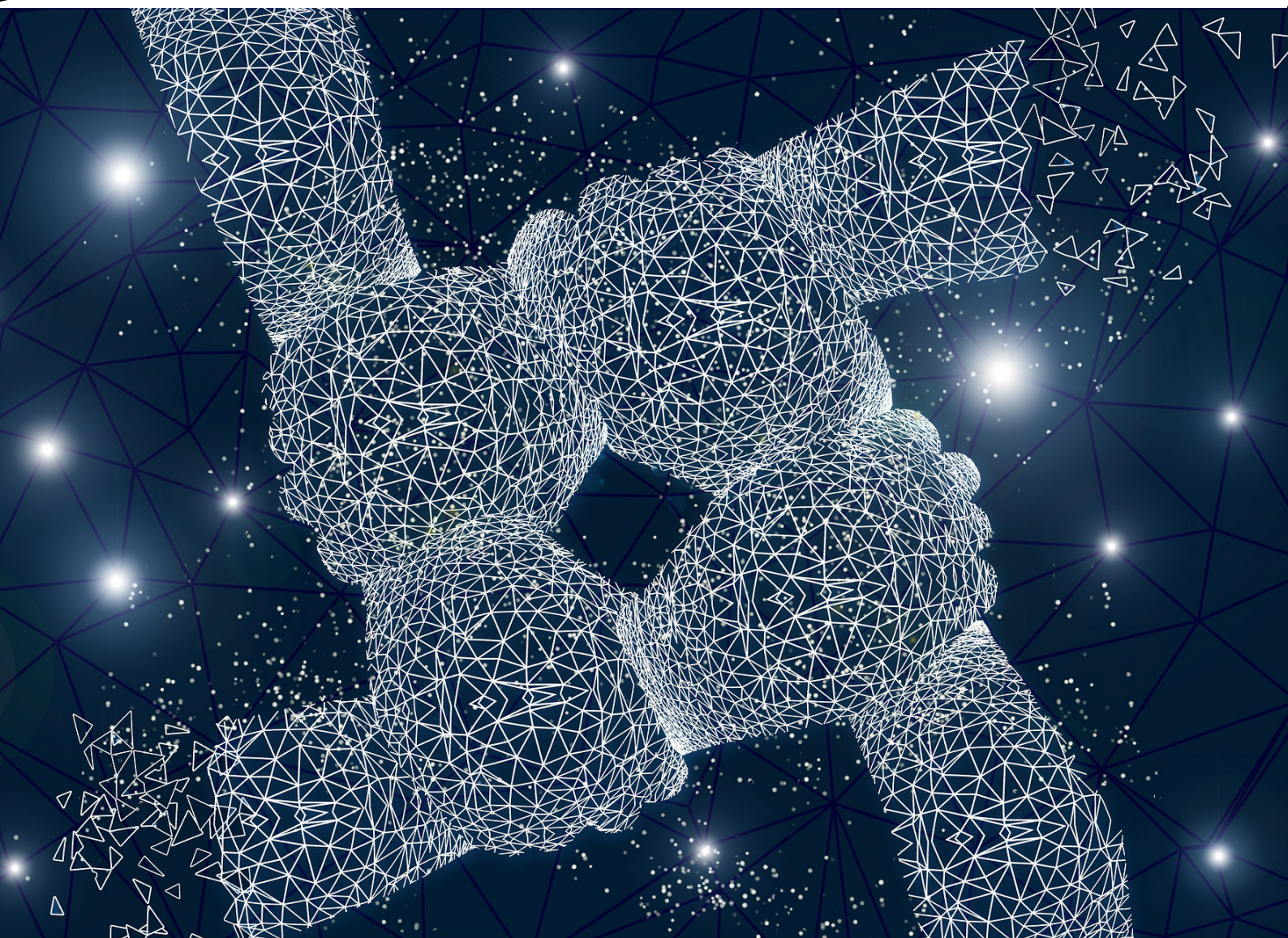


Færfield

Haringey
LONDON

Assistant Director Digital and Change Candidate Pack



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Welcome

Dear Candidate

Thank you for your interest in this new role of Assistant Director, Digital and Change, at Haringey.

The departure of a long-standing CIO and initiation of a new corporate change framework has created an opportunity and requirement for new senior leadership in this space in the Council. The successful candidate will have opportunities to build and shape their team to help the Council meet its growing ambitions as well as deliver a challenging savings programme, both enabled by digital modernisation and investment.

The Council has admittedly had a difficult few years, but is now poised to make huge strides in how it works, both with residents through the Haringey Deal, and as an organisation, becoming more open, more collaborative and more ambitious. This truly is an exciting time to join Haringey and make a difference.

Why Haringey Council you ask? This is easy, firstly, having not worked here long myself, I have found Haringey to be a welcoming and lively borough, with great people and huge potential. Secondly, it's this potential that has motivated me to challenge the status quo of our approach to change, so that we can help the organisation and borough realise its potential. I am also proud of the values-based leadership team we are creating here at Haringey under the guidance of Andy Donald as CEO and I firmly believe we are all united in our desire to be a borough that places residents and our community at the heart of everything we do!

What kind of person am I looking for in this new role? Change is never easy, so I am looking for someone that is enthused by change, a strategic thinker who is adept at delivering cross-cutting change programmes, a politically astute, effective communicator, who excels at managing senior stakeholder relationships and of course will work closely with me in taking forward the change I have already kick started.

If you have an open, collaborative yet rigorous approach to your work, as well as the experience we need, I hope you will consider joining us on this journey. There's a lot to do but you will have significant freedom and immense satisfaction with the ability to shape and lead your contribution!

I look forward to your application

Best wishes

Jess Crowe

Director of Culture, Strategy & Engagement
Haringey Council



Advertisement

Assistant Director Digital and Change

Salary: up to ££122,711

Changing the services of tomorrow, today

Haringey is a confident, forward-thinking, innovative organisation, ambitious for our borough's future and for the people who live here. We are an open, collaborative council that wants to genuinely engage people in shaping our borough's future, ensuring that equality is promoted, and inequality reduced. Our vision is a Haringey where strong families, strong networks and strong communities nurture all residents to live well, achieve their potential and lead active and healthy lives in an environment that is safe, clean and green.

To lead change across the council and embed a new change framework and approach, a new role has been created, reporting to the Director of Culture, Strategy & Engagement, operating as part of the senior leadership team. Acting as Head of Profession for all digital, change and improvement activity across the council, you will provide strategic vision, leadership and management, ensuring a coherent and coordinated approach to digital and change programmes across the Council, with a focus on collaboration, benefits realisation and accountability for delivery in order to meet the Council's strategic priorities and the needs of Haringey residents.

We are looking for a collaborative leader, with a track record of large and/or multiple change programmes, projects and budgets, especially with experience of delivering financial savings. Joining this challenging yet vibrant, exciting place of work, you will have the opportunity to create a new team and roll out a new framework. You will champion the benefits of digital first and ensure the embedding of new ways of working, using your influencing and persuading skills, bringing people across the organisation with you. Enforcing a more compliant and accountable corporate culture, you will add rigour to the current system, while using your strong values base to build positive relationships across the council and find ways to support colleagues to deliver better, more user-friendly services.

We are keen to work with exceptional individuals who have the experience, energy, vision and ambition to help us create a better, more equal and sustainable future for the residents of Haringey. To find out more about the role and to apply, <https://www.faarfield.co.uk/jobs/a000267>.

For a confidential discussion please speak to our representatives at Faerfield: Martin Tucker, Dawn Faulkner and Sarah Longbottom on 0121 312 3755.

Closing date: Tuesday 03 January 2023

Generic Role Profile: Strategic Leadership

Level B - Assistant Director

Role Purpose, Content and Scope

- Accountable for developing and directing the corporate activities of the Council at a strategic delivery level.
- Horizon scanning 1-3 years; emerging practices and seek out the latest thinking and innovation across their service areas.
- Work with Councillors in setting and delivering the strategic aims and objectives of the Services they lead.
- Provide strong leadership, direction and guidance to senior managers regarding the allocation of resources, risk management, change management and management behaviours within the services they lead.
- To role model the values and behaviours of the organisation so others can see and hear, and learn from you.
- Lead on developing the capability of the workforce so the organisation has the right skills at the right time in the right place.

Indicative Accountabilities

- To influence and contribute to delivering objectives set out in the Corporate Plan considering the impact of internal and external factors.
- Create and build effective relationships internally and externally with key stakeholders and instil in direct reports the imperative for accountability, responsibility and collaboration with others, for example: Councillors, other Boroughs, the communities we serve and partners.
- Lead and work collaboratively across all service areas with other senior managers (including those from partner organisations and agencies) in order to generate efficiencies.
- Effectively lead and manage staff (set, monitor and evaluate objectives on an annual basis).
- Drive significant cultural change through the corporate infrastructure.
-

- Be accountable for associated budget and have affordable plans in place to deliver the Medium Term Financial Plan.
- Provide assurance that the services are compliant and performance monitoring is part of the corporate rhythm, and exceptions have robust action plans.
- Lead and work collaboratively across programmes and services areas to ensure effective risk management and organisational resilience, including developing effective procedures to implement the Council's policy and strategy.

Indicative dimensions

- Work involves development of specific service areas and integration of internal services with some integration with external partners.
- Has a prime responsibility for the financial management of specific service area.
- Jobs at this level operate with a wide level of discretion over staffing, resources and decisions provided that actions are consistent with Council policies.
- Can lead and deliver in a political environment.

Haringey Values

- Lives, and can articulate for others, our values: Human ▪ Ambitious ▪ Accountable ▪ Professional

Indicative Knowledge, Qualifications, Skills and Experience:

- Deep knowledge of concepts, principles and practices gained through extensive experience and development in a specific field.
- Degree level or equivalent qualification plus substantial post qualifying in specialised field.

- Membership of appropriate professional body by examination e.g. CIPFA, RICS or evidence of continuing professional development (CPD).
- Excellent communication skills.
- Ability to work with high level internal and external stakeholders.

Example Job Titles at Level B:

- Assistant Director
- Director of Adult Social Services
- Programme Director Tottenham

Indicative Performance Measures:

- Specific measures from the Medium Term Financial Plan.
- Achievement of Council's Corporate Priorities.
- Achievement of the outcomes within the Council's Corporate Priorities and Workforce Plan within their service.
- Participate in external assessments e.g. Ofsted, Peer Review.

Leadership Qualities:

- **Achieving Ambitious Outcomes** – Makes sure that all activities contribute towards the organisation's vision and goals. Typically looks two to three years ahead.
- **Service Excellence** – Continually strives for a better future. Measures success and takes action to achieve and maintain excellence.
- **Thinks Differently** – Has sharp thinking to look at information in a new way. Comes up with many ideas and advocates change/new approaches. Is comfortable being uncomfortable.
- **Visible Leadership** – Is a corporate leader, showing teams the strategic direction. Understands individuals, what motivates them and how to get the best from people.
- **Work in Partnership; One Council** – Uses initiative to build networks and relationships internally and externally, consulting widely, particularly with residents. Understands the nature of conflict and finds ways to deal with this.

- **Open Communication** - Assertive and influential. Maintains a calm and optimistic tone, and has the confidence to challenge and persevere, even in the face of strong opposition. Listens to and shows empathy for different perspectives.



Job Specific Profile

Job Title and Service Area

Assistant Director, Digital and Change
Culture, Strategy and Engagement
Grade HB1

Role Purpose:

To provide strategic vision, leadership and management to the Council's digital, programme and transformation functions.

To lead the Council's Digital and ICT Services and its corporate approach to transformation and change, managing a flexible team of programme and project management professionals and acting as Head of Profession for all digital, transformation and improvement activity across the organisation.

To ensure a coherent and coordinated approach to digital and change programmes across the Council, with a focus on collaboration, benefits realisation and accountability for delivery in order to meet the Council's strategic priorities and the needs of Haringey residents.

Main Responsibilities (in addition to indicative accountabilities on generic profile):

1. Provide strong and visible leadership of the Haringey ICT service in the provision of a corporate Digital and Information service to support the achievement of the Council's priorities and deliver its business needs.
2. Design, implement and lead the Council's corporate approach to change and transformation, ensuring both innovation and compliance within a clear, cross-council framework.
3. Oversee the development, delivery and pace of large-scale major programmes that deliver demonstrable benefits; monitoring, measuring, and reporting on how these benefits are realised to provide assurance on the continued value of investment, taking

account of competing and/or conflicting priorities and the needs of the organisation, elected members, residents and other key stakeholders.

4. Design and implement the Council's digital strategy to ensure all change programmes are digitally enabled where possible and meet the Council's priority to Think Digital.
5. Drive a focused and collaborative approach to improvement and savings delivery, ensuring successful delivery of critical MTFS projects and supporting colleagues to improve services and outcomes for Haringey residents through promotion of best practice approaches to programme and project management, effective use of data and insight, and involving residents through co-production and co-design.
6. Be responsible for the council's ICT security, business continuity and disaster recovery.
7. Be responsible for information management including master data management and ensuring data and insight are harnessed and able to be used strategically to design and improve services and outcomes for residents.
8. Provide strategic management of ICT suppliers through collaboration with procurement and service stakeholders across the council.
9. Be accountable to CLT for leading and managing a programme of corporate and critical change projects
10. Take responsibility for specific corporate projects and programmes as allocated from time to time.

Knowledge, Qualifications, Skills and Experience (in addition to those on generic profile):

- Appropriate professional qualification and evidence of continuing relevant professional and personal development as a senior leader in transformation, digital and / or ICT environments
- Very strong management, leadership and communication skills
- Understanding of the workings of local government.
- Effectively demonstrate knowledge of Haringey's vision, values and strategic objectives
- Understand how to develop an ICT, digital and transformation vision, strategy and service delivery plan

- Managing large teams of people (cascading responsibilities) including in a matrix organisation
- Managing large and/or multiple change/transformation programmes, projects and budgets, especially with experience of delivering cashable financial savings

Dimensions:

Role reports to: Director of Culture, Strategy & Engagement

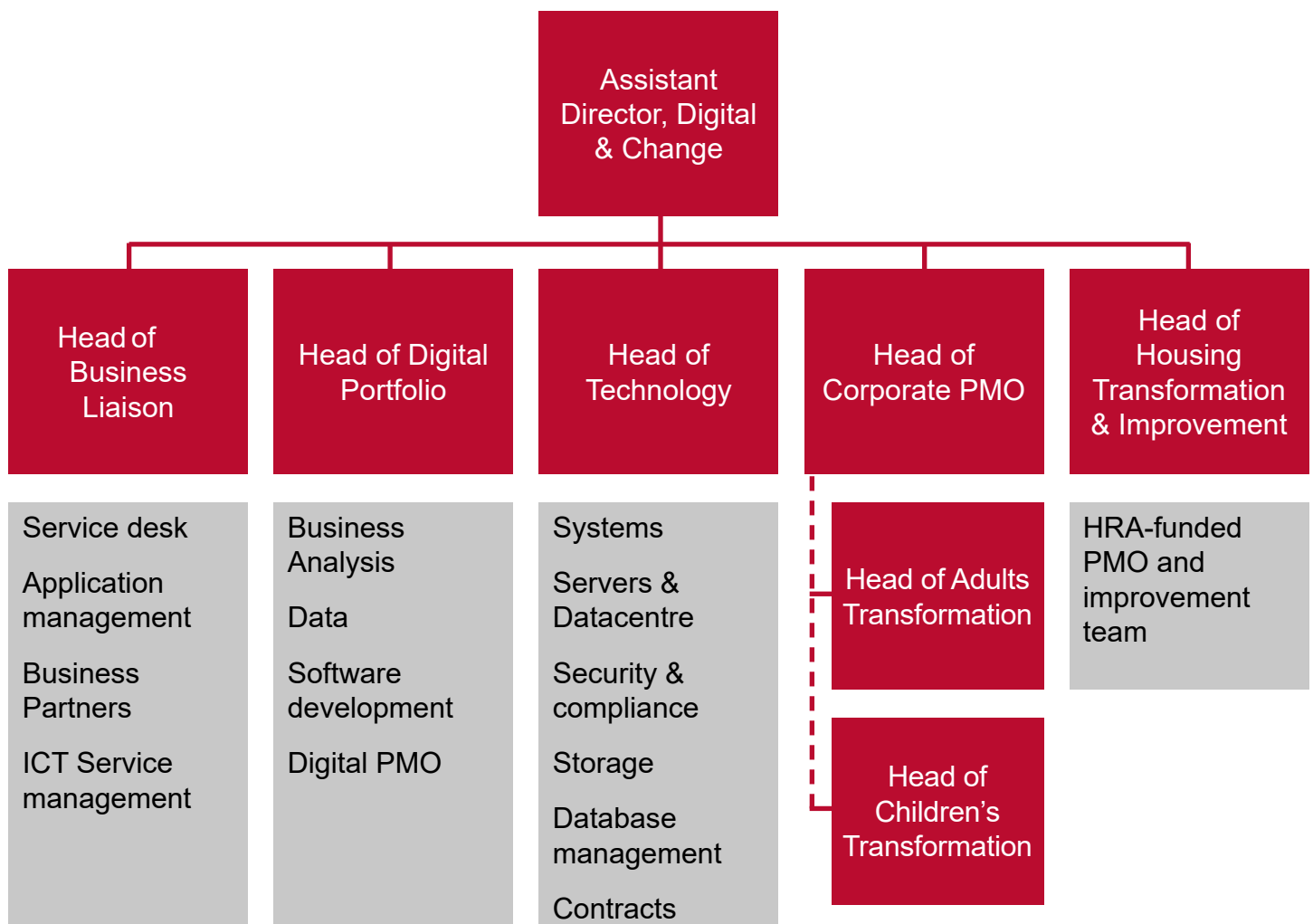
No. Direct reports: 5

Total staff headcount: 200 approx.

Staff budget: £6.5m (revenue including HRA)
£4.3m (transformation funded)

Other budget: £5.1m contracts + capital programme

Organisational Structure



About Haringey

The London Borough of Haringey is very varied in geography, with wooded high ground around Highgate and Muswell Hill in the west of the borough, falling sharply away to the flat, open low-lying land beside the River Lea in the east. It is similarly varied in urban form, with older more prosperous and 'greener' sub-urban villages in the west, and a more 'urban' mix of modest early 20th century working class houses, council estates and industrial or ex-industrial buildings in the centre and the east.

Haringey is above all else a distinctive and diverse borough: as the point where outer London meets inner London, affluent areas adjoin areas of high deprivation. In little more than 11 square miles, 67% of our 263,000 population come from BME or Other White ethnic groups. This diversity is reflected in the fact that more than 180 languages are spoken by Haringey residents, and 30% of Haringey residents do not speak English as their main language. The borough is also home to a young population: 21% of the population are under-18.

Haringey is the fourth most deprived borough in London, with deprivation more concentrated in the north east. Relative deprivation has reduced since 2015, though Haringey's London ranking has not shifted significantly. 2012 to 2019 saw the jobs market growing more slowly in Haringey than the London average.



About the council

The Council's priorities as outlined in the Borough Plan 2019-23 are as follows:

- Housing Haringey's people
- Building and retaining wealth in our community
- Tackling serious violent crime
- Reducing inequality and making Haringey a fairer place

You can also read our last budget consultation document: [Our Haringey, Our Future](#), which demonstrates ideas on how we are allocating resources to address our priorities, in order to:

- Ensure we can meet the growing need of our most vulnerable residents – through substantial additional investment in children's and adults' services; in resources for the provision of temporary accommodation; and with our partners investing in earlier intervention and early years.
- Enhance support for women and girls impacted by domestic abuse and other forms of violence.
- Support our ambitious plan to play our part in tackling the climate emergency.
- Invest to ensure we are a sustainable and fit for purpose organisation able to deliver the high-quality services our residents, businesses and partners expect, with co-production running through everything we do.
- Invest for the long term in our public realm including roads, pavements and parks; our schools and young people's services; and our civic centre.

The council is made up of 57 councillors. Each of the 19 wards that make up the borough has three councillors, elected by residents of that ward every four years. The current political composition of the council is:

- Labour – 50 councillors
- Liberal Democrats – 7 councillors

The leader of the council is Cllr Peray Ahmet.

[London Borough of Haringey Website](#)

[Borough Plan 2019 to 2023](#)



Haringey Values

Human

- We make it easy to deal with us
- We ask our customers what they think and listen to what they say
- We are aware of our impact on others
- We build trusting relationships
- We are honest and supportive
- We are passionate about difference

Ambitious

- We compare our performance with the best
- We continuously improve
- We are curious and innovative
- We look for different ways to do things
- We are brave
- We embrace change

Accountable

- We deal with things without being told
- We keep our promises
- We give credit where credit is due
- We spend taxpayer money as carefully as we would our own
- We solve problems
- We all do our fair share

Professional

- We resolve matters the first time
- We serve others as we wish to be served
- We have the right skills
- We take pride in what we do
- We care about our reputation
- We are business-focussed

Our Services and Leadership

The Council is led by the Chief Executive, Andy Donald, and a senior management team that provides leadership to the authority and individual service departments.



Rewards and Conditions of Service

Employment to this role will be subject to the general conditions of service as negotiated by the Joint Negotiating Committee for Chief Officers of Local Authorities and any local conditions of service or local agreements adopted by the council.

Probation

All new entrants to the local government service are subject to the completion of a satisfactory probationary period of 6 month(s).

Hours of Work

Your hours of work are those required to fulfil the requirements of this post. The basic working week is 36 hours per week.

Superannuation

The post is eligible to join the Local Government Pension Scheme.

Equal Opportunity Policy

The Council actively promotes equality of opportunity in employment and service delivery.

Annual Leave

The annual leave year runs from **1st April to 31st March** with the following entitlements for Senior Managers (given in working days):

Grade	1-4 yrs service completed	5 yrs service completed	6 yrs service completed	8 yrs service completed	10 yrs service completed
Senior Managers Level B and C HB1A, HB2A, HB3A HC1A-HC3A HC1B-HC3B HC1C-HC3C	30	30	31	32	33
Senior Managers Level A HA2A	36	36	37	38	39

Contractual Sick Pay

Entitlement for contractual sick pay is based on your length of service as outlined below:

In your first year of service:	One month's full pay and, after four months' service, two months' half pay.
In your second year of service:	Two months' full pay and two months' half pay.
In your third year of service:	Five months' full pay and five months' half pay.
In your fourth & fifth year of service:	Five months' full pay and five months' half pay.
After five years' service:	Six months' full pay and six months' half pay.

Haringey Equality Principles

Haringey Council is committed to the principles of equality of opportunity, fairness and quality of life for all, both in terms of how we work with the community and in our role as an employer.

Objectives:

- To narrow the gap in outcomes.
- To identify and reduce violence that has a disproportionate impact on particular communities and groups.
- To support the development of strong communities.
- To have a diverse workforce at all levels of the organisation.

Principles

1. Work with residents and employees to create communities which are able to come together, value diversity and challenge discrimination.
2. Actively talk to community groups who are made up of and/or support people with protected characteristics.
3. Work alongside the wider voluntary sector, statutory partners and local businesses to promote equality of opportunity and foster good relations.
4. Continue to monitor and assess the impact of our strategies, policies, programmes, projects and commissioning on equalities.
5. Improve and strengthen the collection and use of equality data, so that we can seek to improve outcomes for groups with protected characteristics.
6. Continuously seek to improve our approach to promoting equality, drawing on best practice from elsewhere, input from our staff equality networks and feedback from our residents.
7. Ensure that the requirements of the Equality Act are well communicated in the borough; starting conversations about equalities at the earliest opportunity; and fostering an environment where everyone understands their responsibilities under the Act.

Additional reading

(Click on the image to read.)



Application Process

Closing date for applications: Tuesday 3 January 2023

Preliminary/Technical Interviews (virtual meetings): Wednesday 18 January 2023

Assessment Centre (in person): Wednesday 1 February 2023

Final Interviews (in person): Friday 3 February 2023

For a confidential discussion please speak to:

Dawn Faulkner

Tel: 0121 312 3755

Email: dfaulkner@faerfield.co.uk

TO APPLY FOR THIS ROLE, PLEASE CLICK [HERE](#)

