

CANDIDATE BRIEFING PACK

Director Public Health

Prepared for Birmingham City Council

October 2024



Penna

FIND | EXCITE | SECURE

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Introduction

Birmingham City Council is embarking upon a comprehensive reorganisation and transformation journey, we want you to be a part of this pivotal change. Our commitment to addressing these challenges is unwavering for our business, our people, and our citizens. Strong leadership is essential to guide us through these uncharted waters while recognising the importance of creating equitable and inclusive solutions. Collaboration, strategic thinking, and resilience are fundamental as we strive to redefine our future. Join us to be a catalyst for change and shape the course of our exciting journey ahead.

"This is probably the most important top team that a local authority has ever recruited. The City Council is subject to supervision by Commissioners whilst it rebuilds itself at pace to satisfy Directions. The new Executive team, under the leadership of their new Managing Director, Joanne Roney, need to work together to break down entrenched silos, put the right structures and governance in place, and deliver a modern effective Council that can deliver resident focussed services whilst living within its means. Birmingham needs a Council that should be able to do things that no other council can do and being part of this is the top local government challenge".



Max Caller - Leader Commissioner, Birmingham City Council



Birmingham City Council – various roles

Birmingham City Council needs no introduction. The largest council in Europe covering a population of 1.1 million people, a global city – it is diverse, vibrant and has some big ambitions for the future.

The challenges faced by the council have been well documented. It is currently under Government intervention, working with commissioners to fix its finances and address the past issues it has faced, but it is making progress at pace.

New managing director Joanne Roney has just arrived – a vastly experienced leader, fresh from her post as chief executive of Manchester City Council and back in the city where she started her career.

She explains: 'The challenges for Birmingham City Council have been well rehearsed. We are still working with commissioners, 18 months into a programme of improvement and recovery and we are well on the way. We have tackled some of those big, fundamental issues that led to the intervention, and we are stabilising our finances.'

'My first priority is to work with the commissioners to complete the improvement journey.'

That will mean resolving the equal pay structure, implementing the Oracle software system and getting the finances on track – the issues that caused the intervention in the first place.

Now she is recruiting a new team to help push the organisation forward – a deputy managing director and four executive directors covering adult services, growth, corporate services, and finances respectively.

She tells *The MJ*: 'We need to bring about large-scale transformation at pace, and we need a senior management team that is experienced at transforming services, bringing forward innovation, and leading our very dedicated and committed officer cohort with a passion, drive and energy.'

She describes a council culture where the public service ethos runs deep and there is a determination to deliver the very best for residents following the challenges of the past few years.



As a place, she says Birmingham is an incredibly diverse city, adding: 'If you care about celebrating diversity and equality, this is the place to be.'

It will take some of the most experienced and able people in local government to sustain the progress and inject the innovation and excitement that a city like Birmingham deserves. They will need exceptional leadership skills, endless enthusiasm and an iron grip

on services.

They will also need to understand what it takes to deliver on a huge scale, have an acute understanding of governance and the ability to hold themselves and their colleagues to account on the progress they are making.

Roney says: 'We are looking for credible leaders who really know what good looks like.'

The executive director of corporate services is a new role, created to strengthen the corporate core of the council, to transform the processes, the technology and the innovation that will lead to the long-term change that Birmingham needs to deliver world class services for residents.

'It is fundamental to the grip and oversight we need,' Roney explains.

When it comes to the executive director of finance, Birmingham will need someone with experience of a large, complex organisation, who can transform services and drive efficiency savings, while rebuilding stability in the finances.

They will be responsible for the

Oracle implementation, fixing the failed service that contributed to the council's intervention.

As executive director of adult services, candidates would be taking on a strong service covering adult services and public health. With a strong focus on prevention and integration, they will need to transform services to make them financially sustainable for the future.

In Birmingham, the executive director of growth has an opportunity like nowhere else, leading the renaissance of a world city and

putting people at the heart of the economic growth strategy.

Roney says: 'This is the opportunity to join a globally significant city at a critical time. You can make a real difference quickly, and you will be part of turning around one of the most important cities in the country.'

'You would be coming at a time when there is real energy and momentum to improve, with political commitment.'

'These jobs are doable. There is a difficult path ahead, but there is a clear vision of how to get through it and a dedication and commitment from staff that is awe inspiring.'

John Cotton, leader of Birmingham City Council is positive about the path ahead for the council, saying: 'Joanne Roney's arrival as our new managing director and the creation of her new senior team marks the beginning of a key chapter in the recovery journey, as we strive to become the council that the people and communities of Birmingham deserve.'

'We are moving in the right direction, but it's now time to redouble our efforts, and I look forward to working with Joanne's new team to continue our recovery and transformation.'

Max Caller, lead commissioner at Birmingham City Council, adds to this, saying: 'This is probably the most important top team that a local authority has ever recruited. The city council is subject to supervision by commissioners while it rebuilds itself at pace to satisfy directions. The new executive team, under the leadership of new managing director, Joanne, need to work together to break down entrenched silos, put the right structures and governance in place, and deliver a modern effective council that can deliver resident-focused services while living within its means.'

'Birmingham needs a council that should be able to do things that no other council can do and being part of this is the top local government challenge.'

Roney tells *The MJ*: 'This is the biggest leadership challenge that exists in local government, but you will be supported to succeed here, from me and from our politicians.'

'There is a job to do to re-engage with our communities, to restore confidence and put citizens at the heart of what we do. If you are committed to public services and you care about delivering services that really makes a difference to people's lives, this is the time to come here.'

'We want to rethink, reimagining and re-engage. And we want to put Birmingham back on track to be the best global city it can be.' ■



Joanne Roney – managing director, Birmingham City Council

Birmingham City Council Public Health Division

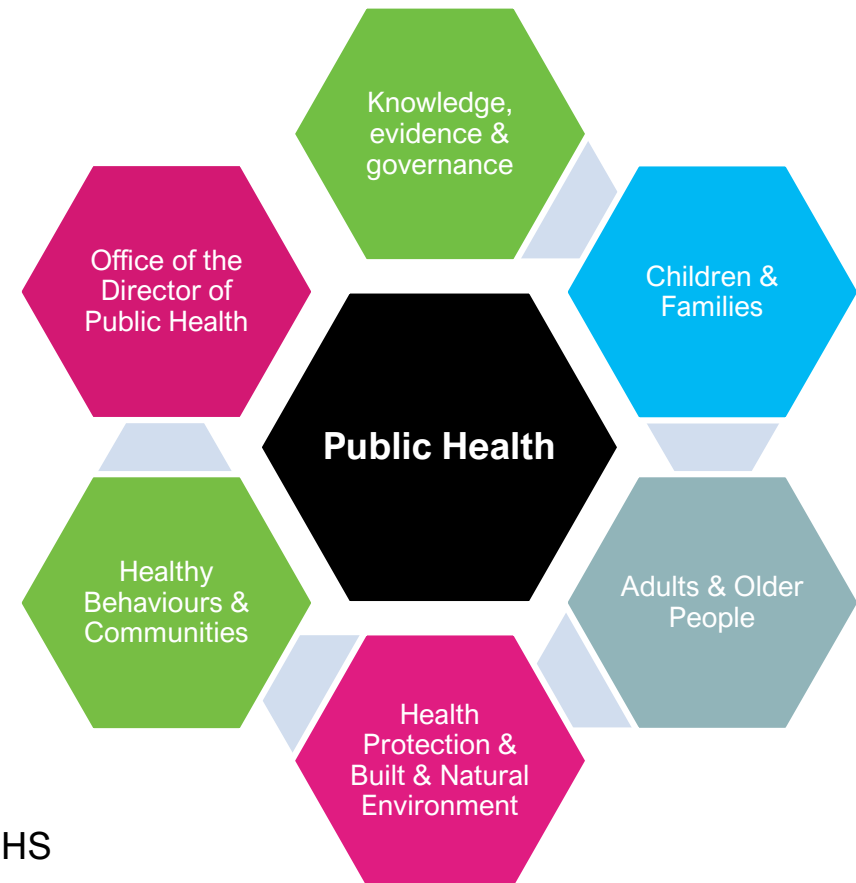
Welcome to Birmingham's Public Health Division.

We aim to be a world class specialist public health unit supporting, and delivering, evidence based public health approaches that protect and improve the lives of the citizens of our city.

Our work makes a difference to every citizen of Birmingham and what we do matters not just today but for generations to come.

We have a range of statutory responsibilities that were set out in the Health and Social Care Act when public health returned to the local authorities from the NHS, these include:

- Health and Wellbeing Board & its strategy for reducing health inequalities and improving health and wellbeing
- Joint Strategic Needs Assessment
- Commissioning of the mandated public health services
- Provision of public health specialist advice to the Council and the NHS



Birmingham is the UK's 2nd largest city

 1.14m

29% are under 20 years

over 51% of citizens come from ethnic communities

17.3% citizens identify as living with a disability

84% of adults in Birmingham are non-smokers (87% nationally)

Majority of areas of the city are **deprived** and amongst the most deprived in the country.

11% households in Birmingham are classified as being overcrowded (6% nationally).

55% of year 6 children are a healthy weight (61% nationally)

8% of working age adults are currently unemployed (3.7% nationally)

Over 68,000 workless households in the city

10yr life expectancy gap across the city between the most affluent and most deprived communities



both men and women die earlier than the England average.

Premature death primarily driven by potentially preventable conditions such as coronary heart disease, respiratory illness and infant mortality.

58% of adults in Birmingham meet the recommended levels of weekly moderate physical activity (66% nationally)

Prevalence of common mental disorders in Birmingham 21.1% (National 16.9%)



Do any of these statistics surprise you?

 RESET

 RESHAPE

 RESTART

Life Expectancy by Birmingham railway stations

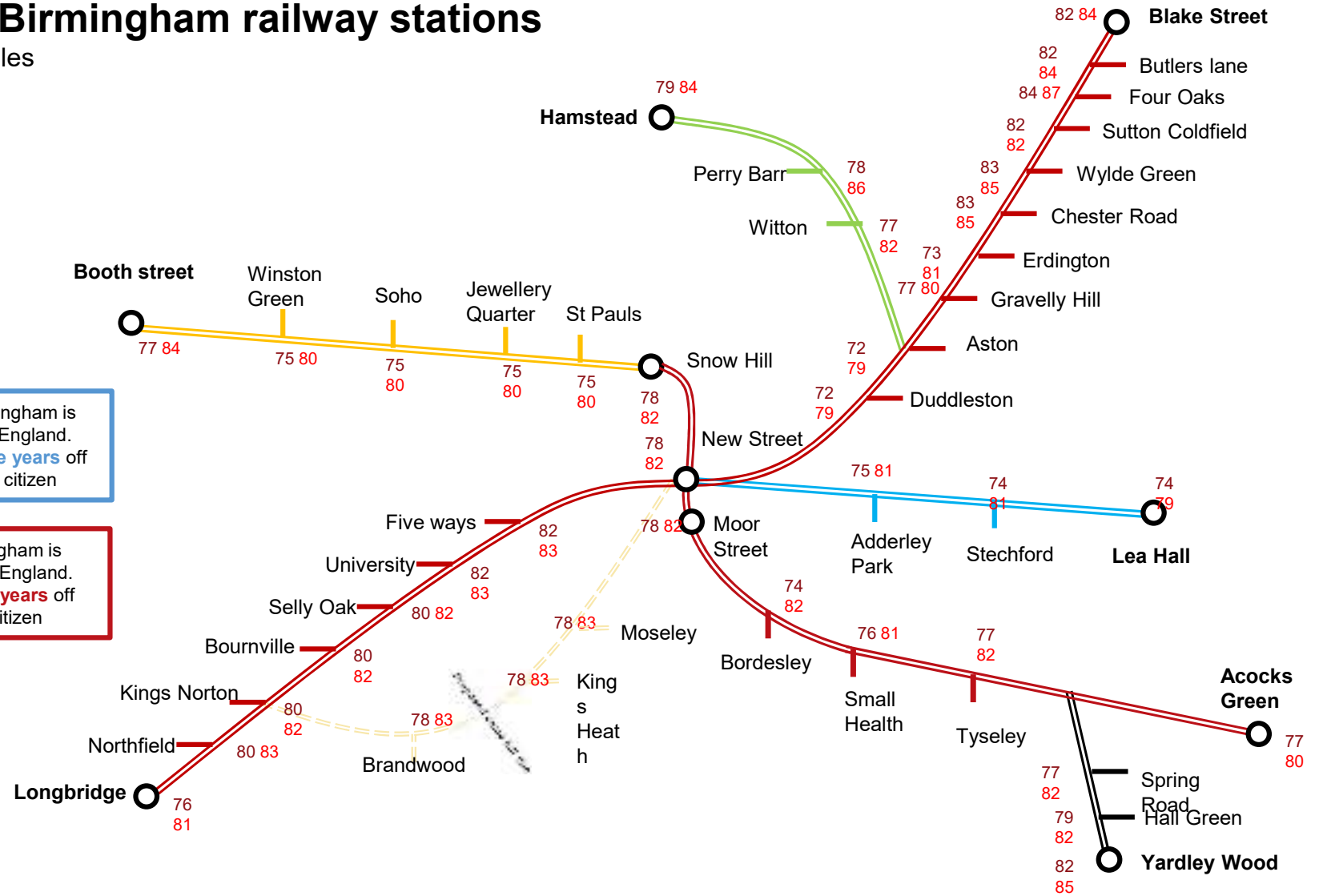
at birth (2018/20) Males & Females



Average female life expectancy in Birmingham is **81.8 years** compared to 83.1 years for England. With only **two stops** you can shave **five years** off the average life expectancy of a female citizen



Average male life expectancy in Birmingham is **77.1 years** compared to 79.4 years for England. With only **one stop** you can shave **ten years** off the average life expectancy of a male citizen



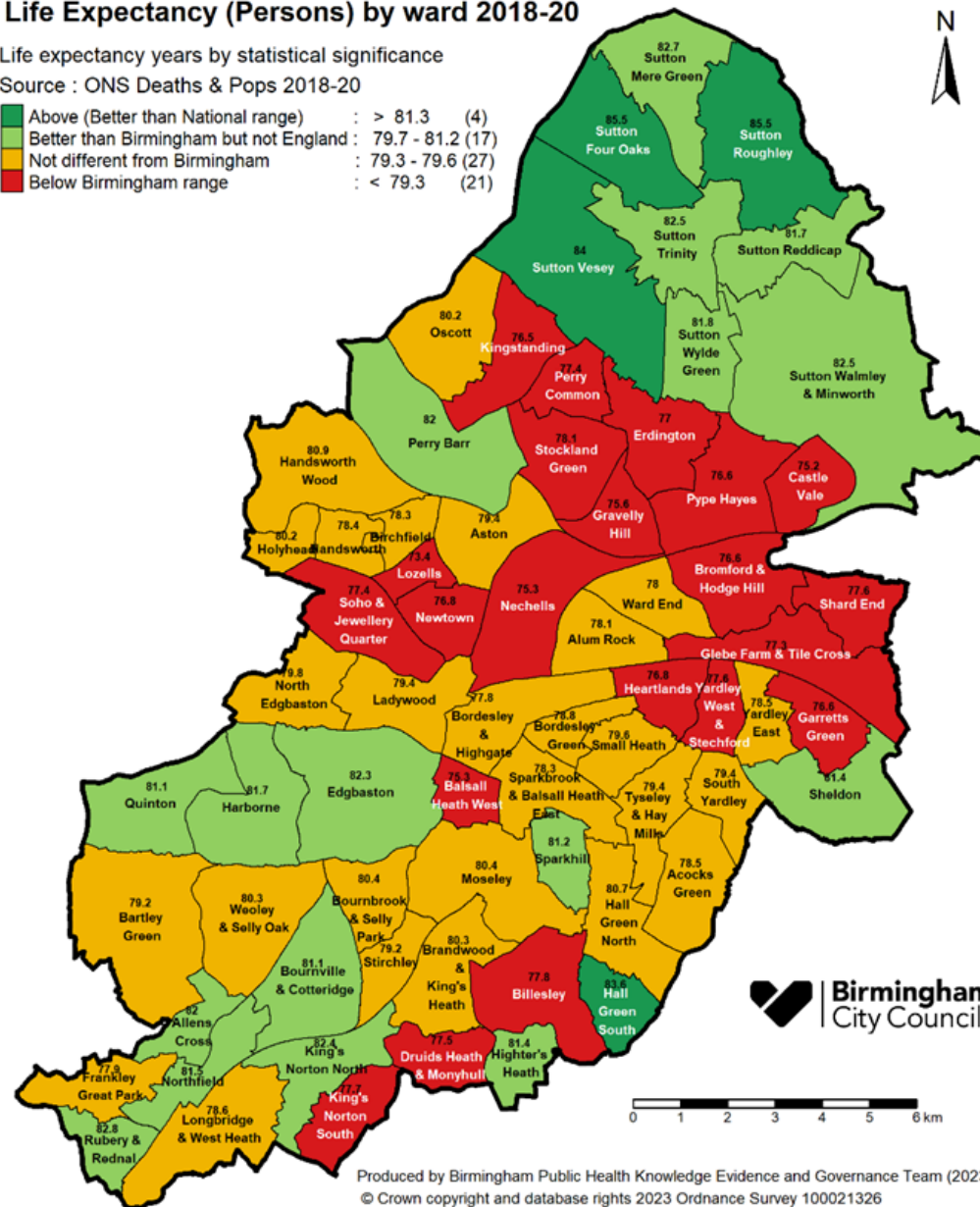
Source: ONS Deaths 2018/20 © Birmingham Public Health 2023

Life Expectancy (Persons) by ward 2018-20

Life expectancy years by statistical significance

Source : ONS Deaths & Pops 2018-20

- Above (Better than National range) : > 81.3 (4)
- Better than Birmingham but not England : 79.7 - 81.2 (17)
- Not different from Birmingham : 79.3 - 79.6 (27)
- Below Birmingham range : < 79.3 (21)



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Advertisement

ONE MILLION REASONS TO CHOOSE BIRMINGHAM

Are you ready to make a meaningful impact to over 1 million residents at one of the most critical periods of Birmingham City Council's future? Are you an experienced and successful MO or DPH looking for an unrivalled career challenge and opportunity?

Director of Public Health

£131,200 - £169,980

Leading a well-respected, multi-professional team of 120 dedicated staff the DPH plays a vital role in our leadership team. Helping shape the future of health and wellbeing addressing health inequalities and promoting innovative solutions to improve our residents lives.

We are looking for an inspiring leader who can motivate and unite teams and communities. With a proven track record of strategic leadership and success in similar environments you will have experience in driving transformational change that will have a lasting positive impact.

To make a successful application, candidates must be included in either the GMC Specialist Register, the GDC Specialist List or the UK Public Health Specialist Register.

To find out more, please contact our retained consultants at Penna:

Nick Raper on 077 1569 0463 / Nick.Raper@penna.com

OR

Carol Coyle on 075 0088 7849 / Carol.Coyle@penna.com

To apply please click the link below:

<https://execroles.penna.com/>



Job Description



Director Public Health

Grade: B02 £131,200 - £169,980 per annum

Reports to: Executive Director Adult Social Care and Health

Job context:

Are you ready to make a meaningful impact on one of the most critical periods of Birmingham City Council's future? In a city facing unprecedented financial challenges, Birmingham City Council is seeking dynamic individuals who demonstrate the expertise, determination, and unwavering resilience required to ensure the delivery of vital services to our citizens.

Our city, like many others, is grappling with complex economic realities. We recognise the daunting hurdles ahead, but we also firmly believe in the potential for transformation and progress. The economic pressures underscore the urgency of our mission – to safeguard and enhance the wellbeing of our residents.

The city council needs to remain agile and transformational to meet the needs of its citizens, local communities and government imperatives. For one of the largest local authorities in Europe, employing some 10,000 people, change is the norm and service delivery is critical.

Our Leadership Behaviours

Inspires	Passionate and enthusiastic about making a difference. Motivates self and others to see exciting possibilities for the future of Birmingham
Innovates	Thinks radically, take risks and is prepared to make mistakes when looking for new ways to improve services. Seeks disappointments as learning opportunities. Seeks opportunities to challenge and change the status quo.
Enables	Builds energised teams and recognises contribution. Creates an atmosphere of trust, respect and dignity so others feel able to experiment with new or innovative ways of working.
Collaborates	Contributes to teams and networks and involves others to deliver shared solutions and services for our customers. Works effectively with partners to join together in a common purpose.

Delivers Develops a quality service by valuing and modelling professional excellence and expertise to enable the delivery of commercially, financially viable services. Takes into account diverse customer needs and requirements.

Organisational Behaviours

Inspires Displays a passion for making a difference. Creates and shares an ideal image of what we can become and motivates others to see exciting possibilities for the future.

Innovates Thinks creatively, takes calculated risks and learns from mistakes. Is curious and challenges the status quo, seeking opportunities for original solutions.

Enables Supports and encourages others to experiment with new ways of working in an atmosphere of trust, respect and dignity. Accountable for own development and sharing best practice with others.

Collaborates Creates and develops networks and involves others to first understand their point of view and then join together in a common purpose. Crosses internal and external organisational boundaries to improve and deliver shared solutions and services in ways that achieve mutual gain.

Delivers Provides a quality service by displaying professional excellence and expertise taking into account diverse customer needs. Seeks best value for money and pursues commercial opportunities as they arise.

Job Purpose:

The role will, through inspiring others, identify, drive and secure opportunities to improve and transform public health services. The role holder will support the development and progression of a Health and Wellbeing Strategy based on the assessed needs of the population and proven interventions to improve health within the city of Birmingham.

To deliver responsibilities on behalf of the residents of Birmingham, the Director Public Health will need to be a visible leader in the health and wellbeing partnership arrangements. The Director Public Health will be expected to use all the resources at their disposal to ensure that the local public health system is able to tackle the full range of determinants of health affecting communities in Birmingham. Working with local communities, you will be expected to inspire development of innovative solutions that support improvements in health and wellbeing and reduction in health inequalities whilst at the same time maintaining the confidence of Councillors and Government.

Statutory Duties and Strategic Responsibilities

The Director of Public Health is a statutory officer of the authority and the principal adviser on all health matters to elected members and officers, with a leadership role spanning all three domains of public health: health improvement, health protection and healthcare public health. Section 73A(1) of the NHS Act 2006, inserted by section 30 of the Health and Social Care Act 2012, gives the Director of Public Health responsibility for:

- Any of the Secretary of State's public health protection or health improvement functions delegated to local authorities, either by arrangement or under regulations.
- Exercising the local authority's functions in planning for, and responding to, emergencies that present a risk to public health
- The local authority's role in co-operating with the police, the probation service and the prison service to assess the risks posed by violent or sexual offenders
- Such other public health functions as the Secretary of State specifies in regulations
- Producing an independent annual report on the health of local communities
- To support the Managing Director, Executive Directors, Elected Members and colleagues in translating strategic vision and priorities into operational plans, monitoring their progress on a regular basis.

The Director of Public Health role is derived from Government policy and the statutory Public Health responsibilities transferred from the NHS clearly identify the unique contribution which local authorities can make to improve the health and wellbeing of communities through:

- Their statutory responsibilities and powers with respect to health protection and health scrutiny
- The level, distribution and quality of services the council directly commissions or provide
- Strategic leadership - promoting and supporting partnership working by public and private sector agencies on key priorities such as community safety, alcohol and drugs prevention and treatment
- Community leadership - enabling Members to engage effectively with their communities with respect to health and intelligently holds the NHS and the local authority to account
- Advocacy and influence - national and local policy development.

The role holder will be a visionary and transformational leader with a full understanding of relationships and culture of organisations that impact on the wider determinants of health as well as health services. The role holder will lead a team within the local authority responsible for the development of the joint strategic needs assessment for the local population and for the delivery of:

- Supporting the Development and Delivery of the Strategic Vision of the Local Authority including specialist advice and support to the: Health and Wellbeing Board, Governance Boards.
- Health Improvement - developing healthy, sustainable and cohesive communities through the Health and Wellbeing Board, developing healthy lifestyles for individuals and communities, tackling specific issues based on local needs assessment such as childhood obesity and smoking, developing a strategy for reducing health inequalities across Birmingham's population.
- Health Protection - dealing with infectious disease threats including food and water borne disease supported by UKHSA and NHS England, preparing for and responding to emergencies that present a risk to public health e.g. pandemic influenza, advising on environmental threats including pollution, noise and contaminated land.
- Health services public health - population health care such as immunisation and screening programmes, supporting the commissioning of appropriate, effective, and equitable health care

from the NHS locally, providing specialist Public Health advice and leadership for the integration of health and social care services.

The role holder will be a registered public health specialist i.e. included in the GMC Specialist Register/GDC Specialist List or UK Public Health Register (UKPHR).

Service Accountabilities

1. To work with colleagues to identify and determine the best models of service delivery, which deliver high quality outcomes and performance and a high-quality customer experience.
2. To provide strong professional and managerial leadership across the organisation, including setting clear objectives and measures, managing performance and resources, and assessing risk impacts.
3. Contribute to the development of key relationships for the Council with a defined range of external organisations (particularly with the NHS) to enable the development and delivery of effective Public Health outcomes through collaborative, joined-up working including commissioning
4. To develop/negotiate joint approaches to local service planning and delivery in partnership with all the relevant internal and external services providers and regional and national bodies.
5. To develop and maintain positive and creative relationships with diverse stakeholders including elected members, council officers and other external agencies in order to maximise joint effort and pool resources wherever possible.
6. To develop a robust performance management system for the service to ensure all activities have clear business plans linked to council plans which direct staff objectives both within the service and across the Council.
7. To act as an ambassador for the Council, promoting and enhancing the authority's image, forming strategic alliances and developing effective local, regional and national working relationships.
8. Be responsible for significant delegated financial budgets and resources, including the public health grant, ensuring that they are allocated effectively for the delivery of intended outcomes in a manner which demonstrates value for money and compliance with relevant policies and guidelines.
9. Provide assurance that the Council's business plans are being defined in accordance with governance arrangements, relevant Public Health legislation and statutory requirements in relation to health and health inequalities, and in a manner which ensures safety and security.
10. Provide strong, visible and collective leadership across the Council and its partners which builds a culture of high performance, inspires people and supports the delivery of the Council's strategic objectives.
11. To ensure the Council is always equipped and open to inspection/external assessment in order to maximise opportunities to learn and enhance outcomes and levels of achievement.
12. To foster a cross-Council culture by ensuring the overall vision, ethos and values are central to the use of resources through introduction, development and application of appropriate organisational development strategies and delivery plans.
13. To lead empowerment of managers and staff to operate within a culture of accountability and shared responsibility for generating and delivering the best possible outcomes.
14. To contribute actively to the training programme for Foundation Year Doctors/Specialty Registrars in Public Health as appropriate, and to the training of practitioners and primary care professionals within the locality.

- 15.** To practice in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice.
- 16.** To produce an independent annual report on the health of the population, progress on improving health and reducing inequalities and making recommendations.
- 17.** To be the principal adviser to Health and Wellbeing Board in developing a Health and Wellbeing Strategy based on the assessed needs of the population and proven interventions to improve health.
- 18.** To provide specialist public health advice to commissioners on priorities for health and social care spending and the appropriate configuration of services within and between local authorities.
- 19.** To support the Local Resilience Forum in developing comprehensive multi agency plans for the anticipated threats to public health.

Person Specification
Job Title Director, Public Health

Technical	A	B	C
<p>Inclusion in the GMC Specialist Register/GDC Specialist List or UK Public Health Register (UKPHR). If included in the GMC/GDC Specialist Register in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health medicine practice</p> <p>Public health specialist registrar applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview ; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion in the GMC/GDC/UKPHR specialist registers.</p> <p>Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body. MFPH by examination, by exemption or by assessment.</p>	✓		✓
<p>A thorough understanding of the statutory and regulatory framework which guides local government/ the public sector.</p>	✓		✓
<p>Experience of proven strategic leadership and consistent achievement as a senior leader in a broadly comparable environment.</p>	✓		✓
<p>Experience of leading significant programmes transformational change which have had major impact on staff and processes and achieved significant budget savings.</p>	✓		✓
<p>Experience delivering best value through innovative, integrated, client and community focused service provision whilst promoting equal opportunities.</p>	✓		✓
<p>Experience in developing effective working relationships with diverse stakeholders and operating and negotiating with outside agencies.</p>	✓		✓
<p>Experience of strategic management and achieving sustainable improvements, with the ability to translate strategic objectives into operational plans.</p>	✓		✓
<p>Experience of effective budget management at a high level and accountability for strict monitoring and best use of resources.</p>	✓		✓
<p>Experience of applying commercial and business acumen, exploiting new opportunities to achieve output related change and an outward customer facing and community focus. This will include experience of creating new sources of income and securing major funding from public and private sources.</p>	✓		✓
<p>Ability to support on call arrangements for communicable disease control/health protection as agreed locally</p>	✓		✓

Ability to lead, and ensure, appropriate management and support for Specialty Registrars (in Public Health)	✓		✓
Experience of effective resource management (including budgets) and workforce management	✓		✓

Knowledge and Experience Evidenced by: **a:** application form **b:** test **c:** interview

Appendix 1

Faculty of Public Health: Competencies expected of all public health consultants/ specialists

All consultants irrespective of their background are expected to be proficient in the competencies set out below.

I. Use of public health intelligence to survey and assess a population's health and wellbeing

To be able to synthesise data into information about the surveillance or assessment of a population's health and wellbeing from multiple sources that can be communicated clearly and inform action planning to improve population health outcomes.

II. Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations

To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

III. Policy and strategy development and implementation

To influence and contribute to the development of policy and lead the development and implementation of a strategy.

IV. Strategic leadership and collaborative working for health

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

V. Health Improvement, Determinants of Health, and Health Communication

To influence and act on the broad determinants and behaviours influencing health at a system, community and individual level.

VI. Health Protection

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response.

VII. Health and Care Public Health

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.

VIII. Academic public health

To add an academic perspective to all public health work undertaken. Specifically to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to

address these gaps, undertake research activities of a standard that is publishable in peer-reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

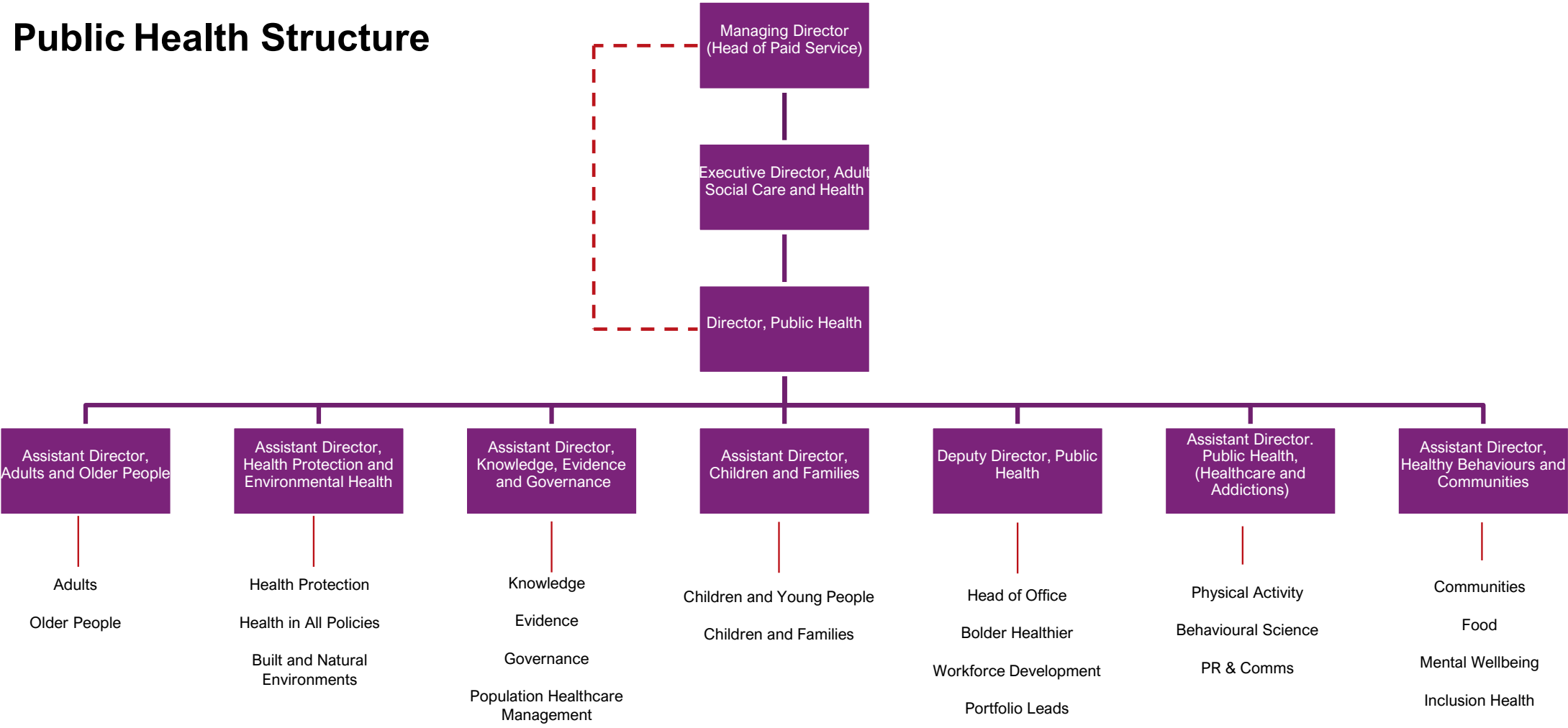
IX. Professional, personal and ethical development

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to modify behaviour and to practice within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

X. Integration and application for consultant practice

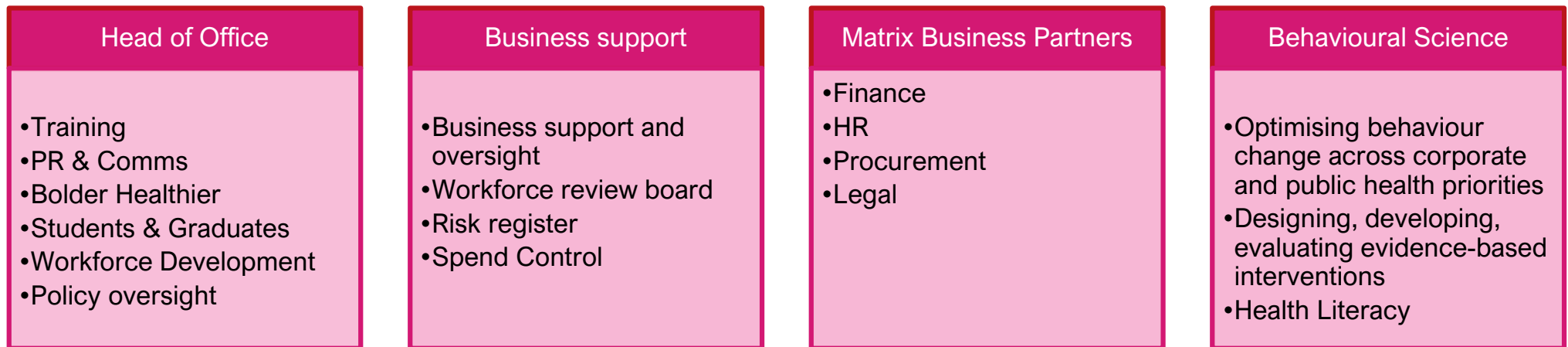
To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

Public Health Structure



Deputy Director of Public Health Team

There is a small team working with the Director of Public Health directly to support the division and its work.



Health Behaviours and Communities

The Healthy Behaviours and Communities teams lead areas of work on the drivers of ill health, inequality and disease.

Food Systems

- Food system strategy
- Food diversity, justice & security
- International food partnerships

Mental Wellbeing

- Mental health & wellbeing
- Suicide Prevention

Inclusion Health

- Poverty
- Gender inequalities
- Clinical variation
- Communities of experience
- Justice health

Communities

- Communities of identity
- Arts & Health
- Youth engagement
- BLACHIR

Children (0 - 19)

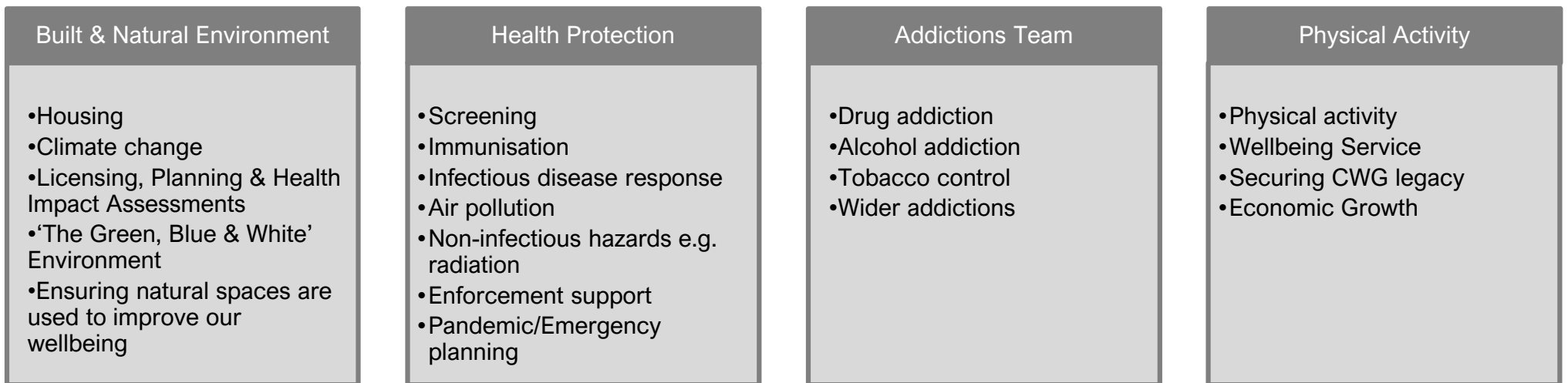
The Children's team lead areas of work aligned with the life-course, the teams lead on the mandated public health services and also the main interfaces with the NHS and Social Care.

Children & Young People

- Infant Mortality, Maternity & Early Years
- Healthy Child Programme
- Healthy Schools and Educational Settings Programme
- Integrated Commissioning of 0-19yrs health child programme, national child measurement programme, vision screening
- Vulnerable young people

Health Protection & Environmental Public Health

The Health Protection & Environmental Public Health teams lead areas of work aligned with protecting citizens from infectious and environmental hazards.



Knowledge, Evidence and Population Health Management

The KEG teams lead our intelligence, insight, research and governance functions across public health and hold the governance function supporting the Health and Wellbeing Board.

Knowledge

- JSNA
- Life course data
- Population Health Management
- Place level analysis

Evidence

- Deep dives
- Health protection & Environmental health data and evidence

Governance

- Health & Wellbeing Board
- Research & Insight
- ADPH report
- Support for Wider determinants data

Adults and Older People

The Adults and Older People teams lead areas of work aligned with the life-course, the teams lead on the majority of the mandated public health services and also the main interfaces with the NHS and Social Care.

Adults

- Working age adult
- Smoking cessation
- Sexual & Reproductive health
- NHS Health Checks

Older People

- Frailty
- End of Life
- Healthy Ageing
- Work and Health

Business Support

publichealthbusinesssupport@birmingham.gov.uk

ADMINISTRATIVE SUPPORT

- Additional assistance with project support
- Arrange travel & accommodation
- Shared mailbox management
- Event and meeting support
- Support with Oracle enquiries
- Support with process enquiries
- Any other administrative tasks & support

IT SUPPORT

- New starter set up
- Movers set up
- Leavers termination
- Software set up
- Asset log
- Management of distribution lists
- Other support i.e. phones

HR SUPPORT

- Support with recruitment
- Support with selection process
- Support with onboarding
- Support with induction
- Support with policies and procedures

FINANCE SUPPORT

- Raise purchase orders
- Goods receipting
- Invoicing
- Simple budget reporting



Our Future City framework for 2040 is all about empowerment and community. Fair, inclusive, and green, this sets our ambitious and strategic vision to create a vibrant, prosperous, and future-focussed environment where people thrive. We're proud to deliver services to our citizens in ways that help them to be successful. After all, they are our customers.

Our colleagues, our partners and our communities are all realising the benefits of collaboration and service. With our new Managing Director and ambitious leadership team, our City Council will reshape and restart our service delivery. Great councils need great people and our quest to deliver essential services to our citizens means that we need an equally great and courageous workforce made up of people like you with different strengths and ambitions to deliver the Council's services.

What it's like to work here

We're committed to creating an environment that promotes diversity and inclusivity, healthy lifestyle choices, wellbeing, and balance. We're keen to support you and your ambitions at every stage of your career with us and we're proud to give you access to:

- A range of benefits
- Learning and personal development opportunities
- Employment policies (processes and procedures)

We're a socially responsible employer:

- Paying the Living Wage Foundation recommended rates of pay applied as a minimum hourly rate (1st Apr 2024 £11.44 per hour)
- Paying our apprentices the same rates of pay as their colleagues
- Creating the Clean Air Zone in Birmingham City Centre and aspiring to be a carbon neutral city by 2030 and supporting our employees to achieve this by offering a range of benefits

Let's talk Health and Wellbeing

- **30 days annual leave** – Increases to 33 days after 5 years and 35 days after 10 years, plus option to purchase additional leave
- **Access to voluntary benefits providers that support health, wellbeing and making the most of your leisure time**
- **Family friendly policies e.g., maternity/adoption, paternity, shared parental leave, carers' leave**
- **Health and wellbeing support networks** e.g., independent, and confidential employee assistance and counselling, occupational health, etc.
- **Employee communities and support groups** including Corporate Black Workers Support Group, Disability and LGBT+ Networks, Menopause Support Forum, etc.
- We are a **disability confident employer**
- We subscribe to the **Vercida** jobs platform, which encourages potential colleagues to **find out what it's like to work here**



Moving towards being an agile organisation

If you're thinking of joining us, then you'll need to know where you'll be working. We're proud of what we've achieved already, although some changes are ongoing. Here's what you need to know:

- Opportunities for **24/7 flexible working**, compressed hours or term-time working may be available
- **Remote** working (our future standard) and **home** working
- Locality-based work hubs with **touch down facilities**, workstations, **collaboration, and breakout spaces** for **teamworking and socialising**
- We utilise **Microsoft collaboration tools** and software; training is available
- Many of our **office locations are within the City centre**, close to all public transport options and other amenities
- **Relocation assistance *may* be available** for colleagues needing to relocate to the City

And now we've got you interested, we also offer

- **Membership of job-related pension scheme**, West Midlands Pension Fund or Teachers' Pensions, with generous employer contributions
- Job-related **allowances** paid
- Payment of your **professional fees** where it is a legal requirement of the role
- Access to 'My Rewards' – **over 800 individual brands providing discounts and savings** including high street stores, supermarkets, utility, and insurance providers, as well as great days out ... to name but a few!
- Opportunities to join great **salary sacrifice schemes** e.g., Cycle to Work, Annual Travel and Car Parking, as well as making the most of Tax and National Insurance savings (additional schemes to launch soon)

To help with your learning and personal development

We actively promote annual appraisals for all and support you to be the best that you can be through access to:

- Training and development programmes to meet your needs and the needs of our Services
- Coaching and mentoring programmes
- Our online learning platform offering a broad range of accessible e-learning modules and courses
- Secondment opportunities to support your development

How to Apply

This guidance contains important information to help with your application:

- Please apply by submitting a CV and Covering Letter (no more than four sides of A4 in length per document aligned to the person specification). Please also include your contact details.
- Please ensure your full employment history is outlined in your CV; and that where there are essential criteria, competencies and/or qualifications you make clear how you meet these. We may wish to verify this information during the recruitment process.
- Please provide the details of two referees. Note that we will only approach referees for candidates proceeding to final selection and only with your permission. Please clearly indicate whether we can approach each referee before the selection date.
- Please share with us in your supporting statement, the values and behaviours that you bring to your leadership, and how you will transfer your skills and experience into this role.
- Please complete the Equal Opportunities Monitoring Form when you upload your details.
- Please return your application by the closing date – no applications will be accepted once the long listing process has begun.
- Following long listing, you will be contacted directly by a Penna consultant to update you on the status of your application.
- At any point throughout the process our retained consultants at Penna will be happy to help you with information, insight and guidance about the process and our clients.

The following timetable sets out the key dates in the recruitment process:

Date	Activity
Closing Date	31 st October 2024
Longlist Meeting	W/C 4 th November 2024
Preliminary Interviews	W/C 18 th November 2024
Shortlist Meeting	W/C 24 th November 2024
Stakeholder Roundtable	W/C 9 th December 2024
Final Panel Interviews	W/C 9 th December 2024

To apply for this role, please click the link below:

<https://execroles.penna.com/>

For further information or confidential discussion, please contact **Nick Raper on 077 1569 0463** or **Carol Coyle on 075 0088 7849**