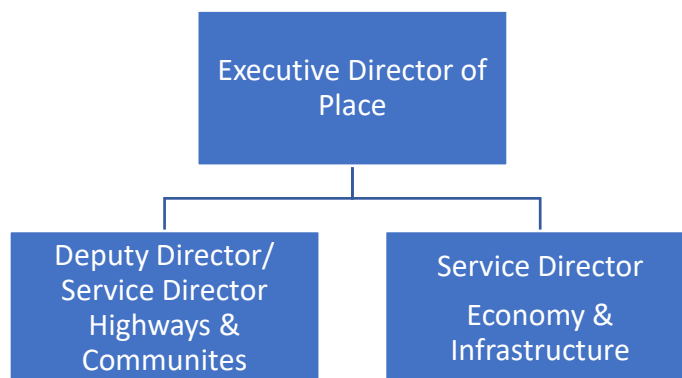


JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Place Directorate	Job Ref Number: 02739
Service Area: Growth	Grade: SLA
Job Title: Service Director – Economy & Infrastructure	

PURPOSE OF JOB:

1. To develop and advocate a shared vision for Lincolnshire as a 'Place' as a member of the Directorate Leadership Team and ensure agreed outcomes are delivered to create that 'Place' to the benefit of residents, workers, investors and visitors across the County
2. To provide strategic leadership, management and development of Economy & Infrastructure Services, having accountability for the development of targets and for delivering priorities through the effective use of resources available ensuring effective asset management, policy development, funding strategies, relationship management and infrastructure delivery.
3. To raise the profile of the council as an active and effective contributor to growth amongst local businesses as well as regional and national governmental bodies.
4. To be accountable to the Executive Director of Place operating in a collaborative management environment and working to support the strategic development of and delivery of place-making across Lincolnshire.
5. To provide senior managerial leadership with the Executive Director of Place to lead, manage and contribute to effective business planning and performance monitoring to drive continuous improvement, achieve excellent practice, ensure a performance focus and joined-up strategic development of and delivery of place-making across Lincolnshire.
6. To ensure that the culture, behaviours and shared values that make the Council successful are embedded across the Places Directorate and create an effective and efficient working environment to deliver Council priorities as set out in the Council Plan and established through other strategies and policies.
7. To ensure the effective commissioning of services and ensure through collaborative working practises these services are delivered effectively.
8. To lead, manage, develop and deliver County Council activity which contributes to the growth of the local economy through strategic and spatial planning, Planning delivery, business growth, inward investment, infrastructure delivery, particularly in the areas of commissioning programme management, procurement and strategic development across the Directorate.
9. Lead the Council's work with businesses and partners, collaborating and developing partnerships with key local, regional and national bodies to drive the achievement of strategic objectives relating to place-making.
10. To ensure effective community engagement and customer interaction in defining service priorities and delivering those services.

TEAM STRUCTURE:**MAIN DUTIES:**

1	The specific accountabilities of the role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below
1.	As a Chief Officer to provide strategic leadership, management and development of a portfolio of services within resources available and in lines with the priorities and financial targets agreed by Elected Members including: • Economic development; • Inward Investment; • Economic programme and project delivery; • External Funding; • Inclusive growth, employment, and skills • Infrastructure planning; • Transport Policy; • Spatial Planning; • Waste & Minerals Planning; • Floods & Water Management; • Environmental Policy; • Active Travel; • Housing policy; • Flood and Highways Development Management.
2.	Provide leadership to the strategic land use, transport policy and planning to ensure effective Planning decision making to ensure delivery of key growth sites including employment, housing and infrastructure delivery to enhance Lincolnshire's economic performance and productivity.
3.	Ensure effective funding strategies are in place to secure growth, community and infrastructure related priorities and ensure effective lobbying and advocacy mechanisms are in place across the Council, Directorate and external partnerships
4.	To drive the development of Team Lincolnshire to ensure the highest potential for inward investment and increased productivity is achieved
5.	Work with the Greater Lincolnshire Combined County Authority, government and other partners to secure investment in infrastructure and skills, enabling residents and businesses to benefit from current and future opportunities.
6.	To ensure effective management of the Economic property portfolio
7.	The specific accountabilities of the role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below
8.	To ensure effective management of all contracts within the service area especially those that are externally funded.

9.	Provide professional advice and guidance to the Leader, Executive, Executive Members and Scrutiny to ensure Council priorities are delivered and appropriate information informs decisions made by the Council
10.	To ensure that the Council's statutory services and duties as Economic Development Authority, Planning Authority, Lead Local Flood Authority and Highway Authority are met
11.	To ensure that the services are commissioned in accordance with Council priorities and procedures
12.	Develop frameworks for Quality Assurance and Performance management and ensure effective review and monitoring mechanisms are in place to deliver results and improved performance
13.	Develop appropriate strategic relationships with key partners and relevant professional organisations to maximise the opportunities
14.	Lead, manage and develop Heads of Service and other staff to ensure collaborative working to deliver priorities and ensure appropriate succession planning for future service delivery
15.	Ensure that a risk management culture is embedded across the Directorate which enables staff to understand and apply sound commercial and financial principles to drive innovation and continuous improvement.
16.	Promote and ensure inter-service working across the council, within the directorate, with District Councils, partner organisations and stakeholders to ensure collaborative working drives effective innovation and service delivery
17.	To act as role model to all staff in line with the Council's values and behaviours ensuring the development of leadership potential, creation of a positive image of the County Council as a manager and employer and ensuring the County Council provides community leadership to the people of Lincolnshire
18.	To ensure effective design and delivery of routine work and capital work programmes including effective contract management of service providers
19.	To lead on key organisational development priorities, corporate initiatives and Directorate strategies/ programmes/ projects through ensuring effective internal governance arrangements are in place and worked to.
20.	Develop appropriate strategic relationships with key partners and relevant professional organisations across the Country to enhance Lincolnshire's 'Place-making' and national reputation as a leading authority
21.	Will participate in an on call rota to provide cover to deal with occasional emergencies as required

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Degree level qualification	A/I	E	
Continual professional development	A/I	E	
Management qualification	A/I	E	
Professional qualification and/ or experience in a least one (preferably multiple) of the service areas being managed	A/I	E	
Extensive experience at senior management level	A/I	E	
Consistent achievements at senior management level	A/I/P	E	
Experience of effective partnership working	A/I/P	E	
Experience and evidence of effective budget management	A/I/P	E	
Political acumen	A/I/P	E	
Negotiating skills	A/I/P	E	

Commercial and contract management experience	A/I/P	E	
Motivational leader and agent of change	A/I/P	E	
Innovative and creative thinker	A/I/P	E	
Credible and inspirational leader	A/I/P	E	
Ability to establish credible relationships across partner organisations and influence those relationships	A/I/P	E	
Strategy development	A/I	E	
External funding experience	A/I	E	

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the [Lincolnshire County Council Core Values and Behaviours](#) and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.