

Z437 Lead Commissioner ICT Digital Connections - HAY F

Directorate: Service area:	Resources Directorate – Enabling Services – ICT Strategy & Commissioning
Accountable to:	Tier 3 Strategy & Commissioning
Accountable for:	£12m 3 FTE's
Politically restricted post	No
Delivery teams:	5g & Digital Infrastructure Team

Context

You will play an active role as part of our service team working in partnership with our Commissioning Team Leaders to innovate our service delivery capabilities.

You will support the Strategy & Commissioning Manager, ICT & Digital Delivery Team Leaders, place shaping and economic recovery colleagues in achieving our organisational vision and outcomes.

You will manage your team to meet the outcomes of the service delivery plan.

You will develop and maintain good working relationships with our range of key stakeholders including statutory partners, service providers, voluntary section and customers.

Specific role assignment

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<p>Delivery responsibilities</p>	<ul style="list-style-type: none"> • In line with WCC's commissioning intentions, to work with the Strategy and Commissioning Manager to define and deliver WCC's strategies and policies for effective 5g connectivity and Infrastructure project deliverables. • To influence and support place planning with the opportunities available through 5g and Infrastructure deployment • To manage the key strategic relationships of the 5g & Digital Infrastructure Team • To develop the 5g & Digital Infrastructure plan and business case • To lead the Digital Infrastructure Team in the delivery of our strategic objectives. • To ensure compliance with ICT systems regulations and other relevant statutory and ICT requirements. • To ensure strong and effective governance of the 5g & Digital Infrastructure Strategy, including reporting to the Digital Infrastructure Board, WCC committees, the Local and Wider Corporate Boards, and place shaping activities • To be proactive in identifying and responding appropriately to changes in Digital Connectivity technologies, risk and compliance. • To align the Digital Connectivity and Infrastructure plan with the organisation's economic recovery and place goals. • To plan and deliver a strategy to meet the overall mobile connectivity objectives. • To be proactive in identifying and responding appropriately to changes in the technical area of specialism, risk and compliance and supplier strategies for supporting digital community enablement. • Work collaboratively with the ICT Delivery Management team to analyse and translate organisational strategies into actionable elements within the 5g and Infrastructure sphere. • To work closely with the ICT Strategy & Commissioning team and Service Managers for Digital & ICT and colleagues involved in place shaping and economic recovery and to identify strategic opportunities for the service to implement change and improvements effectively. • To bring leadership in Digital Connectivity and Infrastructure development and deployment including both Mobile Network
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	technologies, 4G and 5G and Fixed Fibre and / or leadership in place shaping and economic recovery through the use of digital connectivity.
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Key business measures	Engagement with all mobile network providers to encourage 5g acceleration in Warwickshire
Statutory responsibilities <i>(if applicable)</i>	Compliance with ICT strategy, legislation and regulations, including procurement regulations.
Specific experience	<p>Experience of working with Mobile and Fixed Fibre Network operators.</p> <p>Experience of planning and delivering mobile technology rollouts and/or place planning and development experience</p> <p>Experience of working with Government agencies.</p> <p>Submission of Funding bids to Government, Local Enterprise partnerships and Local District and Borough partner</p> <p>Report writing</p> <p>Business case development</p> <p>Experience of managing a team</p>
Specific qualifications/and registration	
Budget responsibility	£12m
FTE responsibility (line management)	3 FTE direct reports
Key stakeholder relationships	<p>Strategic Director, Enabling Services</p> <p>Assistant Director, Enabling Services ICT</p> <p>Assistant Director, Communities</p> <p>Digital Infrastructure Board members.</p> <p>Strategy & Commissioning Managers</p> <p>ICT & Digital Service Manager</p> <p>WCC HR and Payroll</p> <p>Business Managers 3rd party suppliers</p> <p>Accountants, Finance</p>

Generic capabilities of the role

Generic Capability	Descriptor
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Strategic thinking & planning	<ul style="list-style-type: none"> • Identification and design of solutions to meet business requirements for the service(s) • Contribute to short term (1 year) strategies and plans to meet demand for the service(s) • Use of insight, best practice and research to achieve service outcomes
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- Contribute to the commissioning intentions, key business measures and plans based on demand for the short term (1 year)
- Contribute to the development of policies
- Ensure that insight, best practices, market research and trends are considered in the commissioning intentions.
- Create, identify and respond to opportunities to support the delivery of organisational outcomes.
- Encourage the development of new solutions to meet future organisational needs.
- Understand, articulate and implement best practices related to area of expertise

Generic Capability	Descriptor
Influence & relationship management	<ul style="list-style-type: none"> • Relationship development and management • Influence and shapes the market • Thought leader • Collaborative working

- Develop and maintain professional networks
- Support the development of key partnerships
- Increase the expertise of others to apply specialist knowledge leading to increased organisational capability.
- Support the shaping and influencing of the market
- Support any required consultation activities

Generic Capability	Descriptor
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Innovation & change	<ul style="list-style-type: none"> • Focus on new ideas, improvement and innovation • Problem solver
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- Undertake periodic review(s) of technical specialism to maintain market awareness, identify areas of improvement, emerging thinking, legislative / regulatory changes
- Support the development of options appraisals to assess the most suitable means of achieving service outcomes.
- Solve complex technical problems effectively and quickly, via insightful diagnosis
- Shape long term solutions to meet service requirements
- Act as an agent and leader of change
- Demonstrate active engagement in improving organisational performance
- Provide expert advice to those engaged in activities where the technical specialism is applicable

Generic Capability	Descriptor
Business Acumen	<ul style="list-style-type: none"> • Deliver in year service plan (1 year) • Effective contract and supplier management

- Contribute to the operational planning of the service with the commissioning team
- Ensure effective contract management arrangements are in place
- Manage costs down, deliver savings and income targets (as applicable)

Generic Capability	Descriptor
Performance & standards	<ul style="list-style-type: none"> • Statutory compliance • Professional practice • Procedure compliance

- Execute the statutory or regulatory duties that are in place and delivered across the team.
- Ensure the safe operation of the business and compliance with appropriate regulations and legislation.
- Execute the relevant policies and procedures to ensure the outcomes are delivered.

Generic Capability	Descriptor
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Operational management	<ul style="list-style-type: none">• Deliver operational performance objectives• Manage the workforce• Deliver continuous improvement plans
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- Meet the service key business measures for the service
- Manage costs down through operational improvement
- Manage and allocate resources to meet key business measures
- Use data and insight to improve service performance

Generic leadership competencies

Capability	Descriptor
People Management	<ul style="list-style-type: none">• Workforce development• Workforce planning

- Recruit and ensure effective onboarding of team members
- Retain and attract the required capabilities of the team through effective talent management
- Set and deliver stretching performance objectives
- Undertake annual appraisals with the team
- Undertake regular 1:1 sessions throughout the year to review performance against objectives
- Manage and support teams through organisational change

Capability	Descriptor
Management of resources & planning	<ul style="list-style-type: none">• Monitors the service performance framework• Effective service design

- Plan, task, deploy and co-ordinate resources to meet changing operational needs as required
- Monitor, plan and review team outcomes ensuring delivery of personal and team objectives
- Hold regular meetings to inform teams of plans, priorities, budgets and expected outcomes
- Identify the capacity of the delivery team through effective workforce planning.
- Develop and implement integrated working across teams

Capability	Descriptor
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Organisational leadership & resilience	<ul style="list-style-type: none"> • Deals with performance issues • Maintains business continuity • Role model of how we work principles
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- Maintain business continuity in the event of service disruption
- Effectively addresses performance issues within the team
- Enable the team to work in a high performance culture
- Act and operate corporately across WCC adopting the one council approach
- Act as a positive role model for WCC's values and behaviours at all times
- Represent the interests of the Council on external bodies and networks
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Generic Capability	Descriptor
Finance & commercial	<ul style="list-style-type: none"> • Effective budget setting and monitoring • Contract negotiation and commercial partnership management • Quality monitoring and measurement • Oversight of contract set up, establishment and ongoing monitoring

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WCC values and behaviours

The post holder must be able to demonstrate that they role model the WCC values and behaviours.

Our Values – The Warwickshire DNA



Our Behaviours



Strategy... the direction we will take to achieve our outcomes

Plan... what we will do to achieve the strategy

Commissioning... the process of how we will plan, purchase and monitor our services

Strategic Commissioning... the process for understanding, planning and delivering services to achieve the best outcomes

Operational Commissioning... the process for meeting need at an individual level or to a specific group

Delivery... providing services to our customers

