

The Mayor's Office for Policing and Crime

Job Description

Role	Strategic Accountant	Grade	4
Reports To	Head of Financial Management - Oversight	Post Ref	PN00123A
Directorate	Corporate Services	Team	Finance

Job Purpose

- Working to the Head of Financial Management – Oversight, this postholder provides to the MOPAC CFO, Chief Executive and the Deputy Mayor for Policing and Crime high quality strategic financial advice on the effective management of resources within the Metropolitan Police Service, and when necessary within MOPAC and Counter-Terrorism Policing.
- The focus of the role is primarily on financial governance and oversight of the MPS, in line with the Police and Crime Plan, across a portfolio that includes major transformational change programmes, estates strategy, digital policing, major commercial contracts and managing national programmes as well as fulfilling statutory responsibilities, providing strategic financial advice and fulfilling its functions effectively, efficiently, economically and with good governance.

Principal Accountabilities

1. Responsible for effective monitoring and financial management of MOPAC's budget.
2. Responsible for providing support in relation to all accounts related activities.
3. Responsible for ensuring that value for money is achieved wherever possible and to critically challenge internal and external customers to ensure value for money is met.
4. Advise on financial implications of processes and decisions, referring to the Head of Financial Management - Oversight where appropriate.
5. Responsible for updating, interpreting, analysing, explaining and validating financial benchmarking information provided. Developing and implementing indicators to identify productivity gains where applicable.
6. Ensure propriety in all aspects of work undertaken.
7. Embed financial efficiency and accountability across all of MOPAC's business.
8. Provision of timely, accurate and proactive management information to contribute to the corporate performance framework.
9. Support the Head of Financial Management - Oversight in scrutinising and assuring MPS capital and resource spend, including its Transformation programme (estates, digital).
10. Carry out financial appraisal of new developments, policies and other initiatives with the MPS.
11. Provide financial analysis and interpretation of relevant new legislation, government initiatives and other developments including ad-hoc projects such as appropriate.
12. Liaise with the MPS on the production of financial information required by MOPAC and the GLA with regard to annual and monthly reports/ returns, and quarterly budget monitoring reports, Mayors Questions and other ad hoc requests.

13. Support the Head of Financial Management - Oversight in ensuring there are appropriate systems and processes in place to administer and monitor the grant funding and bidding processes.
14. Apply financial scrutiny over Counter Terrorism Policing investment and spend
15. The Finance team operates a flexible approach and adapts work allocation in response to the priorities and workload of the day. The role could also at times include monitoring of the MPS financial accounts and MOPAC's internal budget.

Key relationships

Accountable to:	Head of Financial Management - Oversight
Principal contacts:	Directors, Senior managers and staff, GLA family, partner agencies, representative bodies, the Metropolitan Police, Heads of Services, External and Internal Auditors

Person specification

Technical requirements:

- CIPFA or equivalent CCAB accounting qualification
- Experience of effectively managing budgets and planning and managing projects on their own and to meet deadlines.
- Ability to scrutinise the MPS with regard value for money and their effective, efficient and cost-conscious use of resources.
- Experience of finalising accounts at year end.
- Experience of working in a politically sensitive environment.
- Knowledge of local government financial and accounting framework and relevant legislation would be an advantage.
- Knowledge of value for money within the policing sector.
- The post holder will be expected to take on such corporate responsibilities as may be necessary from time to time.
- This role will require the need to work outside office hours occasionally.

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.

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 fairly 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 the MPS 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 fairly, according to capacity, knowledge and skills where relevant. Uses MPS 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: April 2021