

ROLE DESCRIPTION

Job Title	Place Based Budgets Lead
Salary Band	SCP 44-50
Reporting to	Programme Lead: Public Service Innovation
Directorate	Public Service Innovation
Service Area and sub area	Office for Public Service Innovation
Team	Office for Public Service Innovation
Political Restriction	Yes

1. Primary Purpose of the Post
The Place-Based Budget Lead is responsible for designing and delivering pooled, place-based funding arrangements that improve outcomes and value for money across the Liverpool City Region. Working with local authorities, government departments and delivery partners, the role will lead the development of shared priorities, aligned budgets and outcome-focused governance for agreed cohorts covering children and young people with SEND. The postholder will drive user-centred service redesign, embed a test-learn-grow approach, and support the transition from siloed funding to collective accountability for prevention, impact and long-term system change.
2. Your responsibilities
• Leading the development and delivery of the work programme for Place Based Budgets for children and young people with SEND. • Forming and leading multi-disciplinary programme teams from across the City Region with agreed goals and objectives. • Identifying a work programme and sequence of activity required to enable Place Based Budgets work to be implemented. • Devising and implementing recruitment and resourcing strategies to ensure the Place Based Budgets activity can meet the levels of demand from the wider organisation. • Reporting to agreed governance on plans, milestones and blockages to delivery. • Modelling and implementing user led design to enable services to be organised around their needs • Responsible for agreeing programme benefit profiles and project outputs and then delivering within time, cost and quality parameters. • Providing sufficient technical expertise on SEND issues to convey confidence of stakeholders. • Forging collaborative relationships with key stakeholders including CA Directors, Local Authority senior officers and senior Government officials. • Working with PMO colleagues to put in place proportionate governance arrangements to ensure appropriate levels of oversight and stakeholder engagement in line with the Project Management Framework.



- Accountable for regular reporting, with a focus on delivery and on key priorities.
- Responsibility for managing enabling budgets for Place Based Budgets - working closely with LCRCA finance and audit functions to ensure that there is thorough understanding of the financial position of this work.
- Organising, facilitating and participating in programme-related meetings, workshops and events (including off site).
- Accountable for managing resources to deliver on priorities, including those who are in other organisations.
- Preparing reports, briefing papers and other documents, giving presentations as required, working closely with broader Public Service Innovation staff.

3. General Corporate Responsibilities

- Commitment to demonstrating the corporate behaviours and upholding high ethical standards
- Compliance with all statutory requirements, standing orders and financial regulations of the organisation; ensuring all work functions are undertaken in accordance with health and safety legislation, codes of practice, and the organisation's safety plan
- Contributing to the preparation of corporate plans, risk registers and budgets leading on Service Plans, risk registers, budgets and resource planning for the areas of defined responsibility.

4. Recruitment Plan

Competency Based Interview and presentation

PERSON SPECIFICATION

Job Title: Place Based Budgets Lead

Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
Relevant qualification at Level 5 or above	E	A

Experience and knowledge	E = Essential D = Desirable	Identified By
Strong leadership experience of change programme or SEND services supported by relevant qualifications.	E	A, I
Track record in the delivery of large-scale Programmes/Projects/Services and managing associated budgets.	E	A
Experience of leading procurement activities and managing contracts.	E	A, I
Experience of leading multi-disciplinary teams, which includes programme and project managers, analysts, sector experts, you will form a coherent, credible core delivery team.	E	A
Knowledge/experience of Special Educational Needs and Disabilities policy and delivery	D	A

Skills and abilities	E = Essential D = Desirable	Identified By
Excellent communication skills, including the ability to: 1. Relay the Combined Authority's strategy, priorities projects; 2. Create a shared vision around opportunities; 3. Influence stakeholders to support opportunities; 4. Overcome obstacles with constructive dialogue; 5. Listen and build effective relationships; 6. Communicate openly and honestly Excellent written communication skills with attention to detail	E	A, P, I
Strong ability to see the bigger picture, identify patterns and connect local activity to system-level outcomes.	D	A
Excellent relationship-building skills, with the ability to establish trust and credibility quickly.	E	A, I
Highly developed facilitation and convening skills, enabling constructive dialogue across diverse perspectives.	D	A, I



Personal Attributes	E = Essential D = Desirable	Identified By
High level of professional judgement and autonomy, choosing appropriate approaches in ambiguous situations.	E	A, I
Ability to balance strategic thinking with practical delivery, adapting approaches based on learning.	E	A
Strong organisational skills, able to manage multiple workstreams and relationships effectively.	E	A

Core Behavioural Competencies	E = Essential D = Desirable	Identified By
Ability to demonstrate LCRCA's behaviours of LCRCA First, Action Focused, and Respect.	E	A, I
A commitment to the LCR and an understanding of its stakeholders.	E	A, I
Experience of/ability to contribute to a high-performance culture.	E	A, I
A demonstrable commitment to Equality, Diversity, and Inclusion	E	A, I

Key to Assessment Methods:

A - Application	P – Presentation
I – Interview	E – Exercise