

About us – Police and Crime Commissioners

Sir Graham Bright was elected by the public as Cambridgeshire's first Police and Crime Commissioner in November 2012 and will serve until May 2016. He is an experienced businessman and former Member of Parliament. He has twenty years of parliamentary experience working in the Home Office, Department of the Environment, the Treasury and Foreign Office.



Brian Ashton, Deputy Police and Crime Commissioner, supports Sir Graham in his full range of duties and functions. He has a long history in local politics previously acting as leader of East Cambridgeshire District Council and twice as Mayor of Ely. Brian is a businessman and remains active within the local voluntary sector.

'Voice of the people'

Sir Graham promised to be the 'voice of the people', not the police. He is already visibly delivering on that commitment; making effective engagement with the people who live and work in the county a personal priority. This ethos resonates throughout the small team who work hard to support Sir Graham and Brian to represent the views of the public in all that they do.

Sir Graham's overarching role is to strengthen the link between Cambridgeshire Constabulary and the county's communities. He does this through:

- Delivering an effective and efficient police force.
- Holding the Chief Constable Simon Parr to account for force performance and ensuring value for money.
- Regularly engaging with the Cambridgeshire public to obtain their views on policing.
- Working with partners including local authorities, health services and the criminal justice system to tackle crime and disorder and set the Police and Crime Objectives for Cambridgeshire and Peterborough through the Police and Crime Plan.
- Being responsible for the Cambridgeshire Constabulary budget and approving the policing element of the council tax.
- Awarding Police and Crime Reduction Grants to organisations which support the Police and Crime Objectives.
- Working with partners to ensure the efficiency and effectiveness of the criminal justice system in Cambridgeshire.
- Hiring, and if necessary dismissing, the Chief Constable.
- Holding Chief Constable Simon Parr to account for "the exercise of duties in relation to the safeguarding of children and the promotion of child welfare".
- Holding Chief Constable Simon Parr to account for the "exercise of duties relating to equality and diversity".
- Commissioning local support services for victims of crime from 2014/15.

Cambridgeshire's Police and Crime Panel, which is made up of representatives from each of the city, county and district councils along with two independent members, scrutinises Sir Graham's exercise of his statutory functions. The Panel does not scrutinise the Chief Constable.

Delivering for the people

Sir Graham is required by law to issue a Police and Crime Plan. This plan sets the Police and Crime Objectives, the budget and details the Police and Crime Grants Sir Graham has awarded to other agencies in Cambridgeshire to contribute to reducing crime and disorder. This includes the funding of work to reduce drugs misuse and youth crime.

Delivery of these objectives for the people of Cambridgeshire is the responsibility of every member of the Constabulary and Office of the Police and Crime Commissioner.

The objectives are:

- Maintain local police performance
- Deliver policing within the available budget
- Continue to tackle crime and disorder – with a focus on anti-social behaviour, dwelling burglary, organised crime and drugs misuse.
- Keeping people safe – with a focus on domestic abuse, integrated offender management, vulnerable people – specifically child sexual exploitation and hate crime.
- Maintain the resilience of protective services – with a focus on policing the roads and tackling extremism.

Sir Graham Bright's Personal Pledges

In delivering his commitment to be the 'voice of the people' Sir Graham added a series of personal pledges throughout the plan. These pledges were created in direct response to public feedback during his election campaign, subsequent correspondence and meetings with partner agencies. In the short time he has been in post Sir Graham has already demonstrated his commitment to delivering against each pledge. These early achievements were celebrated in this year's annual report and will form the basis of the communications to the public to mark the anniversary of Sir Graham's election.

- **Be the voice of the people**, not the police.
- **Work in partnership** with the public, partner agencies, the voluntary sector and Neighbourhood Watch.
- **Focus on localised policing** and meeting local needs. Policing cannot be one size fits all.
- **Visible policing**, giving priority to front line policing and as much visible policing as possible.
- **Increase the number of special constables.**
- **Improve call handling** to see a better and faster response to all telephone calls to the police.
- **Focus on tackling anti-social behaviour, burglary and drug misuse.**
- **Take a preventative approach** towards crime working with young people, persistent offenders and troubled families.
- **Increase collaborative working** with neighbouring police forces.
- **Hold the police to account** with a genuine public partnership.
- **Appoint an Engagement Outreach Worker** to learn more about what the public need and want.

About us – Cambridgeshire

Cambridgeshire Constabulary polices the five Cambridgeshire district and Peterborough unitary authority areas through six coterminous policing command units.

Cambridgeshire and Peterborough have a diverse and rapidly growing population of an estimated 804,000 people. Cambridge's population is increased during term times by the transient student population.

The county, in particular Peterborough, Huntingdon and Cambridge, is home to a large number of London commuters who take advantage of lower house prices and the 50 minute train journey to the capital. On the flipside many of the county's workers live outside its boundaries and travel to work in the specialist industry, retail and service sectors – such as agricultural and food production businesses.

The two main conurbations of Cambridge and Peterborough together with market towns and rural farming areas present the police force with a wide range of policing challenges. Each area has its own individual policing needs.

In Cambridgeshire 15.5 per cent of the population is of an origin other than white British, while in Peterborough that figure almost doubles to 29.1 per cent (an increase of 14.8 per cent since the 2001 Census). This is primarily made up of migrants from Central and Eastern Europe, Africa and the Middle East and Asia.

Analysis of data from National Insurance Registrations suggests Cambridgeshire has among the highest numbers of migrant workers in the East of England, while the East of England ranks third in the country after London and the South East. The number of languages spoken within Cambridgeshire and Peterborough now exceeds a hundred.

The county has long standing resident populations of Chinese, Polish, Italian, Indian, Pakistani, West African, African-Caribbean and Bangladeshi descent. It also attracts both transient and residential Gypsy and Traveller communities onto both private and public caravan parks.

Could you be part of the future?

In the short time Sir Graham has been in post overall crime levels in Cambridgeshire have continued to fall more than the national average. He also welcomed the news that two of the county's policing areas have been ranked in the top ten most peaceful places in the country to live, according to the UK Peace Index.

Chief Constable Simon Parr has made big savings while driving further improvements in areas such as call handling. These achievements should not be understated, especially when seen against the background of immense change.

But there is still much more to be done to make Cambridgeshire a safe place to live, work and visit.

Collaboration with police forces and other agencies, the commissioning of local support services for victims of crime, working with the new contracted providers of probation services, and of course balancing the budget are on the ever growing agenda.

The Office of the Police and Crime Commissioner needs talented, committed and driven people to help it take on the challenges the future brings.

Are you up for it?

The role of the Director of Finance

The Director of Finance will be a critical member of the Office of the Police and Crime Commissioner's leadership team. You will be the Deputy Chief Executive. You will develop an effective, co-operative and constructive working relationship with the Constabulary's Director of Finance and will need a strong strategic grasp on how effective financial decisions drive business. To carry out this statutory role you'll need an eye for detail and will be expected to run a tight ship putting all the systems in place to ensure constant monitoring. You will be responsible for developing and driving forward strategies to ensure the resources are available for the Commissioner and Constabulary to meet the Police and Crime Objectives and the Commissioner's personal pledges to the Cambridgeshire public.

You will have a fiduciary duty to the taxpayer with responsibility for securing the efficient use of public funds. Where necessary, you'll need to ensure transparency through public reporting in conjunction with the Constabulary's Director of Finance.

We need an inspirational senior professional who can deliver in the long, medium and short term.

Strategic delivery

- Develop and deliver financial strategy and sound long and medium term financial plans for revenue and capital, subject to regular review.
- Guarantee effective financial governance in compliance with professional standards, CIPFA codes of practice and legislation.
- Deliver legislative and fiduciary duties set out in section 151 of the Local Government Act 1972.
- Deliver robust budget plans with adequate financial reserves in line with CIPFA guidance and the requirements of the Local Government Act 2003.
- Develop and support staff by maintaining the highest levels of leadership and management, coaching and managing performance; ensuring accountability and responsibility are delegated to encourage commitment and job satisfaction.
- Contribute to effective corporate governance including the arrangements for strategy implementation, risk management, anti-fraud and corruption, codes of conduct and performance management.

Business Management

- Ensure the capital programme and investment decisions within the plans are fully evaluated, affordable and deliver value for money.
- Ensure effective arrangements for financial management and robust monitoring processes to assess delivery against plans.
- Maintain financial records and accounts within an effective system of financial control including financial regulations and rules. Make sure financial controls are an integral part of the corporate governance framework and contribute to the development of governance protocols for financial management, including delegated authority/powers.
- Ensure the annual accounts are prepared and published in accordance with the law, financial reporting and professional standards and certify the statement of accounts and group accounts.
- Ensure all published information covering finance, assets and resources, including strategies and plans, are accurate clear, relevant, robust and objective.
- Assist in the arrangements for the development of the annual corporate governance statement and the local code of governance.
- Ensure appropriate asset management and procurement strategies are developed and maintained along with effective systems of internal control including contract regulations. Safeguard assets and make sure appropriate arrangements are in place for risk mitigation and insurance.

Day to day delivery

- Develop arrangements for the preparation of consolidated government level accounts and other accounts, returns and grant schemes to meet the requirements of the law and terms and conditions of the schemes.
- Ensure robust arrangements for treasury management including investment and borrowing within a prudential framework and in compliance with CIPFA's code of practice for capital accounting and treasury management.
- Ensure that the resources, expertise and systems within the finance function are sufficient to meet the needs of the business and that the financial skills and competencies of finance staff and officers with financial responsibility are appropriate to the discharge of financial responsibilities.
- Lead on the financial and contract arrangements for commissioned services, grant awards and funding arrangements. Ensure arrangements for commissioning and contract management protect the interests of the Commissioner, safeguard public money and deliver value for money. This will involve the creation of systems to enable to Commissioner to discharge his duties regarding the efficiency and effectiveness of policing, community safety and criminal justice.
- Develop and maintain an effective audit committee and ensure an effective internal audit function is resourced and maintained. Provide support and advice to the audit committee and liaise with the internal and external auditors.

Further information

- The duties and responsibilities are outlined in the CIPFA statement on the role of the Director of Finance, [available here](#).
- Financial governance arrangements are outlined in the Government's Financial Management Code of Practice, [available here](#).

Person Specification

If these statements match your career and personal profile then your next job could be with the Office of the Police and Crime Commissioner.

Leadership

- You'll be energetic, determined and able to inspire confidence and respect at the highest level;
- You will be able to operate effectively with senior leaders in the OPCC, the Constabulary and with wider partners, recognising the importance of political awareness and sensitivity;
- You'll recognise the opportunity for risk management versus innovation and drive this forward appropriately;
- You'll be able to demonstrate a commitment to best practice in change management and leadership, recognising the balance between your statutory duties and the needs of wider stakeholders.

Management

- You'll arrive with a vision for what good financial management looks like and be prepared to communicate this to stakeholders and partners;
- You'll act as a role model for the finance and wider team members, drawing on your extensive experience, from industry, to drive performance in these areas;
- You'll lead by example, demonstrating high standards of ethical behaviour, as well as integrity and respect;
- You'll ensure that the financial function of the OPCC/Constabulary is fitted to meet the requirements of the Commissioner, proactively driving performance to meet his needs;
- You'll know how to communicate with all staff and stakeholders and build relationships to aid the achievement of the Commissioner's Police and Crime Objectives and personal pledges.

Influence

- You're a senior professional with extensive experience operating at board level;
- You may have operated in or influenced the national picture. If not, you're certainly capable of contributing and influencing national policy whilst representing the OPCC/Commissioner;
- You're credible and influential, but agile enough to meet the needs of the Commissioner, stakeholders and the public;
- You'll be an expert networker who recognises the importance of ensuring awareness of all material business decisions affecting your business areas, influencing and contributing to the national picture where required;
- You'll have experience of leading a finance function and able to ensure effective financial management of a £130 million budget.

Qualifications and Experience

- Financial Accounting qualification and full membership of a body recognised for the purposes of statutory section 151 officer responsibilities;
- Evidence of continuing professional development;
- Senior level experience, heading a financial function;
- Breadth and depth of experience in either, or both the public and commercial sectors.

Appointment process and how to apply

The final appointment will be made subject to satisfactory references, medical and police vetting clearance. The successful candidate will also be subject to a confirmation hearing of the Cambridgeshire Police and Crime Panel, pursuant to Schedule 1 of the Police and Social Responsibility Act 2011.

To apply please email you CV and covering letter to Andy Molloy, HR Manager, Andrew.molloy@cambs.pnn.police.uk. Please state why you are interested in the post of Director of Finance at Cambridgeshire Office of the Police and Crime Commissioner and how you meet the criteria set out in the job description and person specification. If you have any questions please contact the Office of the Police and Crime Commissioner on 0300 333 3456.