



ROLE PROFILE

Role title:	Executive Director Place and Connectivity
Reports to:	Chief Executive
Accountable for:	Place and Connectivity including Transport, Housing, Digital Connectivity and Strategic Planning

Working for our organisation

The Combined Authority was established in 2017 with a vision to make Cambridgeshire & Peterborough the leading place in the world to learn, live and work. We are committed to our values of leading with **compassion**, working **cooperatively**, and serving our **community**.

We have six keys to deliver sustainable growth which underpin our [overall work programme](#) which are anchored in the Devolution Deal and a refreshed operating model which will deliver against the following principles:

- Relentless focus on performance, accountability and transparency
- Evidence based and value driven
- Future facing, enabling us to shape and harness opportunity
- Recognises corporate skills and expert specialisms
- Whole system approach to delivery
- Culture which enables our people to aspire, thrive and flourish
- Consistent, visible leadership
- Proactive, collaborative approach to partnership working

This role is an integral part of the organisation and through authentic, strong and visible leadership will deliver against the above.

The key areas of responsibility will include transport, housing, digital connectivity, and strategic planning. The postholder will work closely with the Chief Executive Officer, Board and Thematic Committees in relation to key areas of responsibility.

Our overall work programme is ambitious and focused on the future to deliver tangible, sustainable and lasting change for our communities within a robust governance framework.

Main accountabilities of the role

Specific

- Ensures the customer is at the heart of all transport matters, working to ensure continuous performance improvement.
- Provides challenge and rigour to ensure that Cambridgeshire and Peterborough has a best in class, innovative transport system.
- Acts as the single point of accountability for all Transport related matters, delegating as appropriate to other officers as required, and deputising for the CEO as appropriate.



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- Ensures successful delivery of Transport related initiatives, including:
 - The development of transformative evidence-based policies, strategies & interventions and securing of funding where needed, to create an efficient, sustainable and effective transport system.
 - Leadership of the Local Transport and Connectivity Plan, its preparation, implementation, evidence base and review.
 - Determining the overall strategic investment strategy for transport in the region.
 - Oversight of the delivery of transport investment projects which continue to meet the Combined Authority's strategic priorities.
 - Responsible for ensuring the public transport system meets the needs of Cambridgeshire and Peterborough.
 - Leads and delivers Bus Reform across Cambridgeshire and Peterborough.
 - Accountable for transport's role in carbon reduction and environmental sustainability and safety.
- Manages external relationships and supports partnership working at an Executive level for cross-cutting transport interests.
- Advises the Authority (and its Boards) on the effective discharge of its powers & responsibilities.
- Provide corporate leadership as part of CMT on devolution discussions, taking a lead role for those areas within the Executive Director's areas of responsibility.
- Strategic leadership for delivering net zero ambitions and targets for the Combined Authority, working with teams across the organisation, and as an enabler and convenor for addressing climate change priorities across the C&P.
- Responsibility for preparation of the Local Nature Recovery Strategy, working in partnership with Cambridgeshire County Council and Natural Cambridgeshire and reporting as necessary to the Board and to Government.
- Oversee the management of the affordable housing and housing loans programme to ensure delivery of spend and outcomes set by the Board, and as a strategic leader in overcoming obstacles to housing growth, in particular the delivery of affordable housing.
- To provide strategic leadership for the Combined Authority and partners on planning, property and infrastructure issues as they affect the achievement and delivery of the Combined Authority's growth ambitions, programmes and projects.
- Lead the work on the Infrastructure Delivery Framework and work with local authorities and infrastructure providers to overcome barriers to growth through innovative policy or funding initiatives.
- Strategic Lead for Connecting Cambridgeshire, ensuring that digital strategy delivers against the Combined Authority's corporate objectives.



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- To support the Chief Executive and other Executive Directors to deliver the aspirations and outcomes contained within the Combined Authority corporate plan and associated strategies.
- Shape and deliver the objectives of the service to support the Combined Authority in achieving its vision.
- Take a proactive corporate role in the leadership of the organisation, including participation and delivery as part of the Corporate Management Team.
- Promote partnership working across the organisation and demonstrate the CIVIL (Collaboration, Integrity, Visionary, Innovation and Leadership) values and behaviours at all times.
- Influence, develop and motivate your team, taking a positive approach to their development at all times.

Corporate

- Provide strategic and timely advice and support to the Mayor, Combined Authority Board and Thematic Committees.
- Responsible as a member of the senior leadership team for consistent and visible leadership across the organisation, creating an environment where teams can aspire, flourish, thrive and perform.
- Ensure the Combined Authority's policy, people, financial and systems functions relevant to service areas are fit for purpose and meet all statutory requirements and enabling the Combined Authority to operate effectively and efficiently. Including adherence to the Combined Authority's Assurance Framework across all activities and programmes.
- To facilitate the identification and compliance with EDI improvements/changes across all services and service delivery, giving due regard to the requirements of the Public Sector Equality Duty when carrying out duties and functions/activities.
- Ensure delivery of quality, consistent, compliant and value for money services.

Leading people

- Provide visible leadership to the Place and Connectivity team.
- Create a positive and supportive learning and working environment through delegation, mentoring, and coaching of staff and promote a culture of collaboration by sharing knowledge and resources within the organisation.
- Support the development of individuals and teams to develop career pathways, ensuring a talent pipeline for the organisation.



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- Create the right working environment for your team with a solid work ethic of working towards achievement of our vision.
- Develop and demonstrate a strong performance management culture, ensuring that people are accountable for the delivery of results.
- Promote an understanding of and adherence to the Combined Authority's values by modelling appropriate behaviours and creating a corporate, collaborative and supportive environment that encourages and recognises those values.
- Ensure appropriate communication channels are in place and effective between you and your direct reports.

Portfolio of services

- Transport
- Housing
- Climate change
- Strategic Planning
- Digital strategy

This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other duties as directed by the Chief Executive that are commensurate with the level of the post. This document will also be supplemented by annual key objectives which will be set through the performance review process.

PERSON SPECIFICATION

Part one

Knowledge, experience and qualifications

- Educated or experienced to master degree/post graduate professional qualification level with supporting management training or equivalent experience
- Extensive experience of successful performing in a similar role including the provision of Place and Connectivity services in a high profile political environment
- Significant experience of applying the law in a Local Authority setting
- Demonstrates a commitment to equality, diversity and inclusion at all times
- Substantial and proven experience of operating in a senior leadership role responsible for a portfolio of services/teams
- Proven leadership and people management experience of developing high performance teams and adapting leadership style required in order for the individual and team to thrive and flourish
- Sound understanding of the corporate decision making, transport, housing & property, climate change environment in which the Combined Authority operates
- Experience of making compelling presentations and written reports for a range of audiences
- Strong political awareness and sensitivity combined with experience of providing direct advice to officers and members of a board on a range of complex issues both verbally and in writing
- Evidence of commitment to continuous professional and personal development

Part two

Skills, abilities and behaviours

- Confident communicator, able to discuss broad and complex issues with a wide range of partners/stakeholders using appropriate skills such as engagement, influencing and shaping.
- Demonstrable experience of negotiating and influencing stakeholders and partners.
- Able to develop effective working senior relationships and partnerships and drive consensus in a respectful and consistent way that builds trust and values the contributions of others.



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- Well-developed strategic and critical thinking combined with sound and timely decision making and leadership judgement.
- Agile, resilient with the ability to prioritise competing demands/deadlines and the determination to deliver.
- Demonstrable experience of successfully managing large scale budgets.
- Experience identifying and acquiring appropriate funding streams.
- Significant experience of commercial negotiation.
- Ability to:
 - work collaboratively as part of a cohesive leadership team ensuring open and effective communication
 - interpret, analyse, monitor and track information and progress and use judgement and evidence based decision making to create solutions and opportunities
 - able to communicate insights derived from the analyse of data/information to a range of audiences

Part three

Special requirements

- Able to work flexibly to fulfil the requirements of the role
- Able to attend meetings inside and outside of the region
- This is a politically restricted post as designated under the LGHA and any subsequent amendments