

**WHERE
CAREERS
THRIVE**

**When potential
is unlocked,
talent *thrives***



**West
Northamptonshire
Council**

Corporate Director Integrated Commissioning

Adults and Wellbeing

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



**West
Northamptonshire
Council**

Purpose and impact:

As a member of the Council's Senior Management Team, the Corporate Director is strategically responsible for a group of significant services, ensuring they operate in line with the council's values (THRIVE) and ensuring the use of resources and assets are maximised to achieve priorities within agreed budgets.

This role provides strategic leadership for the development and implementation of our commissioning approach for Adults, Childrens, Public Health, Housing and Education, in and across the Council, enabling strong partnerships and high-quality services that support West Northants residents to "Live Their Best Lives". This includes leading through partnership:

- Co-production, continued design and implementation of our Integrated Care Partnership Strategy.
- Appropriate governance structures which support an integrated, outcome focused approach to health and care.
- Working collaboratively with the market and residents, overseeing staff from across the system to deliver transformational change through commissioning for outcomes and efficiency.
- Delivery of approaches to commission personalisation and person/child centred pathways.

The role ensures commissioning is closely aligned with operational services, with clear accountability and effective links between service delivery, commissioning and contract management. It is responsible for Council budgets used to commission Adult and Children's Social Care, Education and SEND, Public Health, Housing and other jointly commissioned services, and for staff employed by the Council or its partners. Impact will be demonstrated through CQC and Ofsted inspection outcomes, provider market safety and sustainability, value for money, and local and system performance measures.

Accountable to:

Executive Director Adults, Wellbeing & Organisational Change (DASS). This role sits within the Adults and Wellbeing Directorate.

Role Specific Responsibilities:

1. Undertake a full and proactive management role as part of the council's wider senior management team, collaborating effectively with colleagues across all Directorates to drive a value for money culture. This is one which continually improves the overall use of the resources by the council and its partners, optimising the use of resources and driving a cost reduction ethos.
2. To ensure that our people and jointly commissioned services across health, care, education and SEND are secured on the basis of robust evidence and assessment of need, including population trajectories, relevant JSNAs and education and SEND data. Ensure that

commissioning activity is supported by clear market position statements setting out our strategic aims, priorities and plans for providers, and that SEND commissioning delivers the commitments in the SEND Local Area Reform Plan, including the monitoring and reporting required by the Department for Education as a condition of grant funding.

3. To work proactively with the ICB and system health partners to develop and build on jointly commissioned services and secure new shared contracts and services going forward, which address both the shared financial challenges that partners face but also help to generate effective solutions to joint system challenges like SEND, health inequalities, the ageing population and the planned joint work around the creation of Integrated neighbourhood teams. This includes finding effective solutions and ways to deliver against the NHS 10-year plan and three big shifts to improve health outcomes and reduce the reliance on urgent and emergency care and may include the transfer of some health functions to the Council.
4. To ensure legal compliance, quality and value for money in the commissioning and contracting of all statutory services for Adult Social Care Public Health, Children's/Education, , housing and shared commissioned services with our health partners and across a complex health and care system.
5. Leadership, management and collaboration across the following teams: Public Health Commissioning, Children's and Education Commissioning, Adult Social Care Commissioning, Housing Commissioning and Finance Operations, ensuring an effective business partnering approach between commissioning teams and the services they support. Promote continuous personal and professional development and drive change, establishing an ethos of high performance, impact and value for money.
6. Provide strategic leadership for children's commissioning, working with Children's Services, Northamptonshire Children's Trust and other partners to strengthen sufficiency planning, placements, brokerage, market development and contract management. Ensure commissioning is aligned with operational needs and supports future changes to responsibilities and service arrangements.
7. Advice to elected members in respect of a range of issues across the service grouping, working collaboratively to agree the strategy and approach to the delivery of services including reporting on service performance. This will also include an active role in supporting key scrutiny committees and reporting to the Councils Health and Wellbeing Board and Cabinet on key initiatives.
8. Accountable for ensuring that programmes and commissioning plans are underpinned by forward planning, monitoring of progress and risk management, and that opportunities are identified and realised with risks assessed and mitigated. Ensure that all proposed programme and project plans comply with the governance standards and that the Council statutory duties

are met regarding ensuring that vulnerable adults and children and young people are protected, and risk is minimised throughout services. Driving service improvement and quality, through overseeing the management of externally commissioned services, ensuring value for money, improving outcomes and keeping users safe from abuse and neglect. Enable strong collaboration across colleagues and stakeholders (including service users, patients, providers and partners), to scrutinise, problem solve, reflect and evaluate so that services continuously improve outcomes.

9. Accountable for the income optimisation across Adult Social Care and the management of budgets and the delivery of the medium-term financial plan across the services, ensuring resources are allocated effectively for the delivery of intended outcomes and in a manner which demonstrates value for money and compliance with relevant policies and guidelines.
10. To lead a commissioning approach that drives strength-based, asset based and personalised approaches across the life-course with clear evidence of coproduction in service design and commissioning.
11. To drive productivity, efficiency and best value in commissioning and contract management. To achieve savings and maximise value for money by stimulating innovation and leading change projects across health and care services, childrens, SEND, education and housing
12. Lead, develop and maintain strategic partner relationships across all key stakeholders in order to drive and support the effective delivery of joint approaches, underpinned by jointly agreed plans and protocols. Establish strategic partnership working to identify and act upon potential opportunities for strategic alliances, innovation & improvement.
13. Ensure that statutory, financial and reputational risks are identified, mitigated, tracked and reported at appropriate levels and in a timely way. This includes proactively managing supplier failure and an associated risks for clients and market sustainability.
14. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.
15. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is always taken for the health, safety and welfare of yourself and other persons.
16. Any other duties commensurate with the level of seniority and at the discretion of the line manager.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working,

the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Safeguarding commitment

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

Corporate Director Standard Responsibilities:

1. Culture & wellbeing

Responsible for the establishment and maintenance of a positive organisational culture within the directorate, where safety is integral to all activities and wellbeing principles are prioritised, to support a healthy, motivated and resilient workforce.

2. Compliance

Promoting and ensuring compliance across the Directorate with the Council's Constitution and all corporate policies and practice in respect of Equalities, Human Resources, Finance and Contract Procurement across the Directorate.

3. Resources/Financial Management

Accountable for the management of budgets and delivery of the Medium-Term Financial Plan within the Directorate, including the effective use of WNC resources and exercising of strong budgetary control, taking a proactive approach to risk management and business continuity planning on areas of accountability.

4. Governance

Responsible for ensuring sound governance and performance management is in place supporting and contributing to organisational effectiveness, value for money and customer excellence.

5. Health & Safety

Ensuring adherence to corporate health, safety and wellbeing strategy, policies and procedures so that the Council complies with, and fulfils its legal and regulatory obligations.

6. Partnerships

Act as the Council's voice in local and national agendas, forming strong relationships and partnerships that drive forward joined up thinking, better uses of resources and more joined up thinking.

Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

Minimum levels of knowledge, skills experience and qualifications required for this job.

Skills and abilities:	Essential / Desirable	Measured by
Strong communication, negotiation, influencing, collaboration and interpersonal skills.	E	I
Strong management skills and a successful track record of leading organisational change. The ability to lead and influence others, make informed decisions and build and maintain successful relationships and networks.	E	A, I
Demonstrate a proven ability to motivate and develop teams and individuals to enhance performance and service standards	E	A, I
A skilled influencer with the confidence to challenge organisational practices and individual behaviours as appropriate.	E	I
Excellent problem solving skills and experience of handling conflict and managing sensitive issues to achieve positive outcomes.	E	A, I
Ability to forge, engage maintain and develop positive working relationships with a diverse range of Stakeholders, including service users to partner organisations.	E	A, I
Ability to assess & mitigate risk whilst effectively developing and managing services / strategic priorities.	E	A, I
Represent the council positively at internal and external meetings, building effective relationships with other Local Government employers.	E	A, I
To maximise personal productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk, though effective use of Office 365 and our internal IT systems and applications.	E	A, I
Ability to shape services by creatively thinking and being innovative to address priorities and meet customer needs.	E	A, I
Ability to establish and develop monitoring systems for the continuous development of people and services, establishing effective team working for the delivering of high quality and commercially viable services. To performance managed effectively.	E	A, I

Ability to demonstrate awareness / understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	E	A, I
The ability and willingness to participate in an out of hour's rota.	E	A, I
Demonstrate effective use of Office 365 (incl. Teams, OneDrive, etc.) or willingness to undertake training during the probation period.	E	A, I

Knowledge:	Essential / Desirable	Measured by
Extensive understanding of the legislative, regulatory and statutory frameworks relating to adult social care, children's services, education, public health and housing, together with a strong understanding of commissioning in a complex local government and partnership environment.	E	A, I
Comprehensive knowledge and understanding of financial & budgetary management & control requirements and it's fit with the overall Corporate budgetary position.	E	A, I
Thorough knowledge of legislation relevant to the role, which may include the Public health legislation, Children Act 1989, the Health and Care Act 2022, the Care Act 2014, the Children Act 2004, SEND Code of Practice 2014, Equality Act 2010 and the Mental Health Act 1983, Deprivation of Liberties, statutory regulations and government guidance, and standards relevant to planning, commissioning, procuring, safeguarding and quality assurance. This includes familiarity with regulations governing services for adults and/or children and young people.	E	A, I
A good understanding of the operational, commercial and social community aspects of a similar, diverse and complex environment across adult social care/childrens/housing/education.	E	A, I
Understanding of best practice models across commissioning an ability to successfully generate new and innovative business case to implement transformation and manage change effectively.	E	A, I
Understand the importance of and commitment to incorporating the public, private and voluntary sectors in service delivery.	E	A, I
Understanding of best practice and innovation to the design and delivery of services in order to deliver efficient and enabling services which are productive and deliver value for money.	E	A, I
Understanding of the commercial market for adult social care/childrens/education/housing, and an ability to successfully generate new business opportunities to maximise income and resources.	E	A, I
Understanding of the local government constitution and frameworks for decision-making	E	A, I

Relevant experience:	Essential / Desirable	Measured by
Significant post qualification experience gained either in the public, private or voluntary sector, including experience of operating at a senior management level. This will include a successful track record of managing large and complex portfolios successfully in a challenging financial environment.	E	A, I
Successfully managing large operational and project budgets in a demanding and changing public services environment.	E	A, I
Effective partnership working and collaboration; developing and maintaining positive and productive relationships with a range of internal and external stakeholders and strategic partners.	E	A, I
A demonstrable track record of leading, motivating and managing large teams to achieve high performing and significant, sustainable service improvements and outstanding results, through internal and external partnerships.	E	A, I
Demonstrate an understanding of the safe working practices that apply to this role, and the delivery of Making Safeguarding Personal.	E	A, I
Experience of developing and sustaining a culture that meets the needs of and engages with customers and staff within a safe, open and high-performing working environment.	E	A, I
Significant experience of leading commissioning and contract management arrangements that are closely aligned with operational services, with clear governance, accountability and performance management.	E	A, I
Experience of commissioning within children's services, education or a comparable statutory partnership environment.	D	A, I

Education, training and work qualifications:	Essential / Desirable	Measured by
Degree-level or equivalent in a relevant subject (social care, health or business related), or equivalent by experience.	E	A, D
Post specific professional qualification appropriate to the role at Level 7, or equivalent, or be able to demonstrate significant experience in a similar role.	E	A, D
Demonstratable commitment to and active participation in, continuous professional development.	E	A, I, D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Day-to-day in the role:

Job family band:	Strategic Management 14	Worker type:	Part-flexible
Salary range:	£127,105-136,013	Budget responsibility:	£30m
People management responsibility:	Yes, 5 direct reports, overall service c.87 FTE	Work Base:	Northampton

Current pay scales and other benefits are published on the [Jobs and Careers](#) section of West Northamptonshire Council's internet.

Working conditions & how we work:

This role has been identified as a part-flexible worker type, this means that you will be able to work from other work locations and when not working from an office you will be working remotely for up to 3 days a week (including from home).

Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

T Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
H High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
R Respect	we respect each other and our customers in a diverse, professional and supportive environment.
I Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
V Value	we continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
E Empower	we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

WNC values colleagues as individuals and encompasses our different perspectives to deliver our collective ambitions. One West inclusive culture.

Should you require this document in another format or language, please contact:

Careers@westnorthants.gov.uk

When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
- **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
- **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
- **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.

We want you to have balance and be happy.

