**APPLICATION**

**FORM**

# For the post of

**Legally qualified person advising police misconduct hearings in the
North West Region**

**Notes to candidates**

**Please read these notes carefully before completing the form**

* Applicants are required to complete all sections of the application form (Arial Font size 12).
* All information you want to convey must be contained within the application form. Please note that CV's, references or other prepared material will not be accepted with this application.
* It is your responsibility to ensure the application form and monitoring form are completed and returned to the specified address by the time and date given.
* The closing date is 12 noon on Wednesday 10th April 2024.

## Personal Information

Please indicate the forename by which you wish to be known:

**Title** Mr Ms Mrs Miss Dr Other please state or advise of other)

Forename(s):

Surname:

**Applicant’s Details**

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| --- |
| **Private address**House No/Name: Street Name: District: Town/City:  County: Postcode: Home Telephone: Mobile: Email:  |

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| **Professional/business address (if applicable)**Building Name: Street Name: District: Town/City:  County: Postcode: Telephone: Mobile: Email:  |

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| **Email address to use for correspondence:** Private: Professional: (Tick as applicable) |

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| **Nationality:**You need to be a citizen of: • the United Kingdom; or • the Republic of Ireland • a Commonwealth country; or hold dual nationality, one of which falls in one of the above categories. Do you meet the nationality requirements for this post: Yes: No:  If you are a citizen of a Commonwealth country, please state which: |

Career History

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| Please include details of both your career history (if applicable) and other relevant experience. This might include employment, voluntary experience, involvement in the community, committee experience, caring responsibilities and should include any public appointments held. |
| From / To (Starting with the most recent) | Details (Including positions held and nature of work) | Name / Address of Employer or Organisation |
|  |  |  |

Additional information about your career

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| Please provide here any relevant additional information on your career, publications, and membership of specialist professional associations (No more than one side of A4) |
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Qualifications

Date obtained

Qualification

Please list relevant educational, professional or vocational qualifications.

Other information

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| If there is any other general information you would like to include about your past experience, personal qualities and skills, please do so here (No more than 300 words) |
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Personal Qualities and Experience

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| Please use this section to describe the experience and skills you would bring including in particular:**Essential criteria*** Being a qualified barrister or solicitor (with a current practicing certificate) of at least five years standing
* Experience of chairing legal proceedings or similar experience, whilst ensuring a commitment to public interest, impartiality and fair treatment
* Experience of having appeared regularly before courts of law or tribunals as an advocate
* Ability to advise on management of proceedings whilst working constructively with others
* Experience of evaluating evidence, and information and making objective, unbiased, sound decisions
* Experience of report writing, writing deliberations or case notes
* Excellent communication skills and be able to listen with patience and courtesy
* Experience of using ICT applications including secure forms of communication and video conferencing technology
* Significant experience of absorbing and analysing complex information
* Ability to demonstrate awareness of equality and diversity issues that may arise in policing

**Desirable criteria*** Experience of or familiarity with police disciplinary procedures or legislation
* Ability to demonstrate previous committee or judicial work or service on a Board or Council

Please use examples to back up your description (No more than 3 sides of A4) |
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Why do you wish to act as a Legally Qualified Person to advise police misconduct hearings?

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| Please state why you are interested in becoming a legally qualified person to advise police misconduct hearings, and what benefits you would gain from this position. (No more than 300 words) |
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References

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| Please give the details of two people who may be asked to act as referees for you, either in the boxes below or on an attached sheet. They will be expected to have authoritative and personal knowledge of your achievements. The referees will be approached following the interview.  |
| Reference One: |  | Reference Two: |  |
| Name |  | Name |  |
| Address |  | Address |  |
| Tel No: |  | Tel No: |  |
| Email: |  | Email: |  |

Declarations

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| Have you been convicted by a Court of any offence?YES NO |
| Please list below all current and spent convictions in chronological order: |
| Date | Current and Spent Convictions |
|  |  |

Potential conflict of interest

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| Business |
| Please give details of any business or other interests or any personal connections which, if you are appointed, could be misconstrued or cause embarrassment to the five Police and Crime Commissioners in the North West Region. These could include financial interests or share ownership, membership of societies, activities associations or employment of a partner or friend in the particular field in which the Police and Crime Commissioners operate. Applications will not be accepted from candidates who are under the direction and control of the Police and Crime Commissioners or Chief Constables in the North West Region, either as a member of police staff or as a member of a police force or a special constable. |
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| Relationships |
| Please provide details if you are related to any serving or retired police officer, serving or retired police staff, serving or former special constable, current or previous Commissioner’s, their staff or any person working on a voluntary basis in the police service? |
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| Any potential conflicts of interest detailed here will not prevent you going forward to interview but may, if appropriate, be explored with you during your interview to establish how you would address the issue(s) should you be successful in your application. |

Please sign and date this form

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| **I declare that the information I have given is true and complete.** |
| Signed: …………………………………………………...............................................…….………………....................................................................….………….. Date: …………………………..…………….. |
| Print Name: …………………………………………………...............................................…….………………......................................................................….…………........................................................................... |

What to do now

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| **Please return this completed Application Form and Monitoring Questionnaire via post or email to The Police and Crime Commissioner for Lancashire who is coordinating this appointment process.**Police and Crime Commissioner for Lancashire CCP BuildingCounty Hall, PrestonLancashire, PR1 0LDTel: **01772 533587**  Email: **commissioner@lancashire-pcc.gov.uk**Please indicate if you would like confirmation that we received your Application Form.YES NO |

**RESTRICTED WHEN COMPLETE**

# MONITORING QUESTIONNAIRE

The information on this form is for monitoring purposes only. Completion of this section of the questionnaire is voluntary, but the information will help us ensure equality of opportunity.

**This information forms no part of the selection process. It will be detached from your application on receipt.**

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| --- | --- |
| **Age**  18-24[ ]  25-35[ ] 36-55[ ] 56-65[ ] 65 & over[ ] **Gender** Male[ ]  Female[ ] Other (please state)[ ]   Prefer not to say[ ] **Status**  Married[ ]  Single[ ]  Divorced/Separated[ ]  Civil Partnership[ ]  Widowed[ ]  **Disability** Yes[ ]  No[ ]  Prefer not to say[ ] **Sexual Orientation** Bisexual[ ]  Gay/Lesbian[ ]  Heterosexual[ ]  Prefer not to say[ ]  | **Religious Belief/Faith**Buddhist[ ]  Christian (state denomination if you wish)[ ]   Hindu[ ]  Jewish[ ]  Muslim[ ]  Sikh[ ]  None[ ]  Other (please state)[ ] Prefer not to say[ ] **Ethnic Origin****White**British [ ] Welsh[ ] Irish[ ] Any other white background[ ] **Mixed**White & Black Caribbean[ ]  White & Black African[ ] White & Asian[ ] Any other mixed background[ ] **Asian or Asian British** Indian[ ] Pakistani[ ]  Bangladeshi[ ]  Any other Asian background[ ] **Black or Black British** Caribbean[ ]  African[ ]  Any other black background[ ] **Chinese or other ethnic group** Chinese[ ]  Any other (please specify)[ ] Prefer not to say[ ]   |