



Deputy Director Integrated Commissioning

Candidate information pack

WELCOME

Thank you for showing an interest in the role of Deputy Director Integrated Commissioning at Leeds City Council. I would like to share with you some information regarding the role and our ambitions for Leeds.

Leeds is a large, contemporary, and thriving city - and these words equally apply to the council. With over 14,000 staff delivering hundreds of different services to a population of 812,000 people, we work in a complex, diverse, and fast-paced environment.

We are ambitious. [Our Best City Ambition](#) is our overall vision for the future of Leeds. At its heart is our mission to tackle poverty and inequality and improve quality of life for everyone who calls Leeds home.

We will achieve our mission by focusing on improving outcomes across the three Pillars of the Best City Ambition:

- Health and wellbeing
- Inclusive growth
- Zero Carbon

Our three Pillars are at the centre of the Best City Ambition. They capture the things that will make the biggest difference to improving people's lives in Leeds – and many of the big challenges we face and the best opportunities we have relate to all three.

Our Organisational Plan sets out our vision to be the best council in the best city, with our staff supported to understand what we do, why we do it, and how we can all work together to achieve our ambitions and values. We are currently in the process of undertaking an Organisational Design Review into Commissioning and it has been agreed that we will work towards embedding a single professional lead in this service that will provide co-ordinated and networked capacity across the organisation and the aim is for this leadership responsibility to be incorporated into this role in the future.

As Deputy Director Integrated Commissioning you will be integral to the leadership team in our Adults and Health directorate, as well as holding a key role at the heart of the health and social care sector in the wider city and be a key part in the above direction of travel.

Thank you for taking the time to find out more about this opportunity to make a real and positive

Tom Riordan CBE

Chief Executive, Leeds City Council





Deputy Director Integrated Commissioning

£106,229 to £116,652

As Deputy Director of Integrated Commissioning, you'll thrive on taking the lead in bringing partners together to ensure our city can provide the best health and social care for residents who need support.

This role is an opportunity to transform lives for the better. Your strategic leadership on social care related commissioning will reach right across the city. You will champion initiatives within the council and beyond to implement high quality services for the biggest impact on people's lives in the city.

The Deputy Director of Integrated Commissioning is based in the Adults and Health directorate at Leeds City Council and is jointly funded by the council and the Integrated Care Board (ICB) in Leeds. The postholder has joint and direct responsibility for a comprehensive, evidence based commissioning strategy, to shape services that respond to citizen voice and comply with all necessary regulations, standards and governance, from local to national level.

Our [Better Lives Strategy](#) is central to everything we do in Adults and Health. Reflecting our belief that everyone has the right to a good and fulfilling life, the strategy sets out our plans and priorities to help everyone with care and support needs to live the life they want to live. We can't do this alone; the strategy stresses the importance of connection and collaboration with health partners, all working as a team for Leeds.

Leeds City Council is one of the largest employers in the region with over 14,000 employees. We seek to recruit and develop talented individuals who embody our [council values](#) and [ambitions](#).

About you

As a Deputy Director of Integrated Commissioning, you will bring to the role:

- in-depth knowledge of health and social care, through a combination of professional accreditation or a relevant degree and significant experience at a senior level in the sector
- demonstrable leadership skills and strategic planning ability, with evidence of delivering transformational change to achieve service improvement goals agreed with all stakeholders.
- a collaborative and innovative approach, understanding of the political context and governance framework and the ability to foster productive partnerships in a multi-agency environment.
- decisive problem solving and strong judgement to identify opportunities, address issues and drive continuous improvement, promoting a high-performance culture across the service.
- a record of successful delivery and a multi-disciplinary approach in planning and directing strategic programmes involving partners, citizens and communities, with a clear focus on better outcomes for local people
- excellent resource management to ensure financial integrity within the service and maximise value for money, whilst complying with all regulatory and statutory requirements

About the role

As our next Deputy Director of Integrated Commissioning, you will be integral to the leadership team in our Adults and Health directorate as well as holding a key role at the heart of the health and social care sector in the wider city.

With your leadership skills, expertise and sector insight, you will spearhead a whole-system approach to commissioning, focused on the outcomes that best meet the needs of local people. Through excellent communication and negotiation, you will influence the strategic direction of services in the city and establish positive, sustainable working relationships for long-term benefit.

To apply, please upload your CV and personal statement on the Leeds Jobs site ensuring your application reflects the requirements of the role as outlined in the job profile.



JOB PROFILE

Job purpose

The Deputy Director Integrated Commissioning will provide strategic leadership on social care related commissioning, providing advice and expertise to decision makers across the Council. Working with key partners at national, regional and local level to champion the initiatives within the organisation and support the delivery of real change across the city. This post is accountable to both Leeds City Council's Adults and Health Leadership Team and the Integrated Care Board (ICB) in Leeds, reporting to the Director of Adults and Health and working extensively with the ICB in Leeds through matrix management.

With an emphasis on strong leadership, this role operates within the context of the Best City Ambition, and the city's broader strategic objectives.

Responsibilities

- Lead on the provision of commissioning functions for all Adult Social Care, housing-related support services, Public Health services and commissioning of services from the third sector.
- Ensure an evidence based, coherent and comprehensive commissioning strategy is in place which supports Health and Wellbeing priorities and local, regional and national requirements, governance arrangements and standards.
- Take the lead for contract compliance and quality improvement and quality assurance functions relating to all the commissioned services.
- Oversee the strategic use of council assets and directly provided services, to ensure that they operate in line with the strategic commissioning needs of the council.
- Lead on commissioning mental health and learning disability services, including NHS mental health and learning disability provider contracts and a range of third sector contracts.

- Lead on delivery of services and pathways that reduce or delay hospital admissions, and those that support hospital discharge across all areas of resident need.
- Lead on the implementation of integrated commissioning plans and strategies across the health and care system for adults.
- Actively drive and deliver continuous improvement initiatives taking the strategic lead in developing the service in the context of city, regional and national priorities.
- Lead managers within the service to develop a high performing workforce and manage resources to achieve service and overarching objectives in line with the city's agreed prioritisation.
- Provide strategic leadership, delivering advice and expertise to decision makers across the Council.
- Work with key partners at national, regional and local level and in collaboration with colleagues and partners support the delivery of real change across the city.
- Lead, promote and deliver positive solutions to achieving diversity and inclusion in all aspects of service delivery, community engagement and human resource areas, focussing on equality of outcome.
- In line with the Budget Management Accountability Framework, ensure that effective budget management and control takes place across your service, the planned level and quality of service provided for within the revenue and capital budgets are delivered and that budget pressures are resolved.
- The duties outlined are not meant as an exhaustive list and will also comprise any other duties within the spirit of the post commensurate to the grade.

Qualifications

Relevant degree qualification or substantial experience in working in this field together with substantial senior leadership and management experience.

Working Context

Post holders will work flexibly both at home and at various locations across the City and region. All colleagues should work in line with our hybrid working principles and spend regular time in the workplace to support service delivery, meeting the needs of the team and the requirements of their individual role. The hours are worked mainly Monday to Friday. However, the post holder will be expected to work outside normal working hours, including attendance at evening/weekend meetings or events if required to meet the needs of the service.

Essential requirements

It is essential that the candidate should be able to demonstrate the following criteria for the post. Candidates will only be shortlisted for interview if they can demonstrate that they meet all the essential requirements.

- Comprehensive knowledge of the legislative, strategic and policy context within which health and adult social care operate and the strategic issues that face integrated work.
- Experience of delivering an evidence based, outcome focussed approach to commissioning that enables the maximisation of a whole system approach to meeting the needs of local residents.
- Experience of strategic market management and market shaping to ensure that provider organisations are able to develop in line with strategic objectives.
- Substantial experience of ensuring that the resident voice is central to all commissioning activity.
- Evidence of acting as a catalyst for change and innovation across all areas of commissioning.
- Comprehensive knowledge and understanding of the current local, regional and national issues and the legislative and political context relating to the commissioning of adult social care and health services.

- Evidence of working with partners and key stakeholders and of forging and driving successful partnership programmes to deliver cross sector priorities and outcomes.
- Excellent communication skills with the ability to influence, negotiate and establish credibility across sectors to enhance reputation and form positive relationships.
- Experience of successful leadership and management of large scale complex change programmes with an understanding of the strategic issues that face integrated work.
- Evidence of ability to make reasoned and logical decisions allied with high level organisational skills.
- Significant successful senior leadership experience.
- Substantial experience of operating in a political environment.
- Extensive experience of exercising sound judgement and providing clear advice at senior level.
- Experience of developing and implementing highly complex strategies leading to successful outcomes.
- Demonstrate knowledge of applicable legislation, regulations, policies, inspections and performance information and relevant strategic functions e.g. health, safety and security, confidentiality and data protection.
- Detailed knowledge and understanding of economic strategy and policy, understanding of local government political systems and experience of working on politically sensitive issues including significant experience of developing productive working relationships with Council Members, trade unions and Corporate Leadership Team.

Behavioural & other Characteristics required

- Understand and embrace [Leeds City Council Values and Behaviours](#) and codes of conduct.
- Committed to continuous improvement in all areas and work towards delivering the [Best City Ambition](#) of Health & Wellbeing, Inclusive Growth and Zero Carbon.
- Be aware of promote and comply with Leeds City Council policies and procedures e.g., health, safety and security, confidentiality, and data protection.
- Be aware of and support difference ensuring equality for all working in an anti-discriminatory manner, upholding, and promoting the behaviours, values and standards of Leeds City Council.
- Recognise and appropriately challenge any incidents of racism, bullying, harassment, victimisation, and any form of abuse, ensuring compliance with relevant policies and procedures.
- Able to understand and observe Leeds City Council equality and diversity policies.
- Comply with duties as a leader, under the Health and Safety at work Act, Leeds City Council Health, Safety and Wellbeing Policy and supporting standards, values and behaviours.

Date Job description last reviewed: March 2024

ABOUT LEEDS CITY COUNCIL

We are a politically led organisation, with a responsibility for providing local services and facilities. There are 99 elected councillors across the city to represent our citizens at a local level and help drive change for the better.

We are proud of the work we do every day to deliver for our city, from keeping our streets clean to delivering major cultural and sporting events, and much more.

Whilst the [Best City Ambition](#) outlines our vision to be the best city in the UK, how we progress our ambitions is as important as what the ambitions are.

Our employees talk about the pride they feel in the work they do and in making a difference. In return for their dedication and contribution we offer a workplace where people feel supported, that celebrates difference and encourages everyone to grow like the city we love.

As with all other local authorities, the council faces financial challenges and demographic pressures. However, we continue to maintain high levels of performance and are making progress to deliver our priorities.



OUR VALUES

Being open, honest and trusted — that's what our council is built on. Our aim is to recruit and develop talented people who share our council values and ambitions.

Our values and behaviours guide our individual approaches to our work, shape our working relationships with our colleagues and partners, and ensure we continue to move towards being a more efficient, enterprising, healthy and inclusive organisation. These complement the wider Team Leeds approach, set out in the [Best City Ambition](#). Supporting and underpinning the values and behaviours within the organisation is a proactive approach to internal communications engagement which reaches all council staff as well as the leadership and management cohort. The framework guiding this approach is below.



OUR CORPORATE LEADERSHIP TEAM

Chief Executive
Tom Riordan

Director of Adults &
Health

Director of Children &
Families

Director of Strategy &
Resources

Director of City
Development

Director of Communities,
Housing & Environment

Director of Public Health





THE ADULTS & HEALTH DIRECTORATE TEAM

We are a passionate, friendly, and inclusive team who work together every day for the employees of Leeds City Council and the people of Leeds.

Adults and Health are responsible for co-ordinating public health and social support services across the city. Teams are dedicated to ensuring every person in Leeds can live a fulfilled, healthy life as independently as possible. We support older people; people with mental health problems, sensory impairments, physical disabilities, or learning disabilities; and other people with special needs. We also have a responsibility to protect people from abuse and neglect.

The Adults and Health directorate is one of five directorates across Leeds City Council and covers the areas of Social Work and Social Care, Health Partnerships, Transformation and Innovation, Integrated Commissioning, Public Health and Resources and Strategy.

Social Work and Social Care

Within social work and social care services our different teams share an overarching goal – [better lives](#) for people in Leeds with care and support needs.

We work collaboratively with individuals by drawing on their own strengths and assets to determine an outcome and promote a good and fulfilling life for them. We also have a responsibility to protect people's health, wellbeing and human rights and enable them to live free from harm, abuse and neglect.

Health Partnerships

The Health Partnerships Team works across the city to promote system leadership, connected strategy, collaboration and integration. The team is responsible for the Health and Wellbeing Board and Health and Wellbeing Strategy, managing citywide partnership governance and leading a number of projects covering integrated working with health, the third sector, wider determinants and academia. The team develops partnership approaches that bring together teams to work on key strategic and operational priorities, for example delivering the mental health strategy, aligning economic and health priorities and shaping approaches to the third sector and healthy communities, housing and employment.

Transformation and Innovation

Our transformation and innovation team has an eye to the future so that we can embrace new ideas to improve delivery and outcomes in Adults and Health. In transformation and innovation we provide a support function across Adults and Health, delivering a range of activity to improve efficiency and effectiveness. We help to redesign services, maximise the use of digital technology and drive innovation. We also lead on the delivery and development of Asset Based Community Development (ABCD) in partnership with third sector partners. This neighbourhood-based approach harnesses the strengths and capacity of the people who know best what change will benefit their communities – the residents themselves. ABCD is a key strategic programme for the council, embedding strength and asset based working in adult social care and the wider organisation.

Integrated Commissioning

In the integrated commissioning team we plan, purchase and monitor high quality services to be delivered by the wider Adults and Health team. We commission health and social care services that address health and social inequality and support people to live healthy, independent and fulfilling lives. We create integrated systems that provide a clear pathway to support and care for older people, adults with physical and learning disabilities, people with substance misuse issues and those in housing need.

Our overarching goals are to design services that meet local needs, are fair and accessible to all who need them and deliver good value for money. We are always reviewing what we do, driving continuous service improvement through consistent contract, quality and performance management.

Public Health

We want Leeds to be a healthy city for all ages and all communities. In public health we look beyond health services at the wider issues that contribute to illness and impact people's wellbeing. As public health professionals we work with and for the communities we serve to make sure that no community is left behind. We educate and empower individuals to lead healthy lives. We consider how the environments we live, work and grow old in can affect people's health and we find ways to remove barriers and facilitate access to high quality services.

Within the wider public health team our individual teams have a specific area of focus to reflect the diverse health needs of the population we serve.

The scope of our teams includes older people and long-term conditions, healthy living and health improvement, children and families, health protection and sexual health, public mental health and localities and primary care.

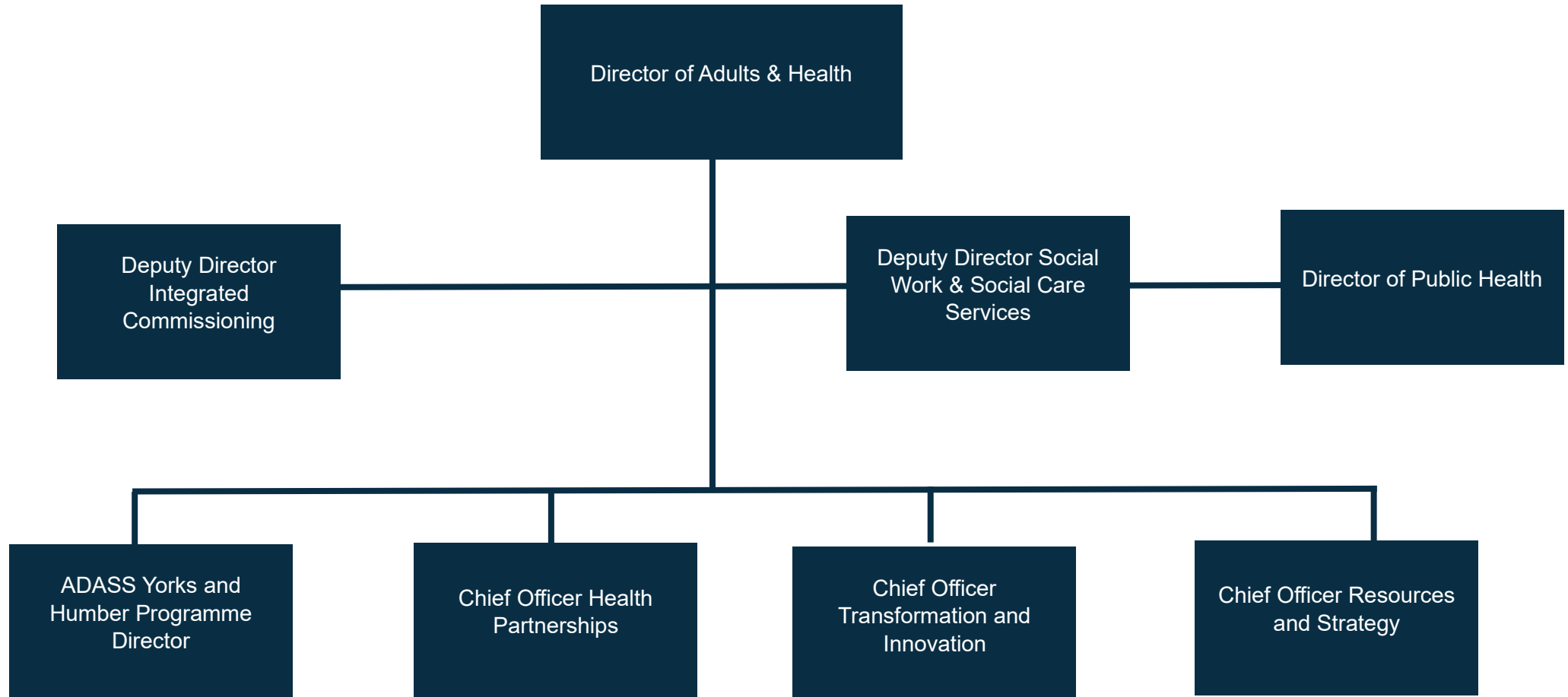
Our dynamic workforce collaborates on wide-ranging projects with strategic partners locally and within the third sector. Work can vary from producing assessments of the health needs of subgroups within the city to the commissioning and development of health-promoting services informed by these assessments.

Resources and Strategy

Our resources and strategy team provides key business functions for Adults and Health so that people in Leeds receive the care and support they need, when they need it.

To ensure care and support services are targeted, appropriate and timely we rely on good data and information, customer feedback and sound financial management. We also use our insight to plan services and develop our workforce to futureproof service provision.

Adults & Health Senior Leadership Team Structure





RESOURCES:

- Learn more about the [Adults & Health directorate](#)
- [Our benefits | Leeds Jobs](#)
- Our [Best City Ambition](#)
- [Guidance notes on completing your application](#)

HOW DO I APPLY?

For more information or to arrange a discussion with our Director of Adults and Health, Caroline Baria about the role, please contact Caroline.Baria@leeds.gov.uk

To apply, please upload your CV and personal statement via [our job site](#)

Closing date: Sunday 5 May 2024

THANK YOU FOR CONSIDERING TEAM LEEDS.

