

Job Title: Director - Hertfordshire Growth
Pay Scale: L18
Hours: 37 per week
Contract: Permanent
Reports to: Chair of Chief Executives Co-ordinating Group and HGB Steering Group
Note contract is hosted by HCC so day to day pay and rations via HCC Executive Director Sustainable Growth

Background

For the last 36 months the local authorities of Hertfordshire and Herts LEP have been working together to deliver a co-ordinated response to the challenge of delivering 100,000 homes and 100,000 jobs by the mid 2030's and to develop a co-ordinated approach to strategic planning and infrastructure delivery for the period post 2033.

The Leaders and Chief Executives of the various organisations have invested a significant amount of time into developing the joint vision, governance and work programme and building stronger relationships with central Government with a view to delivering sustainable growth in Hertfordshire now and in the future. Allied to this work has been developing the Hertfordshire Growth Board brand and presence.

Through the governance of the Hertfordshire Growth Board the work has developed a number of workstreams focusing on areas of importance which include housing, infrastructure, transport, and communications. The forward plan for the Growth Board including impending key decisions and activities are reported to the Chief Executives Co-ordinating Group ahead of the Growth Board.

The wider Growth Board work has been undertaken by a number of officers across the member organisations supported by the dedicated resource in the HGB delivery team. The Director has overall responsibility to ensure that appropriate grip and pace is maintained in the programme to give us the best opportunity to make significant strides forward during the 2022/23 financial year.

Hertfordshire Growth Board

Room 204, County Hall, Pegs Lane, Hertford. HERTS SG13 8DE

www.hertfordshiregrowthboard.com @hertsgoodgrowth.com

Contact: Patsy Dell, Executive Director Sustainable Growth Hertfordshire County Council 07949 887794 patsy.dell@hertfordshire.gov.uk

JOB TITLE: Director - Hertfordshire Growth
GRADE: L18
REPORTS TO: Executive Director Sustainable Growth Hertfordshire County Council
DEPARTMENT: Partnership role hosted by HCC on behalf of Hertfordshire Growth Board

Job Purpose and Lead responsibilities:

- To provide senior officer guidance and support to the agreed Growth Board and Herts Leaders Group governance arrangements
- Overall programme performance monitoring, reporting and oversight of the delivery team that supports the work of the Growth Board including work from member organisations and consultants
- To manage the work programmes associated with the Growth Board and as directed by the Herts Leaders group, Growth Board and Chief Executives Co-ordinating Group
- To manage the operating budget associated with the Growth Board, budgetary monitoring, reporting and liaison with Section 151 Officers as required
- Relationship lead with all stakeholders and partners including Homes England and DLUHC as appropriate, supporting the delivery of the Growth Board agenda
- To manage any relationships with third parties linked to the development and management of the Growth Board programme
- To manage the communications plan associated with the Growth Board programme work
- Contracts management where appropriate
- Communications overall lead for HGB, including liaison with other partners.

Experience

To achieve the above the post holder needs to have the usual skills and attributes of a senior officer in Local Government plus:

- Excellent networks within appropriate departments in central Government, excellent influencing, and advocacy skills
- Excellent understanding of strategic place leadership and what is required to deliver sustainable growth at a strategic scale through complex programmes and projects across organisations and partnerships
- Excellent working relationships with the Leaders and Chief Executives of the member organisations or equivalent experience leading the delivery of an agreed strategic programme of work with significant political and reputational importance.

Qualifications

Recognised degree-level qualification in a place-based or programme management related discipline or relevant equivalent and membership of a recognised and relevant professional body or equivalent.

Skills & Attributes

- Demonstrable people management and leadership skills, including leading specialist technical functions, multi-disciplinary and collaborative teams, and operational units

- Proven contract and project management skills which cover complex and tightly time-bound activities
- Highly developed political, influencing, and collaborative working skills
- Excellent communications skills, demonstrable in a variety of media and a range of audiences including confidence and competence for operating within a political environment
- A leadership / management style which combines a collaborative, problem solving approach with focus and drive according to the needs of the situation.

Criminal Background Check

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment.

It is a contractual obligation to disclose any cautions, reprimands, or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Equality and Diversity

Hertfordshire County Council is determined to take action to ensure that our belief in diversity and equality of opportunity is integral to everything we do. It will inform every area of activity; from the way we provide services to the way we employ our staff. It is a central responsibility of all councillors, managers, staff, and partners. The council's equality policy 'Putting People First' is available on hertfordshire.gov.uk, on the internal intranet or from your line manager.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work.