



**COUNTER
TERRORISM
POLICING**

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TERRORISM**

**Director of Resources
Counter Terrorism Policing HQ
MPS Broadband 2(b) / SCS Pay Band 2**

**Candidate Information Pack
June 2023**

Closing date: 23rd July 2023

About Counter Terrorism Policing

Counter Terrorism Policing (CTP) is a national policing network which works to protect the public from terrorism and state threats. The network is made up of over 10,000 officers and staff working collaboratively with UK Intelligence Community partners and law enforcement agencies to collect information and evidence to prevent terrorist planning and bring perpetrators to justice. It is based on a collaboration agreement of police forces across England and Wales, and close partnership working with Police Scotland and the Police Service of Northern Ireland. Counter Terrorism Policing has an annual budget of just over £1 billion.

The threat to the UK from international terrorism is SUBSTANTIAL, meaning an attack is likely. CT Policing, local force colleagues and security and intelligence services are working tirelessly and at pace to confront the threat and help keep the public safe. We also investigate threats to life from state actors, breaches of the Official Secrets Act, and war crimes.

The CT policing network is currently working on a record number of more than 800 investigations. These investigations, the majority (approx. 600) in partnership with MI5, focus on a range of activities, including fundraising, radicalising and preparing acts of terrorism.

The Counter Terrorism Policing network maintains and develops a wide range of capabilities including investigations, intelligence, surveillance, Humint, financial investigations, digital media exploitation, Prevent and risk management, protective security and firearms.

At the centre of the network sits the Counter Terrorism Policing Headquarters (CTPHQ), which devises policy and strategy, coordinates national projects and programmes, and provides a single national Counter Terrorism Policing voice for key stakeholders including government, intelligence agencies and other partners.

More information can be found at: <https://www.counterterrorism.police.uk/>

Role Description

Post Title	Director of Resources
Line Management	Director General CTP
Contract Term	Permanent
Secondment Term	2 years extendable to 5 years subject to annual reviews

Purpose

As Director of Resources you will play an indispensable role within CTP, helping to secure the resources necessary for us to do our absolute best work in protecting the public at a time when the future threat picture and the financial climate across government, the public sector and the economy is challenging.

Providing leadership across key areas of CTP to include business planning and risk management at a strategic level, you will have a tangible impact on the success of the CT Network for years to come.

Leading CTP's resourcing functions, you will ensure our resources allow us to meet our key priorities, protecting the public from terrorist and state threats, and play a core role in building and presenting out case during Spending Review negotiations. You will need to build strong and effective relationships with multiple stakeholders across policing, operational partners and government departments.

To succeed in this role, you will be a proven senior leader who inspires and empowers those around you to achieve more, balancing the financial needs of the business with the important work of supporting and building the capability of our staff.

You will be a strategic thinker with a strong background in financial leadership and a passion for building capability and making an inclusive working environment.

Key Result Areas

- Building annual, medium and longer term financial and , workforce plans across CT Policing, in alignment with CTP's strategy and in support of overall business planning, working in conjunction with the network-wide Counter-Terrorism Coordination Committee, the Chief Officer Group and the Home Office;
- Shaping credible and compelling submissions to government in support of Spending Review processes, and representing Counter Terrorism Policing in discussions with Ministers and officials on these submissions.
- Overseeing the development and implementation of transformational workforce plans to ensure that CTP recruits, retains and develops the police officer and police staff workforce we need to keep changing and improving to counter the evolving threats the country faces;
- Oversight of the yearly Counter Terrorism and Protective Security budget build in conjunction with the CTP Chief Officer group, Home Office and all National and local

CT stakeholders. The post holder has a requirement to co-ordinate the development of the high level MTFP into a detailed budget that can be allocated to all Regions/Forces and Units across the National CT Network. This is a statutory function;

- Ensuring the discharge of financial functions and processes across National and local CT policing, including: (i) Budget monitoring, (ii) forecasting, (iii) reporting, (iv) preparation of grant payments for the Home Office, (v) financial advice and guidance. The jobholder ensures the co-ordination and delivery of these mainly statutory functions detailed in CT Grant Terms and Conditions, on behalf of the Home Office across England and Wales;
- Ensure that value for money is being delivered by linking CT spend to the achievement of CT Policing strategies/objectives and operational performance targets across the CT network, driving efficiency and enhancing effectiveness;
- Driving forward the modernisation of the CT Policing network through significant involvement of in the change portfolio governance and decision-making process, which has oversight of an extremely complex and large Enterprise CTP Programme (incorporating change, estates, data and technology) being managed by the HQ and in which the post holder is involved on a day-to-day basis. The post holder's duty is to ensure that the Enterprise programme is appropriately funded, affordable and is delivering its operational performance outcomes and financial and non-financial benefits;
- With the Director General and the Director team, manage CTPHQ on a day-to-day basis, and provide strategic direction for the functions of the Headquarters and the CT Policing Network;
- Ensure local and national compliance to security, professional and information standards, in accordance with legislation and national and local policies. The Director of Resources has oversight of the CTPHQ Compliance and Assurance Pillar. (Professional standards within the MPS and data compliance functions are currently under review, and may be subject to change.);
- In conjunction with the MPS and MOPAC ensure that National CT Policing is able to procure its strategic and local level purchasing requirements (including support of CT Change Programmes and National frameworks (where required));
- Oversee and deliver local estates and support services across Specialist Operations commands, and within specific CT occupied buildings in the Metropolitan Police Service;
- Engage with senior stakeholders across the Government, the National CT Network, the Security services, the MPS & MOPAC, and all regions and forces to ensure progression of National and Local CT strategies and policies.

Knowledge, Skills and Experience

Essential

- To be a success in this crucial role you will possess membership of a CCAB body (including CIMA), or equivalent professional qualification with a demonstrable track record of leading highly effective and successful Resources services in a large public or private sector organisation
- Extensive and demonstrable experience of financial management and planning, budgeting and forecasting, management reporting, statutory reporting and compliance and regulation in a complex organisation

- A track record of senior leadership and successful delivery in a similar or relevant complex organisation, with board level experience and/or the demonstrable capability to make that step up and rapidly gain the confidence of and exert influence with the network's most senior leadership;
- Excellent track record of translating strategic thinking into effective implementation, with experience of translating multiple and complex inputs into clear plans, and overseeing their effective delivery at scale.
- A highly effective collaborator with experience of establishing long-term relationships, negotiate and influence within a challenging, executive and highly political environment;
- An outstanding leader who can demonstrate building high-performing teams and reshaping teams according to changing priorities;
- Excellent evidence-based strategic and analytical skills and a track record of effective strategic decision making.

Desirable

- Knowledge and experience of UK policing;
- Knowledge and experience of Counter Terrorism and national security arrangements and structures
- Strategic workforce planning experience.

Additional Details

Internal - MPS candidates – this position will be offered as a permanent appointment to CTPHQ.

Secondees – Candidates from other forces/government departments – this position will be offered on secondment for a period of 2 years (with potential to extend to a maximum of 5). You must seek advice from your Police Force or Home Organisation on their policy on secondments before submitting any application.

External - Candidates from outside of policing/government departments – this position will be offered as a permanent contract. As CTPHQ is an organisation hosted by MPS, your contract will be with MPS, and you will be posted to CTPHQ.

Contacts

We will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal. If you have any queries on any aspect of the role, please contact [Director of Resources Duncan King](#) or [Director General CTP Richard Westlake](#).

For information on the application process please contact [CTP HR Recruitment Mailbox](#).

For further information on CT Policing please visit www.counterterrorism.police.uk.

Terms and Conditions

Salary and Allowances

External/Seconded candidates

The role will attract a salary in the range of **£97,000 - £121,000** depending on the strength of job related skills and knowledge.

Internal MPS Candidates

Starting salary for the role would be set at either:

- If you are in a pay band below BB2b: 10% higher than the value of current substantive total package (i.e. including any service related pay and location allowance), as long as this did not take it above the BB2b target rate of **£121,258**
- Or
- The value of current substantive total package (subject to RemCo approval), if it is already above the BB2b target rate of **£121,258**

Please be aware that location allowance and service related payments do not operate at the BB levels and would therefore be consolidated into starting salary.

Travel and Accommodation (seconded applicants only)

Successful candidates may also be entitled to reasonable excess travel fares, this would be subject to prior consultation. There is no residential accommodation provided as part of the secondment offer.

Other Benefits (permanent applicants only)

You will also receive substantial annual leave, Civil Service Pension arrangements, interest free season ticket loans, membership of Met sports and social clubs, flexible working conditions and much more.

When you start as a member of Police Staff, you'll have a choice of joining one of the Civil Service Pension schemes i.e.:

- The Alpha pension scheme is a CARE (Career Average Revalued Earnings) pension scheme which offers a guaranteed pension with an optional lump sum, based on the earnings you receive during your career. Both you and the MPS will make contributions to the scheme and you will receive tax relief on the contributions you make.
- The Partnership pension scheme is a defined contribution stakeholder pension scheme and the MPS will make contributions based on your age. You do not have to make any payments to have a partnership pension account as your employer will make contributions anyway. These contributions would be in addition to the age related contributions previously mentioned. Contributions are invested for you by the nominated provider and you can use the resulting pot to fund your retirement. You will receive tax relief on any contributions you make.

If you already have a pension it may be possible to transfer it into the Civil Service pension arrangements.

You will automatically be entered into Alpha on appointment unless we receive your pension choices form, stating you wish to join Partnership at or before our start date. You also have a right to opt out of joining a pension scheme and in doing so you may wish to take advice on the implications of this action including the lack of life cover which would form part of pension scheme membership.

As a member of our team, you will also have access to Met Benefits - an external website, offering Met employees (staff and officers) guaranteed savings at major high street stores and retail outlets nationwide. These benefits are obtained and co-ordinated by Human Resources. You can save money on everything from food, clothes, furniture, electrical and DIY products to hotels, restaurants, cinemas and theatre tickets.

All staff are eligible to join the Metropolitan Police Athletic Association (MPAA) and the Metropolitan Police Sports and Social Association (known as the 'Comets') and enjoy taking part in sporting and social events. The Met has four well-equipped Sports clubs at Bushey, Chigwell, Hayes and Imber Court - available to all staff as well as family and friends.

Vetting and STRAP

This post requires access to the most sensitive intelligence material on a daily basis. Applicants must be prepared to undergo and maintain Developed Vetting (DV). By mutual agreement the successful applicant may be able to start duties initially with National Security Vetting (NSV) Security Clearance (enhanced) (SC(e)) whilst continuing to undergo Developed Vetting (DV) in post. It will be a condition of permanent employment that the successful applicant achieves DV level clearance.

Additionally, this material is of particular sensitivity to the UK and its distribution must be restricted to UK nationals. In approved circumstances dual nationals (of which one element is British) may also be granted access. However, in the event that potential conflicts of interest cannot be managed the post holder will not be able to see the intelligence material and will not be able to perform their duties. For the purpose of safeguarding national security and in line with Cabinet Office Policy, supported by Section 82(2) to (4) of the Police Reform Act (2002), applicants who do not hold or acquire Developed Vetting (DV) clearance and meet the nationality requirements cannot be offered the post.

Confidentiality Agreement

Applicants should also be aware of the need to sign a confidentiality agreement on taking up the post.

Business Interests

There is a requirement to declare any business interest or secondary employment and/or the business interest of their spouse, civil partner or relative who lives with them. This is to ensure the business interest or secondary employment is compatible with the nature of the national counter terrorism role that they will be performing.

Our Employee Commitments

Counter Terrorism Policing aims to create an inclusive and welcoming atmosphere and culture and an environment where all our people feel a strong sense of belonging and are able to reach their full potential. Where any group or individual can be and feel respected, supported and valued to fully participate and contribute to our mission of “Working to keep people safe from Terrorism”.

Inclusion, diversity and equality is at the front and centre of our approach to make the composition of Counter Terrorism Policing more representative of the communities we serve. As Counter Terrorism is rooted in Local Policing, to tackle today’s complex policing challenges, applications from across all communities are therefore essential and encouraged. Counter Terrorism Policing as a network is committed to ensuring that disabled people and those with long-term health conditions have the opportunities to fulfil their potential and realise their aspirations’.

Counter Terrorism Policing is committed to creating an inclusive working environment. We welcome and encourage applications from candidates who are seeking flexible working arrangements, and including part time working or job share. In addition, this role has been reviewed following learning from work during the Covid pandemic and may be done in an agile manner. In the first instance, please contact the vacancy holder to discuss how such arrangements could be accommodated (where applicable).

MPS is a Disability Confident Employer. We are committed to offering interviews to candidates who request consideration under the Disability Confident Scheme and who meet the minimum requirements for the role, as outlined in the person specification. If you would like to apply under the Disability Confident Scheme, please indicate this in response to the corresponding questions in the Additional Information Form. You should also indicate in the Additional Information Form if you require any adjustments for taking part in the interview process.

How to Apply

Application

To apply for this post, please submit;

1. A CV setting out your career history, with key responsibilities and achievements.
2. A Statement of Suitability explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role, with particular reference to the competency framework as detailed above.

This should be sent to [CTP HR Recruitment Mailbox](#) by **23:55pm** on **23rd July 2023**

Additional Forms

Please also complete and return the diversity monitoring and additional information forms alongside this information pack.

The information on the diversity monitoring form will be treated as confidential and will not form part of your application. The information provided in this form is used for statistical purposes only.

The additional information asks for detailed information (i.e. address history) which enables you to conduct an initial eligibility sift; this also includes information regarding reasonable adjustments/disability confident employer.

Assessment

Your application will be assessed against the essential and desirable criteria detailed within this information pack. Applicants who meet this criteria will be asked to attend an interview panel in order to have a more in-depth discussion of your previous experience and professional competence. The selection process will include a presentation followed by a panel interview.

Timeline

- Initial sifts are provisionally scheduled for W/C **24th July 2023**.
- Please provide dates to avoid for interviews between **1st August and 15th September 2023** with your application.