



Independent  
Office for  
Police Conduct

Appointment of

## Director of Investigations

December 2024

OBPWB

Saxton Bampfylde

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# About the Independent Office for Police Conduct

We are the Independent Office for Police Conduct, the police complaints watchdog that oversees the police complaints system in England and Wales. We investigate the most serious matters, including deaths following police contact and we set the standards by which the police should handle complaints.

We are independent, which means that our decisions are made entirely independently of the police and government. Our vision is for everyone to be able to have trust and confidence in policing.

To achieve this, we use our learning and recommendations from our work to promote high standards of professionalism and accountability in policing. Our evidence-based approach drives improvements in policing practices, for the benefit of the public and the police.



# Our Mission and Vision

## Mission

Our mission is improving policing by independent oversight of police complaints, holding police to account and ensuring learning effects change

## Vision

Our vision is that everyone is able to have trust and confidence in the police

## Objectives

Awareness and confidence

Accountability

Leading improvement

Performance

## What we hope to achieve

People know about the complaints system and are confident to use it

The complaints system delivers evidence-based, fair outcomes which hold police to account

Our evidence and influence improves policing

An organisation that delivers high performance

# Our Values

We work in the context of our agreed values which inform the way we do things at the IOPC. The Executive Director of Investigations and Oversight will need to be committed to managing in the context of these values.



## Seeking truth

We feel privileged to be the custodians of the police complaints system. We value the trust of the public and police and commit to being just and fair in uncovering the truth. We recognise that a just outcome relies on being unbiased and transparent in getting to the truth of what happened.



## Being inclusive

We have an inclusive culture. We are fair and impartial in our treatment of all individuals. We work across boundaries, both internal and external, collaborating and building strong relationships.



## Empowering people

We believe everyone should be a leader and play a part in shaping the direction of the organisation. We provide a supportive and challenging environment where people can thrive and reach their potential. We trust our people to do the right things. We encourage calculated risk taking and evidence-based decision making. Where genuine mistakes are made, we will support people and identify opportunities for learning and improvement. We ensure that people can make complaints without experiencing unfair treatment.



## Being tenacious

Our work requires us to be bold, resilient and committed to making a difference to the public. We take our duties as public servants to heart and our dedication is reflected in our work. We meet the challenges with perseverance to attain individual and organisational goals.



## Making a difference

The value of our work is not defined solely by volume, but by the impact our work has on policing and public confidence. We define quality by how well our work meets the service user needs. We will focus our efforts on areas that will make a difference to our communities.

The IOPC is committed to promoting **equality and valuing diversity** in everything we do. Our vision is to be, and to be seen as, a leader in inclusive employment and services, demonstrating this ethos in everything that we do.

- As a silver standard Stonewall employer, we continue to commit ourselves to being a LGBTQ+ employer through the work of our Pride LGBTQ+ Staff Network, creating welcoming environments for lesbian, gay, bi and queer people.
- We are pleased to share we are a signatory of the Business in the Community Race at Work Charter. The Charter is composed of seven calls to action for leaders and organisations across all sectors.
- Being a Disability Confident employer, the IOPC is dedicated to removing the barrier for disabled people to thrive in the workplace.
- Our Staff Networks are constantly working to make the IOPC the leaders of inclusive employment, from our Allyship Programme to Operation Hotton, to Welsh Language Standards and Know the Line Policy, we are constantly seeking new ways to create an environment for all to develop and thrive.



**“Our mission is improving policing by independent oversight of police complaints, hold police to account and ensure learning effects change”**

# The Role

As the IOPC Director for Investigations, you will be welcomed into a dynamic and inclusive senior management team and have responsibility for the leadership of the newly reformed Investigations function. The IOPC is on a journey to develop its culture, perspectives and ethos to support the organisation's core outcomes, and this is your opportunity to enter into the varied world of the IOPC allowing you to develop your mindset and approaches to contribute to improving the police complaints system in England and Wales.

The purpose of this senior leadership role is to ensure that investigations of serious and sensitive police complaints, conduct matters and serious incidents are carried out in a timely and consistent way and that case decisions, made on behalf of the Director General are evidence based and transparent.

As the Director of Investigations, you will have the opportunity to:

- Lead the reformation of a new national investigations team, focussed on effective, efficient, and consistent delivery of all IOPC Investigations.
- Contribute to the design and lead the implementation of a new operational operating model.
- Continuously improve the effectiveness of Investigations delivery both internally and for the service user.
- Manage teams, resources, and budgets to deliver high quality and high performance for the organisation, within the legislative framework.
- Ensure effective decision making in critical cases, building public and policing confidence.
- Work alongside colleagues in Oversight, Casework, Strategy, Engagement & Comms to ensure one IOPC 'voice' in the complaints system and a seamless stakeholder experience.
- Lead, advise and contribute to setting and developing corporate strategy, transformation, and culture as a key member of strategic leadership groups and meetings.
- Lead, role-model and instil the IOPC values internally and externally.



# Main Duties & Responsibilities

## Leadership & Management:

- Collaborative Leadership of the IOPC Transformation programme by articulating a clear and compelling vision for change.
- Strategic operational lead for critical incidents in collaboration with the Deputy Director General (Investigations, Oversight & Casework).
- Lead on IOPC investigative strategy and delivery through the investigation teams, in collaboration with the Deputy Director General (Investigations, Oversight & Casework).
- Build and maintain strong relationships with external senior practitioner stakeholders.
- Leadership of a newly formed directorate, setting clear direction and developing new ways of working, including implementation of a new operating model.
- Leading, managing, and developing a high performing national team to deliver effective and timely investigations.
- Ensure performance, quality and credibility in investigations through compliance with Investigators accreditation and PIP programmes.
- Ensuring Investigations policies and practices are in place to keep colleagues safe and well whilst working in a high-risk environment.
- Budget and resource management in line with a challenging efficiency and transformation programme.

- Direct Line Management for: Deputy Director Investigations (x2), Decision Making Leads (x3) and Executive Assistant.

## Deliver IOPC Investigations:

- Deliver robust independent investigations into serious and sensitive cases where police misconduct is alleged or there has been a death or serious injury.
- Manage and identify mitigations for risk in the Investigation directorate in collaboration with the Deputy Director General (Investigations, Oversight & Casework).
- The technical expert in decision making for the most serious and sensitive cases.
- Develop skills and resources to ensure covert and ‘major’ investigators are effectively delivered, considering the technical specialisms required.
- Work in collaboration with in-house specialist support services to increase efficiency in the investigations process.
- Work closely and in collaboration with Oversight, Casework and Engagement teams to build a unified oversight picture of best practice and challenges at local force and community level.
- Ensure Investigations are delivered in a timely and effective way, maximising resourcing and delivering performance in line with targets and KPIs.
- Ensuring that senior colleagues and relevant teams are briefed about high profile or contentious cases.



# Main Duties & Responsibilities

## **Corporate Responsibility:**

- Hold an active role on senior leadership Boards, Groups and Meetings
- Contribute to the setting of strategy, policy, governance, and corporate culture.
- Ensure high integrity and transparency in the use of public money.
- Lead on specified areas of transformation as Senior Responsible Officer
- Hold Information Asset Owner responsibilities.
- Hold 'Gold' On-call responsibilities.
- Role model the IOPC values

## **Decision Making:**

- Decision Making on behalf of the Investigations function in relation to strategy, priorities, business planning and budget.
- Accountable for ensuring high quality routine case decision making, providing advice to direct reports, the Executive Director and Director General.
- Take decisions on complex and/or high-profile cases in accordance with the IOPC's duties and legislative framework.
- Contribute to critical case reviews and have oversight of critical cases within the region, including providing direct leadership when necessary.

- Endorsing and communicating corporate decisions and strategic developments to the directorate on behalf of Unitary and Management Board.

## **Communication & Engagement:**

- Developing first rate relationships with stakeholders, taking care to work in collaboration with the Directors of Engagement to ensure one IOPC voice and a seamless stakeholder experience.
- Representing the organisation in various external public forums, including press conferences.
- Speaking, presenting, and engaging at meetings and events internally, with senior stakeholders and within the wider network.
- Meeting families and communities in relation to high profile complaints, IOPC investigations and other policing matters.
- Ensuring collaboration and integration of work within the directorate and across Strategy, Engagement & Comms and Corporate Services.

## **Cultural Competence, Equality, Diversity & Inclusion:**

- Pro-active and committed to equity, diversity and inclusion.
- Demonstrate culture competence when interacting with all stakeholders.
- Deep Insight into issues of discrimination in policing and investigations into such matters.



We're the  
police  
complaints  
watchdog.

**We are not  
the police**

We're  
compl  
indep

# Person Specification

## Experience

- Leadership and Management Qualification at degree level or equivalent experience.
- Previous Senior leadership experience within a complex and high-profile operational environment.
- A professional background that will inspire confidence in ability to lead and deliver independent investigations for the IOPC.
- Considerable experience of leading and conducting criminal and/or conduct investigations to deliver credible subject matter expertise.
- Experience of making, defending and explaining controversial decisions.
- Experience of operational risk assessment and health and safety.
- A proven track record of driving teams to deliver sustained high levels of performance.
- Experience of leading change, transformation and improving performance at organisational and strategic level.
- Experience of working in public sector and/or a regulatory, legislative, complaints environment.

## Skills and Abilities

- Proven ability to make judgments and tough decisions in complex and technical matters.
- Confident leadership style with an appetite for transformation, developing newly formed teams and driving continuous improvement.
- Highly skilled communicator with ability to engage with individuals and audiences at every level.
- Ability to bring a vision alive, to build momentum and work at pace.
- Excellent judgement and strong analytical skills
- Collaborating, matrix working and working beyond boundaries to deliver strategic outcomes.
- Considerable personal resilience, given the high-profile nature of this role and sometimes critical public scrutiny.

# Terms of Appointment

**Reports to:** Deputy Director General (Investigations, Oversight & Casework)

**Location:** Any IOPC Office Location

**Grade:** Director level 3

**Salary:** £93,000 pa (plus London Weighting £4968 if applicable)

**Contract:** Permanent

**Security Clearance:** This individual will need to either have SC clearance or be happy to undergo SC clearance.



# Working at the IOPC

## Disability Confident Scheme

The IOPC is a committed Disability Confident Employer and as such, operates a Guaranteed Interview Scheme (GIS) for candidates. We are committed to interviewing all applicants with a disability who provide evidence of meeting the essential requirements necessary for the post, as set out in this applicant pack.

To be eligible, your disability must be within the definition laid down in the Equality Act 2010. A disabled person is defined by the Act as someone who has a physical or mental impairment, which has a substantial and long-term effect on their ability to perform normal day-to-day activities. For the purposes of this recruitment, these words have the following meanings:

- ‘Substantial’ means more than minor or trivial,
- ‘Long-term’ means that the effect of the impairment has lasted, or is likely to last, 12 months (there are special rules covering recurring or fluctuating conditions),
- ‘Normal’ day-to-day activities include everyday things like eating, washing, walking, and going shopping.

Should you consider yourself eligible to apply for this role under the Guaranteed Interview Scheme, please ensure you fill in the appropriate section of the diversity monitoring form.

## Reasonable adjustments

The IOPC is a diverse and inclusive workplace and we want to help you demonstrate your full potential whatever type of assessment is used. We are open to providing you with the tools you need to succeed, from extra time to formatting changes, to name a mere few. If you require any reasonable adjustments to our recruitment process, please email [Maria.Dodson@saxbam.com](mailto:Maria.Dodson@saxbam.com).

## Working conditions

Making the IOPC a great place to work is one of our key priorities. We are pleased to offer a unique hybrid working model based on business needs, balanced with the needs of our colleagues. The IOPC is currently consulting with its consultative bodies about proposed changes to our hybrid working policy which will require all staff to work 20% of their contractual hours at their office base (or another office for business reasons) from 1 September and increased to 40% from April next year. Office attendance time includes in-person training, meetings with stakeholders and families, and attending events.

## Preparation checklist

- Review the full job description
- Review the behaviours and the descriptors for each behaviour
- Review the Strengths dictionary
- Review the IOPC values
- Consider your Strengths (if applicable)
- Consider drafting example answers that cover the specific elements
- Prepare some questions to ask the interviewers

# How to Apply

**Saxton Bampfylde Ltd is acting as an employment agency advisor to the Independent Office for Police Conduct on this appointment.**

Candidates should apply for this role through our website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code **OBPWB**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring\* form.

The closing date for applications is noon on **Friday 17<sup>th</sup> January 2025**.

\* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

## **GDPR personal data notice**

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.



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