

## The Mayor's Office for Policing and Crime

### Job Description

<b>Role</b>	Head of Community Safety and Prevention	<b>Grade</b>	Grade 3
<b>Reports To</b>	Assistant Director, VRU	<b>Post Ref</b>	PN00156A
<b>Directorate</b>	Violence Reduction Unit	<b>Team</b>	Violence Reduction Unit

#### **Job purpose**

The London Violence Reduction Unit was set up as the first Unit in England and Wales to prevent and reduce violence through early intervention and prevention. It is a high-profile Unit and a top priority for the Mayor. The Unit reports directly to the Mayor, and while working closely with MOPAC, is not part of its management structure. Unlike MOPAC, the Unit has only been in existence since 2019, so all senior managers have the scope, and are expected, to develop new strategies, policy and programmes to support an innovative prevention agenda.

The role holder will lead London's development of prevention strategies for London's communities. They will provide strategic expertise to inspire and lead programme managers and wider teams for developing and delivering strategies, policy and work programmes. This will encompass immediate support in the aftermath of violent incidents through to five-year programmes that enable societal shift.

It will include the first innovative peer review programme involving all 32 Local Authorities to assess and share effective practice, emerging risks and innovative practice, in relation to violence and vulnerability reduction.

It will involve engagement at a senior level with significant bodies such as the NHS, Probation service, the Metropolitan Police, and London's 32 local authorities.

The role holder will have professional experience to provide strategic leadership for the Serious Violence Duty across London, the key legislation implemented by national government.

The post holder will deputise for the Assistant Director, VRU as and when required.

#### **Principal Accountabilities**

1. Senior lead for creating innovative and impactful community safety and prevention strategies for the VRU, ensuring that they are delivered by the team and are providing value for money
2. Senior lead for implementing and ensuring compliance with the Serious Violence Duty for London, brought in by national government. It will include stakeholder engagement with the Home Office, including on funding, governance, knowledge sharing and monitoring reports including organising and attending meetings with the Policing Minister.

3. Senior lead for the implementation of two of the five areas designated as a national pilot for Homicide Reviews. This will entail working with the relevant London Boroughs, MPS, and being the Home Office link.
4. Senior lead for engagement with the Metropolitan Police Service (MPS) in respect of alignment of preventative initiatives and will provide line management support to MPS officers seconded to the VRU. This will include representation of the VRU at strategic violence reduction meetings with the MPS and joint working in the aftermath of critical incidents.
5. Develop an integrated and sustainable commissioning strategy which delivers against VRU priorities for community safety and achieves value for money as well as provides strong commercial leadership.
6. As part of the VRU Senior Leadership team, contribute to the leadership and effective management of the organisation and the development of a delivery culture which enables the Violence Reduction Unit to improve, innovate and effectively deliver the Mayor's objectives.
7. Support for the development of the wider VRU strategy, providing strategic support to the VRU and lead key areas of policy including community safety and prevention.
8. Build and influence strong working relationships with partners across City Hall and external stakeholders, specifically public sector violence reduction leaders; ensuring that the stakeholder management is prioritised in the policy development process. This will include leading on the strategic relationships with London Heads of Community Safety and the Association of London Directors of Children's Services.
9. Lead across teams and directorates to ensure commissioned services meet organisational needs, relevant due diligence checks have been undertaken and reporting and quality measures are in place; reviewing and influencing where necessary to enable violence reduction aims to be achieved across London.
10. Lead and performance manage operational teams on developing and delivering policy, work programmes and commissioned services for the Mayoral Violence Reduction priorities.
11. Ensure the team is informed on key national policy issues in relation to violence reduction, whole family approaches, policing and community safety, advising the Mayor and Deputy Mayor of Policing and Crime and VRU Director as appropriate; deputising for the Assistant Director where required. Oversee briefings, correspondence and advice to senior decision-makers and colleagues on VRU policy relating to Violence Reduction, Policing, commissioning and public sector partnership within the context of a political environment.
12. Deputise for the Assistant Director as and when required.

### **General Responsibilities**

- Manage staff and resources allocated to the job in accordance with MOPAC's Code of Conduct, including their responsibilities around preventing fraud, bribery and corruption.
- Realise the benefits of London's diversity by promoting and enabling equality of opportunities and promoting the diverse needs and aspirations of London's communities.
- To be responsible for your own health and safety and that of your colleagues and all others in the workplace, in accordance with MOPAC Health and Safety policies.
- To work in accordance with data protection policies and adhere to Freedom of Information policies where appropriate.
- Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this job, and participating in multi-disciplinary, cross-department and cross-organisational groups and project teams.
- To undertake such other duties as may be reasonably expected and need to work outside office hours occasionally.

## **Management Responsibilities**

- To ensure, with VRU Director and, where appropriate, legal advisors, that the Mayor, DMPC and MOPAC fulfil their legal and audit related obligations, are statutorily compliant and respond efficiently and effectively to relevant London Assembly committees and sub-committees.
- Fully contribute to the effective leadership of the organisation & the development of a delivery culture enabling VRU and MOPAC to improve & innovate and effectively deliver the Mayor & Deputy Mayor's visions.
- To promote equality and inclusion across all of VRU's programmes and employment through policy initiatives, personal example, open commitment, clear action and direction.
- Responsible for the effective management of performance and capacity with direct reports, confidently resolving people issues and supporting team members in their professional development and designing individual, team and corporate development.

## **Key relationships**

Accountable to:	Assistant Director, VRU
Accountable for:	Staff and resources allocated to the job
Principal contacts:	Deputy Mayor for Policing and Crime, Deputy Mayor for Communities and Social Inclusion, the Mayoral Directorates, senior managers in GLA and MOPAC, press office, the Met, community groups, key individuals involved in this policy area, local authorities, NHS, Probation service, Home Office and others as required.

## **Person specification**

### **Technical requirements**

1. A strong understanding and knowledge of crime, violence reduction, policing and community safety, gained through senior strategic and operational delivery within policing.
2. Experience of working within strategic and operational policing roles, to reduce violence including an understanding of analytical, tasking and partnership activity and primary, secondary and tertiary prevention.
3. Experience of leading pan-London programmes with understanding of the challenges of implementing violence reduction programmes in London.
4. Experience of strategic partnership working within a community safety partnership or other local partnership arrangements.
5. Strong ability to build relationships, influence and negotiate with prospective providers of commissioned services, stakeholders and partners.
6. Significant management experience of successful commissioning, and involvement throughout the commissioning cycle, working in partnership with public sector partners and service delivery within a violence reduction agenda.
7. Ability to galvanise rapid action across a broad programme and focus on delivery in a pressurised environment.
8. Committed to quality outcomes and value for money for commissioned and operational services.

## **Behavioural competencies**

### **Delivering Outcomes**

#### *Delivers quality outcomes to meet objectives*

Works in partnership to support the delivery of relevant objectives. Ensures a high-quality service, balancing the needs of customers and stakeholders. Manages a range of tasks, delivering to time and quality, and monitoring the performance of others where relevant. Adapts and responds to shifting priorities. Deals with challenges and generates solutions. Reviews working practices and acts to improve service delivery.

#### *Manages work through informed and reliable judgement*

Implements plans and considers contingencies. Gathers and evaluates information to inform decision-making and minimise risk where practicable. Provides guidance and support, seeking it where appropriate. Takes responsibility to promote improvement by identifying, sharing and applying lessons learnt.

### **Organisational Influence**

#### *Provides strong leadership*

Provides visible, approachable leadership and leads by example. Values and motivates colleagues, dealing with their concerns in a consultative way. Actively demonstrates the promotion of equality and valuing of diversity and helps others to do so. Develops from own experience and supports the development of others where relevant. Takes account of how own behaviour affects others.

Ensures professional standards are upheld and that senior decisions are acted upon. Manages performance and staff issues appropriately and where relevant. Shows initiative, personal resilience and motivation to deliver a quality service, demonstrating ownership over area of responsibility. Upholds legislation, regulations and policy, acting with integrity, and challenging those who do not.

#### *Develops effective communications and working relationships*

Builds effective relationships with customers, colleagues and stakeholders. Communicates effectively and inclusively with customers, senior managers and team members. Ensures clear, two-way communication through listening and responding appropriately, learning and sharing information. Works collaboratively across and outside of MOPAC where practicable, upholding organisational reputation.

### **Productivity**

#### *Manages the right resources to enable effective working*

Plans and prioritises work, aligning resources to achieve local objectives. Distributes work according to capacity, knowledge and skills where relevant. Uses MOPAC resources ethically and appropriately, ensuring others do the same.

#### *Ensures efficient working*

Ensures and encourages efficient working. Makes sound workload and deployment judgements to maximise efficiency appropriately. Reviews working practices and strives to improve efficiency.

Date: November 2022