



Job Description – Strategic Director, Place (SD1)

Accountable to: Chief Executive Officer

Responsible for: Department of Place

PURPOSE OF JOB

- Provide strategic and inspiring leadership across the service, in a way that puts the needs and aspirations of our citizens at the heart of everything we do and builds a culture of achievement and excellence in delivering real outcomes
- Build, nurture and sustain effective multi-agency partnerships across the locality ensuring the delivery of needs-led integrated, joined-up, fit for purpose and responsive services
- Create, encourage and role model a culture of achievement and excellence in service delivery

The Strategic Director Place is a key member of the Corporate Management Team (CMT); and this role will contribute to collaborative, corporate working.

Corporate responsibilities

1. As a member of the Council's Corporate Management Team, provide strategic leadership, direction and service expertise to Elected Members in the development and delivery of corporate Council Priorities and transformation Agenda in consultation with all locality partners.
2. Communicate and promote the Council's vision for the district both locally and regionally with our partners to raise Bradford's profile. Project the image and corporate identity of the Council within and outside of the district.

3. Contribute to the delivery of effective and accessible services against changing demands and external challenge through efficiencies and service improvement by embedding the principle of value for money throughout service design and delivery - with a particular emphasis on efficiency and productivity.
 4. Be collectively responsible and accountable for the delivery of the Council's transformation programmes.
 5. Ensure effective performance management and continuous improvement across the Council and the District partnership securing optimum outcomes and continuous improvement for Citizens of the District.
 6. With CMT colleagues proactively champion increasing organisational capacity and productivity through strategic workforce planning, provision of good people management and organisational development principles are implemented across all services.
 7. Champion social inclusion, equity, inclusion and diversity both across service provision and employment.
 8. Champion, promote and role model effective employee engagement, communication with, and the Health and Safety and Well-Being of the Bradford workforce in compliance with Council Policy and Legislation.
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Department focused responsibilities

1. Build an effective relationship with the Lead Executive Member for Place that enables members to fulfil their political leadership role and advocate for the Council.
2. Provide the necessary strategic leadership for the development, maintenance and implementation of any improvement plans as may be required and ensure that clear and measurable milestones to achieve improved outcomes are identified and delivered.
3. Provide clear leadership to the Department's workforce that promotes their development and provides a framework through which first class performance is the norm and innovation and improvement is a fundamental part of the culture.
4. Provide effective strategic management and be accountable for the department finances in accordance with council Standing Orders and Financial Regulations.
5. Ensure that all decisions made across the Department are based on sound risk management principles which comply with Council procedures and processes within its financial, legal, ethical and statutory frameworks.
6. Learning through Co-vid and other local and national events, ensure that effective disaster plans and business continuity arrangements are in place and constantly reviewed to take into account a range of events.
7. Lead the implementation of economic strategy including the continued regeneration of our city and town centres and the promotion of Bradford to investors, businesses and skilled workers.

8. Own strategic relationships with partners, local communities and key stakeholders, working together to deliver a high-value, high-skill economy driven by innovative and productive businesses that delivers growth, jobs and opportunity for all.
9. Establish and foster relationships with city, region and national partners to increase investment in our transport infrastructure improving transport links across the UK enhancing our offer nationally and internationally.
10. Lead on the development of the image of the District's culture, heritage, arts, environment and leisure activity. Locally, Regionally and Nationally.
11. Responsibility for development and implementation of environmental strategies covering energy use, resource utilisation and purchasing, leading to improvement in performance.
12. Lead on the development of policies for sustainability, collaborating with partners to achieve improvement in the District and working to develop sustainable development in the Yorkshire and Humber region. Work with the Environment Partnership to further the District Wide Environmental Strategy and influence its implementation.
13. Lead and shape the Council's strategic development plan, including housing growth and our renewable energy offer.
14. Be accountable for developing the Council's approach to tackling child sexual exploitation, domestic violence, modern slavery (including human trafficking) and extremism in all forms.
15. Ensure the Council's response to antisocial behaviour and crime in key areas is forceful and decisive.
16. Deputise for the Chief Executive where necessary and ensure those duties are taken out in line with organisation values.
17. Undertake any other duties that may be necessary to support the delivery of the Bradford Council plan.

Person Specification – Strategic Director, Place

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Guidance Note

This post is underpinned by the Bradford Senior Management Competencies Framework for Strategic Directors, Directors, Deputy Directors and Assistant Directors.

The experience, knowledge and skills and personal qualities highlighted in this person specification are priority areas. However, post holders are expected to be able to demonstrate that they align with all aspects of the competencies framework.

Section 1 – Experience

1. Demonstrable and successful track record of working at a senior leadership level in and working collaboratively to lead and embed a high performance culture.
2. Successful experience of working in a complex political environment with multiple stakeholders including but not limited to, elected politicians, senior officers, multi-agency partners and communities.
3. Evidence of large scale transformational experience either in response to regulatory input or internally driven need for change, which delivers sustainable change over the longer term.
4. Experience of establishing whole system, multi-agency working for effective design, development and delivery of needs-led services that address the needs and aspirations of our communities.
5. Extensive experience of working at a strategic and corporate management level with proven contribution to developing appropriate governance frameworks, strategies and policy.
6. Experience of successful strategic and operational resource and budget management, including the evaluation of competing priorities and the application of rigorous but appropriate management control arrangements.
7. A history of promoting and delivering proactive, and innovative solutions to deliver inclusive and equitable outcomes to address any inequities that exist across the District.

Section 2 – Knowledge and skills

1. Evidence of a professional, academic or management qualification.
2. Appropriate and current membership of a professional or regulatory body.
3. Demonstrable evidence of ongoing professional and personal development.
4. Extensive knowledge of relevant National, Regional and Local Government issues, developments and best practice
5. Thorough understanding of appropriate statutory, regulatory, strategic and operational frameworks relevant to the post.
6. Maintain and apply an up to date knowledge of current thinking and developments with an ability to maximise contribution to the council as a whole by being aware of broader Council and other local public services.

Section 3 – Personal qualities

1. Strategic thinking combined with a strong commitment to working corporately balanced with operational experience and accountability for large scale service delivery.
2. Demonstrates an inclusive, collaborative and engaging working style.
3. Highly developed communications skills that are able to convey information to a range of audiences in a way that secures ongoing engagement with colleagues and citizens.
4. Exceptional networking, partnership, negotiations, influencing and advocacy skills.
5. A commitment to openness, transparency, approachability, diplomacy and building positive working relationships.
6. Commitment to collaborative working and the capacity to challenge and be challenged.
7. Demonstrable commitment to inclusion, equality and equity.
8. Professional and personal integrity and prepared to speak truth to power.

SENIOR MANAGEMENT COMPETENCIES FRAMEWORK FOR STRATEGIC DIRECTORS, DIRECTORS, DEPUTY DIRECTORS AND ASSISTANT DIRECTORS

Leadership	Developing High Performing People and teams	Delivering Successful Performance	Project and Programme Management.
<p>Our managers motivate their staff to exceed expectations through raising their awareness of goals and moving them beyond self-interest for the sake of the team or service. They consider serving the District in all that they do.</p> <p><i>Behaviours which demonstrate this:</i></p> <ul style="list-style-type: none"> • Develops policy & strategy and takes corporate decisions based on systematic analysis of data • Sets and communicates clear vision, values & direction in order to achieve client focused outcomes and put the citizen at the heart of what we do • Applies a finely tuned political antenna and understanding of democratic process to advise Elected Members • Demonstrates understanding of public sector functions and processes, corporate accountability and citizen accountability • Enables joint partnership working based on collaboration, clear governance, accountability and agreed responsibilities at Council and partnership level • Ensure that the Council is financially sound by planning & utilising finances effectively to deliver strategic priorities • Inspires confidence, acts with integrity, listens and considers differing needs • Promotes the general well-being of the District's communities & citizens and enables community engagement & cohesion. 	<p>Our managers coach individuals and teams to achieve their potential and take responsibility for continuous improvement. They champion the Council's values and goals.</p> <p><i>Behaviours which demonstrate this:</i></p> <ul style="list-style-type: none"> • Persuasive & articulate communicator with the ability to present ideas on a wide range of issues • Creates a District-wide focus by supporting cross-service teams and enhancing customer focus • Effectively leads multi-functional teams by creating & maintaining good working relationships & motivation • Demonstrates good people skills by promoting a productive environment • Creates high performance by building team commitment & empowerment and nurturing innovation, creativity and questioning • Improves longer term capacity through workforce planning, development, succession & career plans and appraisal • Manages social diversity fairly and sensitively by promoting inclusive behaviour, equality of opportunity and employee wellbeing • Works constructively with Trades Union on complex issues • Demonstrate understanding of roles, responsibilities and legislative requirements of workforce planning and training. 	<p>Our managers monitor performance of services, teams & individuals against targets & celebrate great performance. They promote the District's vision & work to achieve Council's values & agreed outcomes.</p> <p><i>Behaviours which demonstrate this:</i></p> <ul style="list-style-type: none"> • Moves the Council forward by planning, commissioning, securing and monitoring outcome focused services to meet District needs and achieve value for money • Develops productive strategies & data to guide work with key internal & external partners • Demonstrates the ability to achieve and sustain measurable improvements and transformational change whilst ensuring economy, efficiency and effectiveness • Contributes to local, regional & national strategies by engaging with people at all levels from customer to minister • Works with partners & community groups to maximise use of resources to create beneficial outcomes and sustainable communities • Implements and uses systems to control complex operations and creates well defined performance management reporting systems • Seeks opportunities to celebrate great performance and make results known • Uses external challenge to drive organisational & service improvement and productivity. • Applies multi-agency/multi-disciplinary/partnership working including private sector/third sector, where appropriate, within the Council framework to deliver outcomes. • Able to facilitate partnership working to develop and implement strategies that deliver improved outcomes for local citizens. 	<p>Our managers work to ensure that outcomes and objectives are achieved within desired timescales, make best use of resources and take a positive approach to contingency planning.</p> <p><i>Behaviours which demonstrate this:</i></p> <ul style="list-style-type: none"> • Understands the impact that major projects have on different communities • Creates and communicates a picture of the long-term needs of the community • Involves those affected in the planning processes • Brings together elected members, partners and the community to develop strategic plans and solutions • Makes effective use of natural resources, physical assets and people to meet current and future corporate priorities, standards and deadlines • Creates well defined projects and programme management processes • Utilises budget profiling to maintain financial grip, achieve efficiencies, savings and benefits realisation • Develops a climate which values planning, takes account of risk, avoids crisis management and operates within the Council's legal & ethical frameworks • Manages ambiguity and uncertainty and demonstrates commitment and tenacity • Starts with the outcome in mind. Ends by reviewing the actual against what was planned.