



## **Post Title: Head of Local Government Reorganisation Implementation (fixed term, 24 months)**

**Grade: SLMG-3 (£72,917 - £81,700)**

### **Job Purpose – Vision & Strategy**

The Head of Local Government Reorganisation (LGR) will support the programme direction, system PMO leadership and oversight for the successful delivery of the LGR programme for Nottingham City Council. The role will help to ensure that the transition to the new Unitary authority is well planned, coordinated, and executed effectively, enabling the delivery of improved services, stronger governance and financial sustainability.

There are currently nine councils providing a wide range of services to residents in Nottingham and Nottinghamshire. You will support the Director of LGR Implementation and effective management of the transition to, and implementation of, a new Council covering Nottingham City. You will build on what the current councils do well, making the most of synergies and making key local government services more efficient and effective for many years to come.

### **Service Leadership Expectations**

#### **Leading People**

1. Translate a clear vision and purpose by inspiring and motivating others and ensure citizens are at the heart of everything we do.
2. Role model visible leadership through living and breathing our values and balancing performance, resilience and wellbeing.
3. Develop workforce plans to ensure services have robust plans for the future capability and capacity needs.
4. Empower others to make appropriate decisions.
5. Builds and supports high performing teams and services through effective support, challenge and feedback.

#### **Change and Innovation**

1. Lead and drive change in a political and challenging public finances context.
2. Explore innovative approaches to deliver services, managing risks and actively being curious of market analysis and benchmarking.
3. Use robust project management principles to organise people and finances, delivering positive outcomes that are on time and within budget.
4. Design and deliver resilient services, responding at pace to re-prioritise objectives in line with the organisation's changing needs.

5. Lead change across services and drive a culture of continuous improvement by encouraging colleagues to share ideas.
1. Work collaboratively across the Council to achieve the best outcomes for the citizens of Nottingham.
2. Lead a culture of collaboration by working across boundaries to break down silos to deliver benefits to the citizens of Nottingham.
3. Proactively harness, develop and seek-out effective relationships to foster the collaborative culture, creating efficiencies and joined-up services to achieve the best outcomes for Nottingham's people.
4. Takes account of the council's priorities when negotiating and aligning resources to deliver services.

## **Equality, Diversity and Inclusion**

1. Actively promote equality, diversity and inclusion through all actions, and positively challenge inclusion measures within the workforce and in the delivery of services.
2. Design and deliver fully inclusive services, demonstrating awareness of the diverse needs of our citizens.
3. Show commitment to attract, recruit and retain an inclusive workforce that represents our citizens and city.
4. Develop and support to release the full potential of all colleagues ensuring fairness, diversity and inclusion in all service leadership practices.
5. Recognise and respect a culture of inclusivity within the organisation where voices are respected, valued and heard.

## **Specific Duties**

1. Strategic Engagement: Support the strategic direction of the reorganisation programme, ensuring alignment with council objectives and setting a clear vision and case for change
2. Interface Management: Enable liaison between members, senior officers, commissioners and external partners.
3. Operational Delivery: Oversee the day-to-day operations of the programme, ensuring timely and effective delivery of all sub-components of delivery
4. Programme Management: Maintain key issues logs, manage risks, and seek out best practices to enhance programme efficiency.
5. Deputising: Deputise for the Director of LGR as required, ensuring continuity in leadership and decision-making.
6. Coordination: Ensure all aspects of the work programme are integrated and coordinated across the council and with partners

7. Member Engagement: Keep council members informed and seek their views on programme progress and decisions.
8. Decision Making & Governance: Undertake all decision-making and governance requirements related to the programme.
9. Consultation: Conduct consultations with citizens and partners to gather feedback and ensure community involvement.
10. Planning and delivery: The postholder will be responsible for LGR system level programme design and implementation, managing complex stakeholder relations across seven councils, partners and communities, ensuring that the transformation is delivered on time, within budget and aligned with key agreed objectives.
11. Change and culture: The Head of LGR Implementation will build organisational capacity, foster a culture of collaboration and innovation, and ensure that risks are actively managed so that the reorganisation delivers its intended benefits.
12. Resource and financial management: Support optimal utilisation of all allocated programme resources, to maintain delivery pace and quality. Enable clear programme planning arrangements to balance capacity and capability across the system level PMO.

AREA OF RESPONSIBILITY	REQUIREMENT	MEASUREMENT		
		A	AC	D
<b>Vision, Strategy and Delivery</b>	Experience as a leader in a large and complex organisation with comparable scope, responsibilities, budget and resources.	✓		
	Evidence of a successful track-record of delivering complex programmes or projects within local government or a similar public sector environment.		✓	
	Evidence of supporting innovative and progressive performance frameworks that drive accountability, balance risk and respect good governance and ensuring understanding at all levels.		✓	
	Evidence of financial and commercial awareness with strong analytical skills and a creative approach to problem solving.	✓		
	Demonstrate an understanding of the current issues and challenges facing local government in general and Nottingham City Council in particular.	✓		
<b>Leading People</b>	Evidence of successfully leading and motivating people and enabling a culture that creates high performing people and services.	✓		
	Evidence of empowering others to take decisions and follow through confident actions, through strong and visible leadership.		✓	
	Evidence of successful strategies in managing your own personal resilience and wellbeing at a leadership level and promoting positive leadership practice.		✓	
	Evidence of planning for the future delivery of services, including the effective workforce planning for capacity and capability challenges.	✓		
<b>Change and Innovation</b>	Evidence of leading major change programmes in a large diverse organisation, bringing others on the journey with you.	✓		
	Evidence of success for supporting innovative service delivery models that continue to provide high quality services within a smaller financial scope.		✓	
	Evidence of implementing rigorous project management approaches to ensure the best use of resources.	✓		
	Evidence of successful cultures of continuous improvement where people feel included and involved in future directional priorities.		✓	

	Evidence of successful partnership working variety of communities, partner organisations, private sector providers, Government, public agencies and statutory authorities.	✓		
<b>Collaboration</b>	Evidence of successfully promoting the interests of an organisation and engaging partners in service delivery.	✓		
	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.		✓	
	Demonstrating an understanding of equality, diversity and inclusion at every level and demonstrative experience in tried and tested methods to develop inclusive services within partnerships.		✓	
<b>Equality, Diversity and Inclusion</b>	Demonstrating a thorough understanding of equality, diversity and inclusion challenges posed by providing quality public services in our multi-cultural city.		✓	
	Demonstrating personal commitment to the equality, diversity and inclusion challenges faced by our workforce and Nottingham's people.		✓	
	Evidence of leading people and services to recognise, respect and value individual needs to achieve a culture of inclusivity.	✓		
	<b>A - Application</b>	<b>AC – Assessment Centre</b>	<b>D - Documentary Evidence</b>	