



### **Job Advert for Safer Transport Northumbria Lead**

#### **What is Safer Transport Northumbria?**

Our vision is to make public spaces safer and tackle underreporting, we want to specifically make public transport safer and more inclusive for women, girls and marginalised groups. We aim to:

- Increase data and encourage reporting to understand the problem,
- Solve the issue by co-designing solutions with owners of public spaces,
- Take a Public Health Approach to attitudinal and behaviour change
- Use the evidence of what works to scale the approach

The Police and Crime Commissioner, Kim McGuinness, has secured funding from the Home Office and key transport partners in the region to improve the safety of the public, particularly women, girls and people from marginalised groups, on public transport across Northumbria and is looking to recruit someone to manage this project and lead the set-up and delivery of this exciting proposal. Candidates should have extensive experience of managing and /or commissioning multi-agency interventions, ideally in a community safety environment, and have good knowledge around Violence Against Women and Girls and experience of working with the sector.

The post-holder will be based within the Office of the Police and Crime Commissioner. Successful implementation and delivery of the Safer Transport Northumbria project will support delivery of the PCC's strategic priorities of Fighting Crime, Preventing Crime and Improving Lives.

Secondments are welcomed and candidates should be supported by their current employer who must be willing to enter into an agreement with the OPCC to be released, without delay, for the duration of the secondment. Candidates who are not supported by their employer may apply for the role on a fixed term contract basis.

## JOB DESCRIPTION

**Role:** Safer Transport Northumbria Lead

**Location:** Victory House, Balliol Business Park or any accommodation as directed by the PCC/home working

**Accountability:** Reports to the Commissioning and Policy Manager, OPCC

**Car User Status:** Casual

**Salary:** Grade I £37,134

**Hours:** 37hrs per week

**Contract Type:** Fixed term until 31 December 2022

**Interview date:** Thursday 9<sup>th</sup> December 2021

This post will be subject to police vetting and is politically restricted.

### Purpose

To lead the set-up and project management of the Safer Transport Northumbria Project, building on the foundations of multi-agency approaches to tackling VAWG, crime and ASB. To support the PCC to deliver the vision and aspirations outlined in the Police and Crime Plan.

### Role summary

The Safer Transport Northumbria Lead will project manage all aspects of multi-agency implementation and this will include, but is not limited to; contract management; chairing relevant stakeholder meetings; working with the Home Office appointed independent evaluator; overseeing performance; managing the Safer Transport Northumbria budget; overseeing delivery of the grant agreement including reporting on progress to the Home Office and partners; and acting as the key link between the OPCC, the local and national transport providers, Northumbria Police, and other key stakeholders.

The role will work closely with Northumbria Police ensuring that the project is embedded into the existing processes and is given a high level of focus and buy in from key stakeholders. The post holder will also work closely with the specialist VAWG networks and transport providers in Northumbria building relationships, encouraging collaboration and a strategic change to address VAWG crime types which occur on public transport.

The role will also facilitate information and intelligence sharing across all partners, identifying emerging trends and themes and directing flexible resources accordingly. The post holder will work with key partners looking at safety strategies and policies with a VAWG lens, ensuring they are fit for purpose and address the VAWG crime types; alternatively, highlighting gaps and solutions to bring them to an acceptable standard.

The Safer Transport Northumbria Lead will lead on the development of a Northumbria-wide Crime and Security Plan for Public Transport.

### Key roles and responsibilities of this post

Strategic oversight, preparation and governance

- Develop and oversee a SMART Safer Transport Northumbria (STN) Implementation Plan and Risk Plan to ensure an audit trail of events and actions and to manage risk
- Identify the key roles and responsibilities of the STN delivery partners and key stakeholders.
- Identify potential STN champions from delivery partners, appropriate local agencies and services to help advocate for this project.

- Ensure delivery partners and appropriate agencies are signed up to STN information sharing protocols
- Work with delivery partners, service providers and local partners to help resolve any issues around set-up and delivery
- Advocate for the STN project and ensure engagement / sponsorship from senior leaders in the Police and key stakeholders on behalf of the OPCC
- Take a lead establishing the best governance fit for STN within existing local governance structures in collaboration with the OPCC, Police, delivery partners and local stakeholders.
- Shaping local and national policy to deliver against the project vision and the key priorities in the Police and Crime Plan with a focus on a public health approach.
- Compile responses to key national consultations relevant to the project area in line with the Commissioner's Police and Crime Plan to support lobbying for changes to national policy.
- Management of the Safer Transport Northumbria Analyst.
- Undertake critical analysis and troubleshoot VAWG and community safety issues linked to public transport with partners and key stakeholders, based on an assessment of quantitative and qualitative evidence.

#### Contracting, reporting and budget management

- Lead on all aspects of STN commissioning and contract management of the delivery partners and local service providers, establishing appropriate mechanisms to manage the agreements, including performance management responsibilities.
- Ensure compliance with the Home Office grant agreement and OPCC commissioning procedures.
- Manage the project budget and hold regular meetings with the delivery partners and key stakeholders to ensure spend is maximised
- Lead on the production of monitoring reports, including measures of outputs and outcomes for performance and quality monitoring including audit requirements

#### Implementation and ongoing oversight

- Act as the main co-ordinator between the police, delivery partners and key stakeholders to support the smooth implementation of STN
- Support the STN delivery partners to identify and resolve issues that may impact on project delivery and identify areas where delivery could be improved, using monthly updates and performance reviewing sessions to assist.
- Set up and chair working groups overseeing the operation of STN.

#### Evaluation and exit plans

- Work with the Home Office appointed independent evaluator for the Safer Streets Fund, Round 3
- Act as the key contact for the evaluator providing support in accessing delivery partners, key stakeholders and data needed to inform the evaluation.
- Lead on the development of an exit strategy / plan for longer-term sustainable funding should the early findings of the evaluation provide positive.

#### **Required knowledge, skills and abilities**

- Must have excellent communication/interpersonal and collaboration skills and an ability to communicate, build relationships; influence stakeholders around common goals, and negotiate with delivery partners, service providers and stakeholders
- Must have the ability to handle complex information and be able to present it in a simple fashion to a wide range of stakeholders
- Must have experience of managing work with people and agencies across multiple sites;

- Must have proven experience of setting up and delivering projects within timescales alongside the ability to remove barriers to delivery and provide recommendations on implementation planning
- IT skills, including use of Microsoft Office
- Must hold a degree or have substantial experience of working in a community safety multi-agency context
- Must have good understanding of VAWG and ideally have experience of working with this sector.
- Must have comprehensive contract / project / programme management experience including developing and commissioning services and overseeing delivery of those services
- Must have proven experience of working in a pressured environment to tight timescales
- Must have proven experience of managing budgets for complex projects including reporting to external funders and stakeholders in line with grant agreements
- Should have an understanding of the public health approach and how interventions can be delivered at population level, targeting resources effectively through increased understanding of the population.
- Should have an excellent understanding of the local landscape and governance structures.

The post-holder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.