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To: County Council – 10 December 2015

Subject: Strategic Support to Corporate Director Social Care Health & Wellbeing

Classification: Unrestricted

Summary: This paper recommends the introduction of a new senior post to the Authority's top tier operating framework. It sets out the rationale for the post of Strategy & Business Support and summarises the key responsibilities of the postholder.

1. Introduction

- 1.1 The role of Corporate Director Social Care Health and Wellbeing is of significant size and complexity as recognised in its grade and status compared to other service Corporate Director roles. The Directorate currently has five Director level jobs with responsibility for service delivery, service policy and commissioning and the Corporate Director is supported by a personal office with a staff officer and PA. However, because of the significance of the current agenda in this Directorate it is clear that additional senior management support is required if this Corporate Director role is to be viable in its current format.
- 1.2 The job description for the Corporate Director sets out a role which is designed to concentrate on issues at a strategic level. The Director roles which report in to the Corporate Director are all significant in their own right and none naturally lends itself to act as a deputy Corporate Director easily able to take a whole Directorate approach. It is therefore proposed to introduce a new senior level role which can support the Corporate Director with cross Directorate activity, relieving the Corporate Director of the need to be involved in issues and meetings which do not need that level of input.
- 1.3 The post has been the subject of formal job evaluation and is graded at KR16, the salary for which is up to £91,261. The job title will be Strategy & Business Support, Social Care, Health and Wellbeing. The post has the full support of the Corporate Director and the Cabinet Members for Specialist Children's Services and Adult Social Care and Public Health.
- 1.4 In summary, responsibilities are:
- to lead, on behalf of the Corporate Director, on cross Directorate policy formulation and major projects;
 - resource planning and monitoring;
 - to act as client for corporate support services;

- to represent the Directorate on regular and ad hoc cross council working groups;
- to oversee the management of input to formal member meetings, including Cabinet Committees, Cabinet Members' Meeting, Corporate Board, Corporate Management Team, and other ad hoc Member meetings and task and finish groups;
- to ensure (as appropriate) a consistent approach to implementation of corporate policy and quality standards, including dealing with complaints;
- to ensure sharing of best practice across the Directorate.

2. JOB PURPOSE

- 2.1 As a member of the Directorate Management team, support the Corporate Director in developing, implementing and monitoring effective whole Directorate policy and practice relevant to and supportive of the effective provision of the services provided by the Directorate.
- 2.2 Act as deputy to the Corporate Director.

3. RECOMMENDATION

- 3.1 The County Council is asked to approve the establishment of a new senior level role in the Social Care Health and Wellbeing Directorate.

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