

# Kent County Council

## Job Description:

### Director – Infrastructure

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**Directorate:** Strategic and Corporate Services

**Grade:** KR17

**Responsible to:** Head of Paid Service

#### **Job Purpose:**

Lead and develop the Council corporate strategy for Property Infrastructure & ICT and commission the required services to ensure cost effectiveness, efficiency and responsiveness. Lead and direct the Business Services Centre (BSC) for the Council ensuring that the BSC is competitive, efficient and effective.

#### **Accountabilities**

Directors will work within the KCC Corporate Responsibilities for Senior Officers. In addition, as members of Extended Corporate Management Team, Directors and Corporate Directors will work together to make strategic decisions on the most effective use of the Council's agreed budget, resources and policies and enhance the reputation of Kent as a place as well as Kent County Council as the democratic agent of change in the region.

Develop and deliver the ICT strategy for the Council, engaging Members, Service Directorates and other stakeholders as required.

Develop and deliver the Property Infrastructure strategy for the Council, engaging Members, Service Directorates and other stakeholders as required.

Lead and develop, for the council, the commissioning of Property and ICT services, plans and solutions within an agreed budget and policy framework and act as Client for commissioned services in these areas.

Act as Head of Profession for either ICT or Property Infrastructure and ensure that there is suitable expertise within the team in order to enable the provision of strategic guidance and support to service providers for the other activity. Give expert advice to Cabinet and senior officers on complex/high level matters.

Provide overall management and direction for the Business Services Centre, ensuring the effective management of resources, service delivery to agreed standards, service

development and continuous improvement, and that any concerns from service directorates or external customers are addressed effectively and efficiently.

Develop and direct strategies for the maximum realisation of the Council's capital assets and the optimisation of the Council's estate to support office transformation.

Develop strategies to create opportunities for local partnerships to support a range of Property Infrastructure and ICT initiatives.

*This job description sets out the accountabilities specific to the role. These should be read in conjunction with the Corporate Responsibilities that apply to the Corporate Director and Director roles.*

## **PERSON SPECIFICATION –DIRECTOR OF INFRASTRUCTURE**

### **Qualifications**

Qualified to degree level or equivalent with a relevant property or ICT professional and management qualification.

Membership of a relevant professional body.

Evidence of continuing professional development.

### **Experience**

Extensive experience and successful track record of strong senior management in local government and/or other large and complex organisation.

Extensive experience of effectively managing and delivering a range of key services within budget in a technical, commercial business environment.

Extensive experience and successful track record of achieving solutions to enable delivery of a diverse range of services in partnership with other bodies both internal and external.

Extensive experience of managing and delivering either property or ICT services within a highly political environment.

Experience of commissioning either property or ICT services

### **Skills and Abilities:**

Able to establish strong positive relationships across the organisation at all levels including a relationship of both personal and professional credibility and trust with elected Members.

Able to establish strong positive relationships across partner and other external organizations that command professional confidence and enable effective delivery of services.

Able to demonstrate effective motivational leadership and vision to staff at all levels including a positive attitude to change in order to maintain and develop services in a constantly changing environment.

Able to command respect, influence and negotiate at a strategic professional and political level both locally and nationally in order to ensure the best interests of the Council are met.

Able to demonstrate a high level of personal resilience and focus in order to ensure the delivery of excellent services to the public.

Highly developed communication and presentation skills.

Able to effectively act as a member of the Strategic and Corporate Services management team.

Well-developed understanding of the varied needs of all customers and communities who access KCC services and how to engage them.

## **Knowledge**

Knowledge of shared services functions and relevant business practice.

Knowledge of best professional and commercial practice in either property or ICT.