JOB DESCRIPTION

Job Title	Joint Funding Delivery Lead
Service/Section	Integrated Commissioning
Grade	PO5 / Band 7
Directorate	Health and Adult Services (RBG) / Children's Services and NHS South East London (ICB)

Introduction

The Royal Borough of Greenwich (RBG) and the South East London Integrated Care Board (SEL ICB) have come together to create an integrated approach to commissioning services within Greenwich. This postholder has a key role in implementing this new approach.

Equality and Diversity

RBG/ICB are committed to providing services and employment to a community with an increasing variety of backgrounds. To do this effectively it is essential that we promote equality, equity and pro-actively tackle discrimination and treat everyone with dignity and respect.

Disability Confident Employer

We are a Disability Confident Employer and support the guaranteed interview scheme and use of the Government's Access to Work Scheme.

We welcome applications from all sections of our community including from people with lived experience and/or knowledge of disability or social exclusion.

1. JOB PURPOSE

To be responsible to the Systems Lead (Partnership and Resilience).

The postholder will be responsible for:

i. Meeting national, regional and local requirements around health and social care funding streams across RBG and ICB, adapting to priorities set nationally over the range and type of funds supported.
ii. Working across all projects and line management boundaries that form our integrated commissioned programme of work to maximise funding opportunities across health and social care and ensure effective and successful delivery of change programmes and projects.
iii. To be responsible for the overall day-to-day management and administration of the BCF programme, S.256 agreements and other joint or pooled funding streams of work on behalf of senior management team (Budgets are in the 10s of millions).
iv. Overseeing commissioning, performance and financial monitoring of a range of projects related to the BCF / S.256 / joint funding streams and Greenwich's integrated commissioning agenda, preparing reports and briefings including to politicians where needed.
v. To ensure that there is a consistent approach to quality management across all commissioned services and ensuring that safeguarding vulnerable adults and children is embedded throughout commissioned adult /children's services.
vi. Supporting the development of and consistent approach to commissioning market strategies and action plans and market position statements for the borough in relation to the health and social market.

2. Main Duties

1. To be the Joint Funding Lead with direct responsibility to provide co-ordination and support in identifying and developing and administering joint funding arrangements e.g. the Greenwich Better Care Fund, S.256, funds or grants related to market sustainability and quality and other joint funding streams with effective programme, project, commissioning, and contracting support. Covering a wide range of service areas, the postholder will act as the subject matter expert and knowledge lead on joint funding, providing advice and support on multiple and complex projects to all key stakeholders including senior manager, service leads and consultancy/contracting staff.

Policy, Service Development, Transformation and Re-Design

2. To support the Local Authority and ICB in co-operation with stakeholders, providers and people who use our services to evaluate, redesign and commission joint health and social care services in line with BCF and joint commissioning priorities.
3. To provide guidance of statutory legislative changes in relation to the BCF.

4. To keep abreast of national, regional and local policies and approaches and best practice that could impact upon the work of the BCF and other funding programmes and develop an understanding of both organisations' key priorities. Act as a sound source of advice to the senior management team on these and related issues.
5. To support working in collaboration with partners, stakeholders and people who use our services to evaluate and redesign our integrated commissioned services in line with our commissioning priorities.
6. To maintain effective governance arrangements in relation to the BCF Programme, and other jointly funded programmes, which meet the requirements of the Health and Wellbeing Board, Royal Borough of Greenwich and Integrated Care Board. Preparing and delivering a range of high-quality reports at boards and key forums including to elected members.

Financial and Physical Resources

7. Develop plans and strategies, administer budget and performance monitoring processes often holding senior managers across RBG and ICB to account and provide project budget updates, identifying expenditure patterns and making necessary recommendations to all relevant committees and senior managers.
8. To be accountable to the senior management team to ensure that the related Section 75 Agreements accurately reflects the intentions and content of the relevant programmes and other pooled or jointly funded arrangements including those under S256 or other mutually agreed forms are appropriately governed, and that it is regularly reviewed and updated.
9. Work with stakeholders to review and make effective interventions where there are known financial and budgetary issues.
10. Work with the Data and Insight Officer, stakeholders, partners and providers to promote the sustainability of the market in Greenwich by ensuring quality, monitoring of finance, and ensuring value for money.
11. Work with the Data and Insight Officer and providers to co-produce the development of indicators and outcomes for all jointly funded services provided. Monitor agreed targets and work with key officers to develop mitigation plans where required and escalate issues to the senior management team.
12. Work with key officers to use the management systems in place to ensure that risk and issues are actively reviewed with respective actions being assigned, tracked, and escalated to senior managers.
13. Work with providers to mitigate risks and enable them to trial innovations including providing data and insight to assess the impact of funded schemes.

Collaboration, Communities and Relationships

14. Provide support and guidance across jointly funded programmes in the preparation and management of all key project documentation, any internal and external audit requirements and assisting in the preparation and monitoring of action plans.
15. Establish and use effective mechanisms to engage operational service delivery staff and all relevant stakeholders, inclusive of service users, in the commissioning processes and associated implementation or delivery.
16. Develop and introduce programme and project communication strategies and plans, with workshops, consultation material, reports and briefings for key stakeholders, enabling stakeholders to understand and meet funding requirements.
17. Work collaboratively with providers and residents, leading staff across the system to implement transformational change through commissioning for outcomes and market management, including further integration of health, social care and other forms of support.
18. Influence work across both RBG and ICB, working with multiple stakeholders, which adds complexity. Recognising that the budget profiles across stakeholders can be contentious, this role will influence how that gets resolved.
19. Undertake specific projects and partnership activities in implementing Greenwich's integrated approach to commissioning by commissioning of high-quality integrated services as well as other initiatives that meet national and local targets.
20. To be responsible for ensuring that residents, including those who find it hard to have their say, are involved in commissioning activities so that their views and experiences lead to better decision-making about the design, improvement, integration, and modernisation of local services.

Insight and Planning

21. Work with the Data and Insight Officer to develop a strategic level of understanding of local demand and future trends and development in the needs of the population using a range of techniques including focus groups and interpretation of data.
22. Work with other commissioners and the Data and Insight Officer to signal to the market an understanding of current and future demand and the types of services needed in the future.
23. Responding to and meeting national, regional and local requirements in a timely way when required.
24. To lead on ensuring the availability of appropriate outcome-focused evidence, demonstrating that activity has improved the lives of vulnerable adults and carers against agreed measurement tools agreed with partners and providers.

Innovation, Quality and Performance Improvement

25. To lead on working with partners and stakeholders to identify opportunities for developing new and innovative jointly funded service models and to co-produce

them with partners and stakeholders to meet changing needs within local communities. This may include researching and identifying opportunities to lever inward investment and applying for grant opportunities.

26. Working with providers develop the market and appropriate programme and performance management systems across the full range of preventative, community based, targeted and specialist services. This is to be undertaken within prevailing policy and legislative frameworks.
27. To manage assurance processes and work with commissioners to pursue the highest standards of care, ensuring full compliance with all relevant Care Quality Commission standards and the Council's and ICBs procurement, contract and finance standards to secure best value services.
28. To work with Quality Assurance colleagues to ensure that quality management and quality characteristics on how services will be provided are integral within service provision.
29. To lead on supporting senior managers in developing through co-production the overall case for change in joint funding arrangements when needed.
30. Ensure the availability of appropriate outcome-focused evidence, demonstrating that activity has improved the lives of vulnerable people and carers against agreed measurement tools, and has delivered value for money.

Setting Staff up for Success

31. The post holder will be expected to participate in ongoing professional development using the competency foundations tool kit, to optimise their impact on delivery, and present value for money.
32. To support the Senior Managers to drive change through providing inspired, consistent and effective leadership on jointly funded programmes and projects.
33. To project manage staff, sometimes managing upwards, across RBG, ICB and providers ensuring the co-production of funding initiatives that maximise value for money and outcomes for residents.
34. We recognise that there will likely be a link between the Joint Funding Delivery Lead (this post) and the Programme Lead for External Funding. Though the post holders will be expected to work together where their work overlaps, we envisage that the Joint Funding Delivery Lead (this post) will focus more on managing programmes of work in relation to 'established' pools of joint funding (e.g., the BCF, S.256 etc.), whereas the Programme Lead for External Funding will focus more on developing projects and manging funds in relation to short-to medium-term funding that may become available with relatively less notice.

35. This post requires an Enhanced DBS and will be supported by Safer Recruitment tools.
36. To undertake any other work appropriate to the level and general nature of the post's duties.

Person Specification

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Directorate	Health and Adult Services (RBG) / Children's Services (RBG) and NHS South East London (ICB)

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	**Essential/ Desirable**
Knowledge	
• Comprehensive understanding of health/ care policy and its practical application Care Act 2014 and Health and Care Act 2022, especially within the context of quality assurance. Experience in implementing these policies in healthcare or social care settings, ensuring alignment with best practices, acquired through training and experience to master's level equivalent. • An in-depth knowledge and understand of the roles of Local Authorities and ICBs. • Good knowledge of legislation, including the Health and Care Act 2022, the Care Act 2014, the Children's and Families Act 2017, and the Mental Health Act 1983, Deprivation of Liberties, statutory regulations and	E E D

government guidance, and standards relevant to planning, commissioning, procuring, safeguarding and quality assurance. This includes familiarity with regulations governing services for adults and/or children and young people. • Excellent understanding of national priorities for services for adults, children, young people and families. • Sound awareness of those who are vulnerable.	E D
Skills and Abilities	
• Ability to develop and deliver high quality products to assigned timelines and key milestones etc locally, regionally and nationally. • Ability to lead on analysing project management information, inclusive of business cases, and present the data in a clear and accurate manner at Board level. • Ability to assess and mitigate risk whilst overseeing a wide range of projects and work across boundaries to ensure effective and successful delivery of our commissioning programme of work. • Ability to write formal and factual reports, identifying any key issues or risks that require escalation. • Intermediate / Advanced IT skills in Word, Excel and Powerpoint. • Excellent interpersonal, negotiation and influencing skills and ability to develop and maintain credibility and confidence of colleagues, both internally and externally across the system. • Ability to adopt a systems leadership behaviour and implement these values across a complex health and care system to influence and effect system change. • Ability to manage knowledge and assess need, identify gaps, and forecast demand. • Ability to support the stimulation and creation of thriving markets, including micro-markets. • Ability to lead on using the evidence base for service monitoring and development and working collaboratively with providers lead on enabling them to trial innovation.	E E D E D E D D D D

• Ability to work collaboratively with colleagues, stakeholders, providers, and partners to co-produce the development of indicators and outcomes for all services provided. • Ability to lead on working collaboratively to work with key officers to mitigate poor performance and ensure that correct management systems are in place. • Ability to identify opportunities for developing new and innovative service models and co-produce and enable providers to trial innovation. • Ability to use outcome-based evidence to lead on supporting senior managers to make a compelling case in line with our approach to commissioning for change.	D D E D
Experience	
• Experience of project and programme managing the implementation an integrated approach to commissioning in relation to various funding streams. • Experience of the recruitment and retention of internal and external workforce. • Experience of overseeing commissioning, performance monitoring of a range of projects related to funding streams such as BCF and other national grants and funding sources and implementing an integrated commissioning agenda. • Experience of budget management and budget monitoring and working with stakeholders to make effective interventions when there are known budgetary and financial risk. • Experience of working collaboratively with stakeholders, partners, and providers to promote the sustainability of the market in Greenwich by ensuring quality monitoring and maximising value for money. • Substantial experience of influencing and negotiating with partners and providers deliver improved outcomes for residents. • Substantial experience of leading on working with providers to successfully deliver contracts through effective performance management.	E D E E D D E D

• Experience of working on politically sensitive projects and programmes of work.	
Equal Opportunities	
• Understanding of and commitment to the Council's and ICB 's equal opportunities policies and ability to put them into practice in the context of this post. • Understanding of and commitment to achieving the Council's and ICB's staff values and ability to put them into practice in the context of this post. • Understanding of and commitment to tackling structural racism.	E E E