

## Post Title: Head of Children's Regulated Services

Grade: SLMG 03

### Job Purpose

To develop strategy and vision for the service, the Council and our city. To actively and effectively promote the Council's vision, values, aims, objectives and priorities to partners, national and local stakeholders, employees and Nottingham's citizens.

A key success measure in this role will be to provide service leadership and translate this into clear goals and objectives to deliver outcomes that make a positive difference to people's lives, supporting the practical alignment of policy decisions of executive councillors and ensuring there is clear alignment in all plans. To work collaboratively under the direction of the DCS (Corporate Director for People), with the Director for Children's Integrated Services, the Children's Leadership Team, Councillors, Colleagues and Partners to support the creation of the right conditions for high performing services and support our corporate ambitions for Nottingham to be a world-class city.

To be accountable for delivering on the Council Plans and to take a lead role in robust decision making through the promotion of good governance and effective options appraisals that balance financial risk and organisational ambitions and promises.

### Service Leadership Behaviour Expectations

As a service 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.
- **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.
- **Change & Innovation:** by driving changing and a culture of continuous improvement, exploring new and innovative ways to design and deliver services.
- **Collaboration:** by working across boundaries, building relationships and creating joined up services to deliver the best services for the people of our city.

### Specific Duties

1. Deputise for the Director, Children's Integrated Services as required and contribute strategically to the direction, leadership, development and management of the portfolio and other service areas to deliver agreed targets.
2. To provide strategic and service leadership, robust management and decision making to Children's Integrated Services Division. Specifically ensuring high levels of performance within and across Children's Regulated Services to enable

and support forward thinking and innovative frontline service delivery across the Council and with partners.

Responsible for the following functions:

- Nottingham City Council's Children's Homes
- Nottingham Semi-Independent Provision
- Fostering Service
- Corporate Parenting functions
- Work closely with the Children's Social Care Complaints Team

3. Be responsible and accountable for meeting strategy and Ofsted requirements and regulations relating to provider services main areas and ensuring the well-being of children and young people and the delivery of the future outcomes. To be a key member of the Children's Leadership Team, establishing effective relationships across Children's services, throughout the Council, with our Safeguarding Partnership and with our partners to achieve strategic and service leadership and impact through matrix management as well as direct delivery.
4. To lead and manage the strategic development of Nottingham City Children's Homes and Semi-independent provision and the Fostering Service. The post holder must ensure that services that are delivered in accordance with National Minimum Standards and respond to changes in legislation, scanning horizons to anticipate and adjust for possible changes.
5. To lead and deliver demonstrably high quality and effective Fostering services, including timely and effective Fostering panels, and to take lead responsibility for the recruitment, retention and training of high-quality internal foster carers. To lead on partnership arrangements with the Regional Adoption Agency to ensure delivery of high-quality adoption services.
6. To lead the provision of Children's Residential Care and Semi-independent settings, ensuring statutory requirements are fulfilled and that each provision delivers high quality, safe care. To meet the standards to be the Responsible Individual for Residential Care and to be the Responsible Individual for Fostering.
7. To jointly lead work on behalf of the department that ensures cost-effective placement sufficiency, including chairing regular placement panels which will review spend on external placements to ensure they deliver best value.
8. To take a strategic lead on children's placements, working closely with commissioning colleagues to ensure effective commissioning take place, alongside operational levels of authorisation on individual packages to ensure good quality, efficient matching.
9. To be jointly responsible for ensuring the effective implementation and provision of essential health services for Children in Care and Care Leavers, working with both internal colleagues and those in the integrated Care Board (ICB), to ensure strategic relationships are effectively delivering timely and appropriate services.
10. To work jointly to develop integrated service/partnership arrangements (e.g. with the Virtual School) which maximise outcomes for Children in Care and care leavers, acting as their champion to ensure that they have access to a good

school, further education/training opportunities, suitable accommodation and other relevant support.

11. To have lead responsibility for ensuring the provision of good quality Advocacy services to children in care, care leavers and child protection.
12. To have lead responsibility for ensuring the provision of good quality Independent Visiting services to children in care.
13. To be responsible for the delivery of high-quality Child and Adolescent Mental Health services for Children in Care.
14. To show commitment to the delivery of Corporate Parenting responsibilities within the City Council.
15. Take a lead role in developing services that effectively respond to national and local policy. This will involve ensuring the service is fit for purpose, undertakes quality, timely assessments and is supportive of a seamless provision of services.
16. To develop an outcome focused quality assurance regime across all the services the post holder is responsible for.
17. To be responsible for managing change in response to the Government's Agenda for Social Care, ensuring that citizens are at the heart of service provision, and that service users are involved in service design.
18. To be jointly responsible for ensuring the effective implementation and provision of essential health services for Children in Care and Care Leavers, working with both internal colleagues and those in the integrated Care Board (ICB), to ensure strategic relationships are effectively delivering timely and appropriate services.
19. To act as the fostering or adoption agency decision maker as required.
20. To lead innovation in the delivery of services, managing resources in the most effective way and ensuring service delivery is aligned to Strategic Plans, with clear objectives that are managed through relevant performance arrangements with appropriate governance.
21. Contribute to our corporate responsibility in relation to climate change by considering and limiting the carbon impact of activities within your leadership role and championing this work through Children's Home, Semi-Independent Accommodation and Fostering service.
22. To develop and embed policy and systems to effectively and safely prioritise work with citizens given increased demand and complexity of need.
23. To ensure the council's equality, diversity and inclusion strategy and associated action plans are embedded within service delivery.

**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.

**Job Profile and Person Specification produced August 2023, updated September 2025.**

## Person Specification: Head of

AREA OF RESPONSIBILITY	REQUIREMENT	MEASUREMENT		
		A	AC	D
<b>Vision, Strategy and Delivery</b>	Experience as a service leader in a complex organisation with similar responsibilities, budget and resources.		✓	
	Evidence of a successful track-record of creating a vision for service delivery, translating clear objectives to deliver outcomes that make a positive difference.	✓	✓	
	Evidence of successful involvement in building the reputation of services and inspiring people to deliver continuous improvement.		✓	
	Evidence of driving 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 cultivating 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 role modelling this 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 change programmes, bringing others on the journey with you.		✓	
	Evidence of innovative service delivery models that continue to provide high quality services within a smaller financial scope.	✓	✓	

	Evidence of leading services or teams and experience of having to re-focus service priorities at pace following changes outside of the organisation's control.	✓	✓	
	Experience of developing cultures of continuous improvement where people feel included and involved.		✓	
<b>Collaboration</b>	Evidence of working successfully in partnership across different sectors and fostering / harnessing partnerships.	✓	✓	
	Evidence of actively working to develop a culture of collaboration.		✓	
	Understanding of how to operate effectively and openly within the democratic process with the political acumen and ability/skills to develop productive working relationships with Councillors and to speak truth to power.		✓	
<b>Equality, Diversity and Inclusion</b>	A deep understanding of equality, diversity and inclusion at every level and demonstrative experience in tried and tested methods to deliver inclusive services.	✓	✓	
	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 developing people and services/teams recognise, respect and value individual needs to achieve a culture of inclusivity.	✓	✓	
<b>Role related requirements</b>	Detailed knowledge of statutory responsibilities and national policy within Children's Services and detailed understanding of the government's agenda for modernising children's services.		✓	
	Evidence of establishing and leading a strong performance culture and effective performance and service quality evaluation that involves improving standards and performance.		✓	
	Proven experience of managing at a senior level in front line children's social care settings, including those managing child protection and children in need services, including experience with Ofsted inspections.	✓	✓	
	Demonstrable recent experience of delivery of the statutory responsibilities in relation to children's social care, including that of a regulated setting under national minimum standards.	✓	✓	
	Ability to manage risk in protecting children and young people and specifically, experience of leading key activity in relation to safeguarding inspection frameworks.		✓	
	Significant experience of leading and managing children's and young peoples' city-wide strategic projects including the delivery of programmes of work in response to legislation affecting the health, wellbeing and safeguarding of children and their families.		✓	
<b>Qualification requirement</b>	Appropriate professional qualification as a registered Social Worker (with Social Work England), e.g. DiPSW,			✓

	CQSW, Social Work degree or CSS			
	Appropriate management qualification e.g. DMS, MBA or equivalent or willingness to work towards this			✓
<b>A - Application</b>	<b>AC – Assessment Centre</b>	<b>D – Documentary Evidence</b>		

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