Post Title: Director of Commissioning and Partnerships
Grade: SLMG 1

Job Purpose – Vision & Strategy

To provide strategic leadership for commissioning, market development, partnerships, brokerage, sufficiency planning, provider oversight and quality assurance across Children and Education Services. The Director of Commissioning and Partnerships will create and drive the vision for the Commissioning Division within the Children and Education Directorate, the Council and the city, ensuring that commissioned services deliver excellent outcomes for children, young people and families, provide value for money, manage risk and make effective use of public resources.

The postholder will provide clear senior accountability for commissioning governance, market stewardship, provider challenge, external partnerships and system leadership. They will actively lead and promote the Council's vision, values, aims, objectives and priorities to partners, national and local stakeholders, employees and Nottingham's citizens, working across the Council and with partners in health, education, the voluntary sector and wider public services to ensure that commissioned provision is sufficient, high quality, financially sustainable and responsive to the needs of Nottingham's children and young people.
The Director will be accountable for delivering the Council Plan and will take a lead role in robust decision-making through the promotion of good governance and effective options appraisals that balance financial risk, organisational ambition and commitments to children, young people and families.

Strategic Leadership Behaviour Expectations

As a strategic leader and senior officer, you will be expected to demonstrate our core behaviours (*Please refer to the leadership expectations booklet)*:-

- **Leading People:** by building high performing teams, empowering and motivating others and being a role model for the organisation and its values.
  - Develop and articulate a compelling vision for commissioning and partnerships that supports the Children's and Education Services vision of improving outcomes for children and young people.
  - Lead and inspire a high-performing culture that promotes accountability, collaboration, innovation and continuous improvement.
  - Ensure robust governance, assurance and risk management arrangements are implemented across all commissioned services.
  - Promote evidence-based decision making and ensure resources are targeted to areas of greatest need and impact.

- **Equality Diversity & Inclusion:** To create and embed an organisation culture of respect and inclusivity in the services we provide and in the workforce that we engage. Ensure EDI implications are considered in decision making associated with changes to service/policies/practices.

- Champion inclusive commissioning approaches that promote equality of opportunity and improved outcomes.
- Ensure the voice of children, young people, families and communities is central to commissioning decisions.
- Promote culturally competent, accessible and inclusive services.

- **Change & Innovation:** by driving changing and a culture of continuous improvement, exploring new and innovative ways to design and deliver services.
  - Lead transformational commissioning programmes that support the Children's and Education Services Target Operating Model.
  - Create innovative commissioning and delivery models that improve outcomes and deliver sustainable value for money.
  - Drive market development and shaping activity to ensure the local provider market remains diverse, stable and responsive.
  - Lead strategic responses to changing needs, policy reforms and financial pressures.

- **Collaboration:** by working across boundaries, building relationships, effective partnerships and creating joined up services to deliver the best services for the people of our city.
  - Build strong partnerships with schools, academy trusts, health partners, providers, regional partners, government departments and voluntary sector organisations.
  - Lead strategic negotiations with commissioned providers and key stakeholders.
  - Represent Nottingham City Council in regional and national commissioning forums.
  - Promote integrated approaches that reduce fragmentation and improve outcomes for children, young people and families.

Specific Duties

1. Provide visible strategic leadership, direction and management for the Commissioning Division within the Children and Education Directorate, setting the vision, priorities and delivery plans for the service.
2. Lead the development, implementation and review of Children's and Education Services commissioning strategies, ensuring decisions are informed by performance data, needs analysis, sufficiency assessments, statutory duties, strategic priorities and the voice of children, young people, families and communities.
3. Provide strategic oversight of commissioning across Children in Care, Special Educational Needs and Disabilities, Education, Alternative Provision, Early Help and wider support services, ensuring a coherent and consistent approach across complex areas of responsibility.

4. Lead market shaping, development and stabilisation activity to ensure sufficient, appropriate, sustainable and high-quality provision is available to meet current and future demand.
5. Maintain oversight of placement sufficiency, specialist provision, Special Educational Needs and Disabilities provision, alternative provision and education place planning, developing long-term solutions that improve outcomes and reduce reliance on high-cost placements.
6. Lead strategic partnership arrangements with education, health, regional partners, government departments, providers and the voluntary sector, promoting integrated commissioning, joint commissioning and collaborative investment opportunities.
7. Identify, negotiate and secure opportunities for joint working or co-commissioning with external stakeholders, including cross-regional and multi-agency groups, to maximise investment and improve system effectiveness.
8. Ensure robust governance, assurance, risk management, business continuity, health and safety, and emergency planning arrangements support commissioning activity across the division.
9. Lead the monitoring, evaluation, contract management and quality assurance of commissioned services, ensuring providers are held to account for performance, quality, safeguarding, contractual compliance, value for money and continuous improvement.
10. Lead the central Contract Management Function, ensuring compliance and positive outcomes through Council contracts held by the team, and maintain the Council's externally published Contracts Register in line with legal requirements.
11. Ensure effective financial planning, budget management, procurement and commissioning arrangements across the division, including oversight of commissioned budgets, contracts, expenditure, savings delivery, financial risks and responsibility for in excess of £200m of commissioning spend.
12. Ensure commissioning decisions deliver value for money, contribute to the Council's financial sustainability and support the development and delivery of the medium-term financial plan.
13. Develop business cases, options appraisals and investment proposals to support strategic decision making, balancing financial risk, statutory responsibilities, organisational ambition and improved outcomes for children, young people and families.
14. Act as principal adviser to the Corporate Director, Directorate Leadership Team and elected members on commissioning, partnerships, market conditions, sufficiency, statutory responsibilities, commissioning risks and emerging opportunities.
15. Drive performance, best value and continuous improvement across commissioned services, supporting evidence-based decision making, inspection readiness and assurance activity.
16. Lead transformation and change programmes that support the overall direction of the Council, the Children and Education Services Target Operating Model and the continuous improvement of services.
17. Demonstrate visible leadership in promoting and embedding Equality, Diversity and Inclusion through commissioning decisions, service developments and partnership activity.
18. Contribute to the Council's corporate responsibility on climate change by considering and limiting the carbon impact of commissioning activity and championing sustainable practice across the division.
19. Represent Nottingham City Council in local, regional and national commissioning forums, building relationships and market intelligence to support innovation, collaboration and improved outcomes.

This is a politically restricted post under the provision of Section 2(1) (c) of the Local Government Housing Act 1989

All senior leaders are expected to:

- Undertake any other duties allocated by the Chief Executive
- Work outside of normal office hours where required
- Participate on an on-call Emergency Response rota if required
- Travel within and outside the city's boundaries when required.

Person Specification: Director of Commissioning and Partnerships

AREA OF RESPONSIBILITY	REQUIREMENT	MEASUREMENT		
		A	AC	D
Vision, Strategy and Delivery	Experience as a senior leader in a large and complex organisation with comparable scope, responsibilities, budget and resources.			
	Evidence of a successful track-record of creating compelling visions and successfully translating clear goals and objectives to deliver outcomes that make a positive difference.			
	Demonstrable experience of developing and delivering commissioning strategies, translating strategic priorities into commissioning intentions and actions that improve outcomes and deliver measurable impact.			
	Evidence of leading major commissioning initiatives and service improvements through effective performance management, securing improved outcomes and best value.			
	Evidence of financial and commercial awareness, strong analytical skills and effective options appraisal to support sound strategic decision making.			
Knowledge	Extensive knowledge of commissioning, procurement, contract management, market shaping and best practice in social care commissioning.			
	Strong understanding of statutory responsibilities relating to children's services, SEND and education.			
	Knowledge of partnership governance, risk management and quality assurance frameworks.			
	Understanding of the challenges and opportunities facing local government and children's services.			
Leading People	Evidence of successfully leading and motivating people and cultivating a culture that creates high performing people and services.			
	Evidence of planning for the future delivery of services, including the effective workforce planning for capacity and capability challenges.			

Equality, Diversity and Inclusion	Strategic understanding of equality, diversity and inclusion, with evidence of developing inclusive services and partnerships that recognise, respect and respond to individual needs.			
Change and Innovation	Evidence of leading major change programmes and implementing rigorous project management approaches in a large, diverse organisation, effectively engaging stakeholders and ensuring best use of resources.			
	Evidence of creating innovative service delivery models that provide efficient, effective and sustainable services.			
Collaboration	Evidence of building, sustaining and achieving successful partnership working with communities, partner organisations, private sector providers, government, public agencies, statutory authorities and voluntary sector partners.			
	Evidence of operating effectively and openly within the democratic process with the political acumen and skills to develop productive working relationships with Councillors that commands respect, trust and confidence.			
Qualifications and CPD	Degree level qualification and equivalent professional experience.			
	Leadership and management qualification and evidence of continuing professional development at senior leadership level.			
	A background or experience of Children's and Adult Services and understanding of commissioning for health priorities			
	Successful experience of building and sustaining partnerships across statutory, voluntary and private sector organisations to deliver shared outcomes.			
	Experience in complex market shaping and development, including effective stakeholder engagement, market strategy and provider development.			

A - Application	**AC – Assessment Centre**	**D – Documentary Evidence**