



## JOB DESCRIPTION

<b>Role</b>	<b>Director of Strategy and Planning</b>
<b>Reports to</b>	<b>Chief Executive</b>

### Context

The Combined Authority is a new organisation, established in March 2017, with a vision to make Cambridgeshire & Peterborough the leading **place in the world to learn, live and work**.

A lean, agile and effective organisation, we focus on delivering key ambitions for the Combined Authority which include:

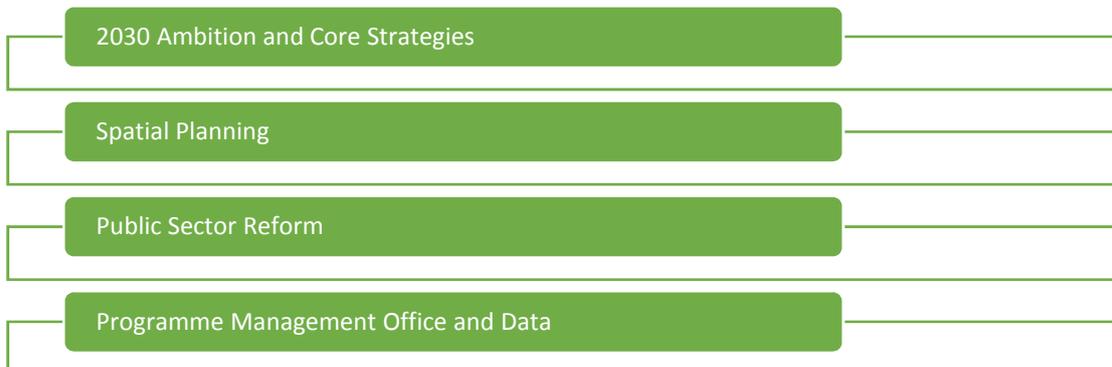
- ) doubling the size of the local economy
- ) accelerating house building rates to meet local and UK need
- ) delivering outstanding connectivity - transport and digital
- ) supporting businesses to achieve significant growth
- ) providing the UK's most technically skilled workforce
- ) expanding international trade
- ) transforming public service delivery

To bring these plans to life we are making a number of key strategic appointments.

### Job Purpose

Provide the central design authority for the Combined Authority's 2030 future ambitions. Ensure all strategies and plans for the region are aligned. Design and oversee successful implementation of the area's 4-year plan.

### Core Focus





## Key Responsibilities

- ) Lead strategic and spatial planning, facilitating the Combined Authority's 2030 future ambitions, working with leaders and members of constituent authorities and CA directors.
- ) Lead on devolution for the Combined Authority, identifying further deals to create greater, local autonomy for the region and further funding from central government.
- ) Drive assurance for the delivery of strategic programmes, working closely with other strategic directors in terms of projects, programmes and the CA's devolution commitments.
- ) Deliver data and insight for all Combined Authority activity to inform policy and strategy development.
- ) Lead on performance reporting across all programmes and activity to the Combined Authority Board and Central Government at checkpoints and gateways.
- ) Ensure the CA's corporate requirements are consistently met, including business planning, performance management and budget monitoring

## Partnerships

Work in partnership with business and the private sector, and with national and local public sector organisations to co-ordinate delivery of the regions strategic plans, including:

- ) Employers and representative groups in key sectors and clusters in the region and beyond.
- ) National Government - developing productive relationships that work for the region with national agencies and departments including the Ministry for Housing, Communities and Local Government.
- ) Local Public Service Organisations – including Local Authorities, Health, Police and Fire within the area, managing partnerships supported by a shared strategic agenda.
- ) Universities, Colleges and other training and skills providers.

## Core Director Responsibilities

- ) Lead the development of strategy, policy and planning.
- ) Head the delivery of the Combined Authority 4 Year Plan – ensuring all aspects are co-ordinated including commissioning activity and/ or working with lead partners.
- ) Ensure adherence to Combined Authority's Assurance Framework in all programmes and activity.
- ) Lead a focused and high performing team, regularly reporting on outcomes, outputs and delivery.
- ) Act as an ambassador for the Combined Authority on appropriate internal and external bodies and at relevant committees and meetings.
- ) Provide direct support to the Mayor, Combined Authority Board and Business Board Directors.



## Person Specification

### Leadership Behaviours

- J Expansive, creative business thinker – thinks outside ‘tried and tested’ models or approaches
- J Exceptional communicator and relationship-builder that generates confidence in colleagues, members and senior business stakeholders
- J Strong political awareness – able to assimilate and navigate political context with skill
- J Highly adaptable - to changing circumstances and demands
- J Collaborative – works productively with peers, team and others
- J Motivated – driven by personal and organisational achievement

### Qualifications and Knowledge

- J Strategy development – in both public and private sectors
- J Significant knowledge and understanding of UK public services (local and central) – policy, funding streams, public service reform and the devolution agenda
- J Successful track record of leading and managing strategic programmes which cross organisation and service boundaries
- J Strategic business planning acumen
- J Expertise in effective, outcome-based performance reporting at a strategic level
- J Degree level or equivalent standard of general education

### Experience

- J Successful track record at senior management level within an organisation of comparable scope and complexity
- J Proven track record in the formulation and delivery of programmes in an organisation of comparable scope and complexity
- J Proven track record and demonstrable credibility in developing strong, productive partnerships and relationships
- J Significant experience and demonstrable success in delivering growth
- J A successful track record of engaging effectively with others at a senior level and building productive partnerships with key stakeholders.
- J Understanding of key local government politics, political structures and culture

### Political Restriction

This post is politically restricted under the Local Government and Housing Act 1989, as amended by the Local Democracy, Economic Development and Construction Act 2009 and the post holder may not have any active political role either in or outside of work.