is on merit on the basis of fair and open competition as outlined in the Civil Service Commission's Recruitment Principles.

### 13. What do I do if I want to make a complaint?

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 [scscandidate.grs@cabinetoffice.gov.uk](mailto:scscandidate.grs@cabinetoffice.gov.uk) in the first instance. If you are not satisfied with the response you receive from the Department, you can contact the [Civil Service Commission](#)

### 14. What should I do if I think that I have a conflict of interest?

Candidates must note the requirement to declare any interests that might cause questions to be raised about their approach to the business of the Department. If you believe that you may have a conflict of interest, please contact

[scscandidate.grs@cabinetoffice.gov.uk](mailto:scscandidate.grs@cabinetoffice.gov.uk)

before submitting your application.

### 15. Pre-Employment Screening

Prior to a formal offer of employment, the successful candidate will be subject to pre-employment screening checks. These will include confirmation of your identity, employment history over the last three years (or course details if in full time education), nationality and immigrations status, and criminal record (unspent convictions only).

### 16. Civil Service Code

All civil servants are subject to the provisions of the Civil Service Code that details the Civil Service values, standards of behavior and rights and responsibilities. For further information, visit [gov.uk](http://gov.uk).

### 17. Cabinet Office Fraud Checks

Candidates who are successful at interview will be, as part of pre-employment screening, subject to a check on the Internal Fraud Database (IFD). This check will provide information about employees who have been dismissed for fraud or dishonesty offences. This check also applies to employees who resign or otherwise leave before being dismissed for fraud and dishonesty had their employment continued. Any candidate whose details are found to be held on the IFD will be refused employment.

### 18. Assignment Durations for Permanent Senior Civil Service (SCS 1 and 2)

This role has a minimum assignment duration of 5 years. An assignment duration is the period of time a Senior Civil Servant is expected to remain in the same post to enable them to deliver on the agreed key business outcomes. The assignment duration also supports your career through building your depth of expertise. As part of accepting this role you will be agreeing to the expected assignment duration set out above. This will not result in a contractual change to your terms and conditions.



Ministry  
of Defence



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## Contact us

Should candidates like to discuss the role in more detail before submitting an application, please contact [scscandidate\\_grs@cabinetoffice.gov.uk](mailto:scscandidate_grs@cabinetoffice.gov.uk)

This campaign is being run on behalf of the department by Government Recruitment Service. GRS is part of Government Business Services, for the Civil Service, and is a central government expert service specialising in the attraction, search, selection and recruitment of senior civil servants.

The team is regularly commissioned by departments and other government organisations to deliver end-to-end recruitment for some of society's most important leadership and specialist positions.

Our work is regulated by the Civil Service Commission where necessary and supported by the equality campaign group Stonewall.

The MoD is a Disability Confident employer.