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| **Service:** | Economy Directorate |
| **Post title:** | Director of Economy |
| **Grade:** | AD2 |
| **Responsible to:** | Chief Executive |
| **Staff managed:** | Manages a group of managers |
| **Date of issue:** | June 2024 |
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| Job context |
| * The York and North Yorkshire Combined Authority was established in January 2024, with its first Mayor elected in May 2024. The organisation and region are ambitious to deliver transformational economic change across the whole geography, recognising the diverse places and geographies making up York and North Yorkshire. With city of York alongside, market towns, rural and coastal economies, York and North Yorkshire is vast in scale and rich in opportunity and you will be responsible for ensuring all parts of the region benefit from Combined Authority investment and development. * As a key part of the Combined Authority Leadership team the post will be expected play a lead role in the development of the organisations capacity, culture and capability, building a high performing culture, leading by example and shaping the organisation as it grows and builds trust locally with key stakeholders and nationally with Government. * As Director of Economy the post will be a key member of the Combined Authority Leadership team and will be responsible for delivering over £1bn investment across York and North Yorkshire. * The role will be responsible across the economic development agenda, working closely with the Mayor, Combined Authority and local stakeholders to implement the existing devolution deal whilst developing ambitious strategies and plans to secure new powers and investment. In particular the role will be responsible for   + Development and implementation of economic strategies and plans including;     - Strategic Economic Plan     - Statutory Strategic Transport Plan     - Housing Investment Plan     - Skills Plan including Adult Education Budget     - Routemap to Carbon Negative   + Delivery of Investment Programmes including;     - £540m Mayoral Investment Fund     - £379m Local Transport Fund     - c.£15m pa Skills and Employability Programmes     - Business Growth and Trade & Investment Services     - c. £6.5m pa Brownfield Housing Programme     - Wider devolved funding e.g Shared Prosperity Fund   + Strengthening the economic intelligence and evidence base, working collaboratively to create opportunities and building the case for future devolution. This includes leading the evaluation function for the Combined Authority, including leading the monitoring and reporting for the five-yearly gateway checks with government. * York and North Yorkshire is unique in that the Combined Authority has just two constituent authorities (City of York and North Yorkshire). This creates an opportunity to be dynamic, creating ambitious plans to secure new investment into the region. The Director of Economy will build strong partnerships across the region working closely with both Local Authorities and a wide range of stakeholders, building trust, capability and capacity to deliver across the economic agenda. * The post will demonstrate strong commercial skills, maximising private sector investment and impact across the region. * Politically aware, the post holder will develop strong relationships with the Mayor, Combined Authority Members and Local Authority Cabinet Members building support and commitment for our ambitious plans and demonstrating keen influencing skills in securing wider support. * As a Director you will provide outstanding strategic and organisational leadership to develop, embed and sustain the Combined Authority. With colleagues you have collective responsibility for the development and delivery of the new organisations operating model and supporting the development and embedding of the values and behaviours throughout the Authority. You will promote diversity and inclusion throughout the Authority and through partnerships and relationships with other stakeholders. * You will act as an advocate for the Authority at local, regional, and national level, developing and enhancing the Authority’s’ reputation and influence, building partnerships and enabling the Authority to be a leader in the field.   As Director of Economy you will lead on the Authorities Economic framework, including the economic priorities, plans and policies already shaped by City of York Council (CYC) and North Yorkshire Council (NYC), and uses them to build a framework of priorities and ambitions for the York and North Yorkshire Combined Authority that deliver across York and North Yorkshire.  The three overarching ambitions for the economic framework include:   * Transition to carbon negative * Deliver good economic growth * Ensure opportunities for all   This job is a politically restricted post as defined by the Local Government and Housing Act 1989. |

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| Structure |

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| Job Description | |
| Job purpose | **To be responsible for the effective delivery of Economy Directorate for the Combined Authority. To provide strategic leadership and direction, operational management and financial management for the directorate, ensuring delivery of high-quality strategic aims. Support the development of cross-cutting strategies across diverse services.** |
| Operational management | * Lead the delivery and capability of economic, housing and regeneration, low carbon, superfast broadband, flood resilience and skills capital infrastructure programme/project management at the Combined Authority including direct management of internal project teams and of project managers assigned to partners. * Provide leadership on the implementation of programmes and projects, ensuring the Combined Authority delivers the right initiatives within the agreed constraints and maximises value and guarantees the benefits. * Lead the delivery of policy outcomes working in partnership with constituent authorities, businesses, government, and other public organisations * Responsible for the leading, planning, delivery and strategic development of the region’s Strategic Economic Plan (SEP), emerging Policy Framework, and position at the heart of a partnership of constituent authorities, businesses, government and other public organisations. * Ensure the Combined Authority (CA) and its partners have strong policy foundations to transform economic and social outcomes for residents and businesses across North Yorkshire and York, with a particular focus on Inclusive Growth. * Strategically lead the Economy directorate ensuring compliance with Combined Authority policies, procedures and assurance processes. * Be responsible for ensuring strong financial and risk management across the economy directorate supported by robust reporting and mitigation. * Take a lead role in the development of the Combined Authority Leadership team, building strong relationships across the wider directorates. * Lead by example demonstrating a commitment to performance, quality and assurance across the directorate. * Provide strong strategic planning across the directorate, ensuring corporate support services and engaged and have clear sight of future assurance and governance support needs. * Exercise professional leadership through managing staff involved in developing and delivery of the economy directorate priorities. * Establish a culture and approach within Economy Directorate providing clear objectives and priorities which filter through to individual and team objectives that encourages and promotes performance management and improvement.   All Corporate Directors have a joint responsibility to:   * Provide outstanding strategic and organisational leadership to create, embed and sustain the Authority. * Be responsible for the delivery of the new authority operating model. * Ensure the Authority’s values and behaviours (once developed) are embedded across all services. * Promote diversity and inclusion throughout the Authority and through partnership and relationship with other stakeholders. * Lead the development and implementation of strategies to ensure corporate objectives and performance targets in the Combined Authority are met and actively promote, develop and review the Combined Authority Plan to support performance improvement. * Be accountable, as a member of the Leadership Team, for the overall management, resources and performance of the Authority ensuring services operate with commercial effectiveness. Keep the Leadership Team informed of proposals which have significant financial and service implications for the Authority. Develop, deliver and support the Authority’s change programmes as appropriate. * Ensure policies of the Authority and services provided or commissioned are fit for purpose and mutually reinforcing. * Monitor the performance of services and ensure corrective action where performance falls short of policy objectives. * Keep the CEO informed of all matters affecting the performance of their role as CEO of the Authority. * Keep the CEO, Mayor and Executive Members appraised of matters which are particularly sensitive or controversial in nature. * Identify the needs of the service, produce and implement a future-focused Directorate business and performance plan, set challenging goals that focus on step change improvements and ensure that its objectives are achieved. * Drive transformational organisational change in order to achieve excellent member, customer and partner relationships while delivering cost-effective, high-quality services to residents. * Be responsible for the Wellbeing, Health & Safety of staff in line with the Health & Safety Policies and practices. * Carry out roles identified within the resilience and emergencies and business continuity policies. Take a lead where required on single and/or multi agency response to emergencies both in and out of hours. |
| Communications | * As the Authority’s principal adviser on economic development, provide support and advice to officers and Members on initiatives, policy and strategy which will achieve the Authorities objectives and contribute to employment and economic growth. * Support and inform the development of national policy in these areas. * Represent the Authority within the business community and other external agencies, and take a lead role in coordinating activities with government bodies, other local authorities, Business Improvement Districts, the local community, the private sector and other stakeholders, to realise employment and business opportunities and maximise economic benefits and opportunities. |
| Partnership / corporate working | * Work with all relevant partners to deliver and support the Authority and related partner services in order to improve life for local communities. * Lead, develop and sustain effective working relationships and partnerships with significant local, regional and national partners. |
| Resource management | * Develop and implement service and financial plans to provide cost effective services which deliver agreed objectives, priorities and improvements in the context of the Authority’s strategies and plans. Ensure stretching targets and measurable outcomes are agreed with the CEO and properly and regularly monitored and managed. * Exercise professional leadership through managing staff involved in planning, commissioning and/or providing resources services ensuring relevant professional and occupational standards are maintained. * Inspire, lead and manage staff within the Economy directorate; with overall responsibility for their performance, engagement and wellbeing. * Lead, motivate and empower the team to build upon best practice, fostering an innovative and creative culture, informed by insight, best practice, market research and trends so the service is recognised as a leader in the field   Responsibility for delivery of Combined Authority Economic Investment programme including:   * £540m Mayoral Investment Fund. * Integrated Transport Settlement and £379m Local Transport Fund. * Housing Investment Programmes including Brownfield Funding and Housing Retrofit * Net Zero/Climate Change strategies and programme delivery including energy infrastructure * Skills & Employability including Statutory Adult Education Budget responsibility. * Business Growth and Trade &Investment |
| Strategic management | * In order to ensure the corporate management of the Authority at a senior level and the execution of the Authority’s functions: * Serve as a member of the Authority’s Leadership Team, delivering to the corporate agenda. * Be the Director with responsibility for ensuring the delivery of the corporate objectives of the Combined Authority Plan/Economic Framework. * Lead the Authority’s Economic Services incorporating other related strategies * Ensure services provided or commissioned by the Authority comply with statutory requirements and national standards. * Establish a culture and approach within the Economic Directorate providing clear objectives and priorities which filter through to individual and team objectives that encourages and promotes performance management and improvement. |

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| Person Specification |
| Essential upon appointment |
| Knowledge   * Substantial knowledge of the national policy context, regulatory environment, financial legislation and key issues relevant to Economic Development   Significant understanding of the workings of local government and the current issues to be faced in a large, diverse Authority, particularly the financial, legal and political context of public sector management. |
| Experience   * Significant management experience at a senior level in a large complex public, private or voluntary organisation. * A proven track record of significant achievement in delivering service(s) in or closely with a local authority * Significant experience of budgetary responsibility including the successful management of large and complex budgets, delivery of savings. * Experienced in leading successful major organisational culture change within a large diverse organisation, including effective workplace relations to put the customer at the heart of service delivery.   Evidence of building and maintaining reputational management. |
| Occupational Skills   * Strategic planning skills and highly competent in strategic management with the ability to develop strategy, set high quality goals, objectives and priorities and the determination to secure their achievement. * Strong credible leadership with a passion for delivering improvement in services. * Excellent communication skills, strong negotiation and influencing skills and ability to effectively deal with the media. * Highly competent in financial management, to co-ordinate, monitor, interpret financial and management information and review financial resources, evaluating competing budgetary priorities and establish effective performance measures. * Able to display commercial/business awareness and the ability to gain and sustain customer confidence. * Business planning and ability to develop, communicate and secure ownership of a clear vision and direction. * Able to work successfully corporately for the benefit of the wider authority. * Development of practical and creative solutions to the management of strategic issues, resolves problems creatively, pragmatically and flexibly. * Political awareness and capacity for partnership working in a highly devolved and accountable service. |
| Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role   * Professional qualification at degree level or equivalent in a relevant subject and management qualification. * Membership of relevant professional body. |
| Behaviours   * Able to work flexibly to meet the demands of the job including some out of hours working at either evenings or weekends. * Committed to the development and demonstration of the corporate vision, values and behaviours. * Committed to ensure equality and inclusion are demonstrated. * Highly motivated and not easily discouraged. * Personal and professional demeanour and credibility which commands the confidence of members, senior managers, staff, members, external partners and other stakeholders. * A high degree of probity and integrity and work within the constraints of a publicly funded service. * A commitment to learning and achievement. * Able to travel for business purposes |

NB – Assessment criteria for recruitment will be notified separately.  
Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.