

Role profile

Job Title:	Strategic Commissioner for Working Age Adults	Directorate:	Adults and Public Health
Department:	Commissioning and Use of Resources	Grade:	14
		Post no.:	68611
		Location:	Perceval House
Role reports to:	Head of Integrated Commissioning		
Direct reports:	Two		
Indirect reports:	Nil		

Job description

Recruitment practices to safeguard and promote the welfare of children and/or vulnerable adults apply to this post in addition to the requirement to obtain a Disclosure and Barring Service (DBS) check.

Purpose of role

The Strategic Commissioner for Working Age Adults will take a lead role in the redesign and development of commissioning functions in relation to good quality and affordable services for adults with Mental Health or with a Learning Disability (and for adults with a learning disability with autism), their families and carers across Ealing. The Strategic Commissioner will be responsible for services to meet the health and wellbeing outcomes for adults with mental health needs and or a learning disability, ensuring sufficiency of a diverse range of services addressing health inequalities experienced by this cohort. The postholder oversee a collaborative approach to commission services across residential, community provision, complex care, access to housing, employment, day opportunities, respite and advocacy services that are closer to home and connected to the community. The commissioner will be responsible for applying robust commissioning principles and a whole system approach to address needs for working age adults, in collaboration with service users, carers and families and stakeholders across the

Ealing health and care system. This will required advanced knowledge of commissioning, contract management, market management, coproduction, as well as a high level of skill in community engagement, partnership working, stakeholder management and political awareness.

The commissioner will have an in-depth understanding of the legal and regulatory framework relating to Adult Social Care including Care Act 2014, Mental Health Act 1983, Human Rights Act 1998, Mental Capacity Act 2005, Children's and Families Act 2014. Knowledge of Section 117, Continuing Health Care, housing and procurement legislation is essential for this role.

Working with colleagues in Adults Services, Housing, Voluntary Sector, the Commissioning Alliance, Children's Services, Public Health and the NHS West & North London Integrated Care Board, the commissioner will be responsible for supporting the delivery of commissioning strategy for adults with Learning Disabilities and Mental Health, with a strong emphasis on delivering evidence-based support and interventions and working with a range of professionals to inform policy and best practice, in a holistic, person centred way.

The role will deputise and advise the Integrated Head of Commissioning and represent the Council at a variety of partnership meetings to to determine needs, commissioning priorities and resource allocation. As part of a strategic commissioning team the post will also provide reports to the NHS West & North London Integrated Care Board, Scrutiny and Health and Wellbeing Boards as required.

Key accountabilities

- Lead on the development and implementation of commissioning strategies for Learning Disability and Mental Health across social care, housing and public health.
- Synthesise complex data from across the whole system and use intelligence and evidence to undertake a thorough options appraisal drawing on best practice and available evidence to make recommendations for commissioning or re-commissioning of services or for the decommissioning of activities.
- Lead on the active engagement, coproduction and involvement with social care, families and carers, voluntary sector, health, and other stakeholders to monitor changing needs of working age adults; evaluating service delivery to inform commissioning of future services to ensure they remain responsive to changing policies and needs.

- Lead on market shaping and strengthening relationships with providers to increase the range and quality of services provided. Support and interface with market management and operational colleagues to ensure commissioning practice, sustainability and value are aligned and deliver improved outcomes and providers of services are meeting quality standards and are supported to develop as part of the local provider market.
- Working with colleagues across Adult Social Care and Integrated Care Board, to strengthen arrangements between the community health teams; and to develop a more effective crisis response; and improving the quality and range of day opportunities, supported housing and residential services available.
- Improve personal outcomes for people of all ages with mental health needs, or learning disabilities and people with autism in the context Connected Communities Better Lives programme, and to work closely with colleagues in Children's Services to support improved outcomes for people aged 14-25 through effective Transition.
- Support the Strategic Director of Adults and Public Health and the Head of Integrated Commissioning to implement and set the strategic direction for all relevant transformation or commissioning plans using evidence based practice, best value and delivering the modelling of demand and capacity to inform system change.
- Working with colleagues in procurement, legal and finance, provide effective and efficient delivery of commissioning and procurement across Adults and Public Health, in line with legislative requirements, and working with service providers to develop the market to meet changing needs.
- Lead on the development of comprehensive specifications reflecting policy, best practice and local need and prepare contracts to reflect performance requirements, and in accordance with Council governance and contract procedural rules.
- Establish and maintain effective contract monitoring to measure progress against key national and local performance targets, reporting issues to the Head of Integrated Commissioning and the Council executive team as appropriate and instigating remedial action in areas of under-performance.
- Ensure effective financial value is achieved in the delivery of commissioned services, considering national and local policy frameworks and the financial obligations of the NHS and Local Authority.
- Support the delivery of MTFs efficiencies within relevant programmes, ensuring commissioning activity meets savings requirements while embedding inclusive practice and addressing complex needs.
- Work with cross-council portfolios and corporate teams to support corporate commissioning initiatives, ensuring coherence of approach, compliance and delivery of strategic priorities.

- Lead role in working with Public Health on needs analysis, commissioning strategies and procurement activity, including assessment and evaluation of impact to inform continuous improvement.
- Work in partnership with the independent sector, statutory services, service users and carers to develop opportunities and services to meet changing needs, ensuring resources are used in a flexible manner to cope with variations in demand and to safeguard the provision of front-line services to vulnerable adults.
- Contribute to Adult Social Care commissioning partnership arrangements including the Market Position Statement, Housing Needs Assessments and Better Care Fund Plans; plus, other programmes associated with it, managing this within the West and North London Integrated Care Board Ealing Integrator Partnership and Ealing Council governance and financial procedures and protocols.
- Work effectively with colleagues in other local authorities, through the Commissioning Alliance and other partnerships, to maximise opportunities for achieving economies of scale and joint approaches to commissioning and for bidding for external funding to support local initiatives.
- Foster positive internal relationships across the directorate and organisations to identify opportunities to collaborate, maximise the use of resources and improve service delivery, particularly in relation to commissioning from the voluntary and community sector.
- Oversee grant and commissioning arrangements with the voluntary sector relating to mental health and learning disabilities.
- Prepare reports for the Council, the Integrated Care Board, partnership boards and external bodies as required.
- Provide expert advice to other colleagues in the Council, the Integrated Care Board and service providers in relation to commissioning services to meet the needs of children and young people.
- Keep abreast of national policy, legislation and best practice relating to working age adults and reflecting these in the setting and monitoring of contract standards for learning disabilities and mental health.
- Carry out duties with due regard to the Council's Equalities and Diversity Policy and national legislation.
- Undertake other duties and responsibilities of a similar professional nature and at a similar responsibility level to those described above which might be allocated from time to time.

Key performance indicators

- National Indicators for Adult Social Care, in particular, those focused on service delivery targets for specific client groups.

- National Targets for Public Health and NHS, in particular those focussed on client group-based services.
- Local indicators, in particular those embedded in contractual arrangements and service re-design initiatives, as well as Local Authority and NHS corporate requirements.
- Service user and resident satisfaction.
- Service user complaints handling.
- Effective budget management within cash limits.

Key relationships (internal and external)

London Borough of Ealing

- Adults and Public Health
- Housing
- Children Services
- Safeguarding Boards
- Legal
- Commercial
- Community Safety
- Mental Health
- Learning Disabilities
- and other corporate departments

NHS

- Members of Senior Leadership Team and colleagues across the ICB and local Trust
- GPs and other clinical leads in ICB Executive
- Senior Leadership team and colleagues

Central Government references

- CQC
- Department of Health and Social Care
- Ofsted

Other

- Service providers
- Voluntary sector and community groups

- External organisations and funding bodies such as London Councils, Integrated Care Board, other local authorities, the Big Lottery, Government and the GLA
- West London Alliance, Strategic Partnership and Contract Management Boards
- Trades Unions (esp. UNISON and GMB)

Authority level

- Direct line management responsibility for 2 staff: commissioning support officer and apprenticeship.
- Responsible for shaping delivery of local strategy in response to legislation and national policy direction, emerging needs, performance and value for money issues.
- Budget responsibility for a defined budget

Person specification

Community and partnership working are essential for all roles as are a commitment to Equality, Diversity and Inclusion and ensuring Health and Safety at Work for everyone working at Ealing Council.

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Essential knowledge, skills and abilities

1. Good practical knowledge of legislative, social and economic issues relating to health and social care services for adults, carers and their families.
2. Proven experience of the commissioning process (needs and gap analysis, procurement, contract management and review), including knowledge of procurement rules and legislation.
3. Proven experience of auditing and evaluating services to ensure that specified service outcomes are being met and of addressing under-performing services.
4. Strong written and verbal communication and presentation skills with the ability to communicate successfully at all levels to a variety of audiences.
5. A good understanding of demographic profiling, health inequalities and health and social care issues in a diverse community

Essential qualification(s) and experience

1. Educated to Masters level or equivalent level of experience of working at a senior level in mental health, learning disabilities, or adult social care.
2. Evidence of successful strategic implementation of service delivery partnerships within the Adults commissioning services context or similar environment.
3. Demonstrable experience of managing budgets and other resources including evaluating competing budget priorities to achieve deliverables within the limits agreed.
4. Proven experience and ability to assess risk whilst effectively developing services and strategic priorities including formulating and implementing control measures in service provision and of delivering evidence based and measurable outcomes for service users and carers through the commissioning of services.

5. Proven experience of developing and implementing robust monitoring and performance management systems for quality and reporting, inclusive of processes to continuously develop people and services.
6. A proven track record of working and communicating effectively with a wide range of internal and external bodies to achieve corporate and service objectives of a comparable organisation.
7. Demonstrable experience working effectively within a political environment, providing clear, balanced advice and guidance on strategic issues that achieve the corporate and service objectives of the organisation.

Values and behaviours

Improved life for residents	Trustworthy	Collaborative	Innovative	Accountable
• Is passionate about making Ealing a better place • Can see and appreciate things from a resident point of view • Understands what people want and need • Encourages change to tackle underlying causes or issues	• Does what they say they will do on time • Is open and honest • Treats all people fairly	• Ambitious and confident in leading partnerships • Offers to share knowledge and ideas • Challenges constructively and respectfully listens to feedback • Overcomes barriers to develop our outcomes for residents	• Tries out ways to do things better, faster and for less cost • Brings in ideas from outside to improve performance • Takes calculated risks to improve outcomes • Learns from mistakes and failures	• Encourages all stakeholders to participate in decision making • Makes things happen • Acts on feedback to improve performance • Works to high standards

