

Service and Role Scope (Specialist Level 2) - All People Categories

Service Scope

Strategy and Commissioning

In collaboration :

- To set the corporate strategy and priorities, ensuring these are based on evidence and aligned with political priorities.
- Ensuring services, programmes, projects and employees are working towards a common set of outcomes as specified in the Corporate Plan.
- To design & commission how the outcomes defined in strategic planning get delivered. This will include identifying resources, partnerships and funding, managing large scale procurements and then ongoing strategic contract and performance management.
- This role may also include representing the Council's interest on third party bodies, wholly or partially owned entities and with strategic partnerships.

Scope of Role

- Manage and deliver the quality assurance function for the social care categories in order to:
 - Ensure that these services offer quality social care to the council (where directly commissioned), to personal budget holders and to self funders
 - Enable the effective development of the social care provider market within the category (including services not directly commissioned by the council)
 - Identify appropriate service standards within each sector of the appropriate category market and quality assure providers using these
 - Enable individual providers to identify and undertake improvements required
 - Ensure that a sufficiently diverse range of services are available that prevent, delay or reduce the need for statutory care and support
- Provide specialist project management, guidance and advice related to the strategic management of social care markets within the category including:
 - Oversight of the quality of the services offered by providers in order to ensure continuous improvement
 - Maintaining an effective, constructive and robust relationship with providers
 - Using market intelligence to maintain oversight of the long term sustainability of markets and market providers

- Managing and maintaining an excellent framework for commissioning practice including:
 - Contract and performance management of commissioned services within the category for the council
 - The delivery of high quality planning, performance management and improvement processes to drive change, innovation and excellence in social care commissioning in line with national and local priorities
 - Partnership with social care operational managers, peer commissioners and managers (including health) to secure data, intelligence and evidence to inform commissioning processes
 - Strategies which support the delivery of high quality services and where appropriate de-commissioning and re-designing services
 - A strong focus on involving users and carers in service design and performance management
 - Supporting aspects of all major tenders and procurements within the category
 - Strong performance monitoring and data quality mechanisms and processes, including audit of performance in line with national standards and performance measures

- Robust cost management for the council including the delivery of cashable savings and efficiencies to enable the council to achieve budgetary targets on external expenditure

Scope of Responsibility for Service Lead

Resources - circa

- £37,919 budget – Supporting across all Strategy & Commissioning (People) categories