

Post title:	Assistant Director Children's Partnerships and Sufficiency
Grade:	AD2
Responsible to:	Corporate Director Children and Young People's Services
Staff managed:	Manages a group of managers
Directorate:	Children and Young People's Services
Service:	Children's Partnerships and Sufficiency
Job family:	SM - Senior Management
Date of issue:	January 2026

Job context

- The postholder will provide leadership for strategic sufficiency, commissioning, and partnership infrastructure that underpins children's services. Ensuring education, care, and early years provision are sufficient, sustainable, and high-quality.
- Will lead the council's statutory duties for school and childcare sufficiency, SEND partnership coordination, and transport for children and young people. This will include cross-system governance of safeguarding, SEND, and early years functions.
- Oversees commissioning, evaluation, and delivery support functions that enable the directorate to meet demand effectively and maintain value for money
- The role will require the post holder to work with other Corporate Directors, elected members, other senior colleagues across the Council and partner agencies.

The portfolio for the role includes:

- CYPS commissioning and contract management
- Partnerships and Safeguarding
- CYPS transport
- Early Years sufficiency
- School Place Organisation and Planning (including capital and PFI)
- Will be a member of the Children and Young People's Leadership Team and will carry shared responsibility with other senior team colleagues for the performance of the whole of Children and Young People's Services.
- Will lead, jointly with the Assistant Director – Children and Families and the Assistant Director – Inclusion and Education Leadership Team to ensure effective services and strong practice across the County. Act as a sponsor and maintain oversight of key cross-cutting CYPS transformation activity as identified with the Corporate Director.
- Will lead the Council's service development and targeted prevention services, leading commissioning, brokerage and contract management activity for Children and Young People's Services with other commissioners, providers and the public.
- Will manage the delegated budget and resources the budget and scrutiny oversight across the directorate and seek assurance on budget management, achievement of savings and associated performance.
- The post holder will have significant autonomy and responsibility when coordinating activities and priorities. Including taking a lead for Business Continuity and resilience planning for the Directorate, risk planning and information governance

The post holders base will be County Hall in Northallerton; however, it is expected that they will work from a locality base at least one day per week.

This post is subject to DBS disclosure.

This is a politically restricted post as defined by the Local Government and Housing Act 1989.

The core focus of this job is:

- To advance North Yorkshire Council's corporate priorities and those of the North Yorkshire Children's Safeguarding Partnership ensuring collectively that priorities of the Children and Young People's Plan are delivered effectively and are having a positive impact on all children & young people.
- To provide clear direction and innovative leadership to the strategies, functions and operational delivery of the portfolio service.
- As a member of the Children and Young People's Service Leadership Team, to carry responsibility with other senior colleagues for the continual improvement in performance of the whole of the CYPS.
- This post is responsible for leading on prevention and commissioning and market development and support to Public Health commissioning

Job Purpose:

Operational management:

- To lead the Council's commissioning function for Children and Young People's Service, to support Public Health commissioning and to lead the interface with the NHS and other public services, ensuring that they are delivered well to meet financial, quality and performance standards
- Ensure that the work of the Children's Partnerships and Sufficiency Service is monitored and quality assured.
- Ensure that high standards are maintained in strategic planning, operational and performance management in the Children's Partnership and Sufficiency Service.
- With significant autonomy and responsibility, co-ordinate activities and priorities which impact on agreed outcomes.
- To lead the portfolio areas ensuring that they are delivered well to meet financial, quality and performance standards.
- To lead specific countywide programmes as part of the Council's change and transformation programmes
- To ensure compliance with all statutory requirements, including:
 - Childcare Acts 1989 through 2016
 - Children and Families Act 2014
 - Education Act 1996
 - Education and Skills Act 2008
 - School Standards and Framework Act 1998
 - Equality Act 2010
 - Health and Social Care Act 2012
 - Public Contracts Regulations 2015
 - SEND Code of Practice (0–25 years)
 - Working Together to Safeguard Children (Statutory Guidance)

Resource management:

- Be responsible as the budget holder for resources in respect of allocated budgets within the Council's Scheme of Delegation of Financial Responsibility.
- Account to the Corporate Director of CYPS for financial performance of your area of responsibility, ensuring a balanced budget and meeting any efficiency targets agreed.

	<ul style="list-style-type: none"> • The management, performance, development & recruitment of staff including formally setting objectives and appraising performance • Take responsibility for own Continuing Professional Development and maintain a portfolio showing evidence of development • Formulate, promote and implement initiatives which maximise the effective use of resources for individual children's needs. This will include negotiation and work in partnership with other agencies to ensure effective operation of the same.
Partnerships/ Corporate working:	<ul style="list-style-type: none"> • Involve children and young people in designing, developing and reviewing services which are provided for them. • Ensure that staff within the service group work collaboratively with colleagues across the Directorate, Council and partner agencies and with external organisations (e.g., health, academies, colleges and free schools/statutory and non-statutory agencies) to ensure a shared commitment to improving outcomes for North Yorkshire children and young people. • Ensure appropriate representation on Directorate and Inter-Agency Working Parties and Planning Teams, in order to ensure effective strategic management and planning of services for individual children and families. • Build strong and dynamic relationships and trust with elected Members, partners, stakeholders, communities and external agencies to enhance profile and reputation. • Forge partnerships and work alongside others in the delivery of services that enhance and build self-reliance within North Yorkshire's communities. • Understand the needs of communities, and a commitment to delivering outcomes with and for citizens, customers and stakeholders. • Represent the Directorate at appropriate Regional and National Groups where added value for NYC can be gained by sharing and working collaboratively with others. • Represent the Directorate at appropriate corporate working groups (e.g. corporate risk and resilience, property board) • Deputise for the Corporate Director – CYPS and represent the Directorate at policy, operational & co-ordination forums with external agencies & other Councils. • Identify work with partners or other services.
Strategic management:	<ul style="list-style-type: none"> • Deputise for the Corporate Director – CYPS and positively represent the Directorate with external agencies & other Council directorates. • Work with the Head of Human Resources, CYPS and other Directorate colleagues to ensure an effective Workforce Development Strategy. • Lead necessary strategic change in a timely way through strong consultation and delivery processes which engages and listens to the views of all including parents and children and young people • Be responsible for the efficient implementation of decisions of the Management Board, its Executive and other Committees. • Carry out specific management responsibilities within CYPS alongside assigned development tasks across the directorate and the wider Council and its partnerships. • Effectively implement national legislation, policies & guidance and Council policies. • Develop and implement an annual Service Plan with clear milestones and delivery targets. • Lead specific countywide programmes as part of the Council's change and transformation programmes. • Implement and embed a performance management culture to drive continuous improvement across all internal and external measures and inspection regimes. • Embed a project management culture to ensure change management and service redesign is managed using project management methodology. • Be accountable for performance and quality within your area. • Ensure there is an effective governance and assurance process for all commissioned or jointly commissioned services which assures legal and contractual compliance and ensures the required outcomes are delivered.

Communications:	<ul style="list-style-type: none"> Under the general direction of the Corporate Director-CYPS, advise the Council, its Committees and Officers on the exercise of the Council's functions in relation to CYPS. Appraise the Corporate Director - CYPS & Executive Members of matters arising which are particularly sensitive in nature or are controversial. Produce timely briefings and reports to a range of stakeholders including the Corporate Director - CYPS and Executive Members, senior officers, staff and partner organisations. Promote the reputation and image of the Council positively when responding to complaints or to media queries. This may include responding to matters of a sensitive or controversial nature. Lead and manage consultation and engagement activities with staff, service users, councillors, Management Board, trade unions, partners and citizens in accordance with Council policy.
Performance management:	<ul style="list-style-type: none"> To implement and embed a performance management culture to drive continuous improvement across all internal and external measures and inspection regimes. To embed a project management culture to ensure change management and service redesign is managed using project management methodology. To be accountable for performance and quality within your area To ensure there is an effective governance process for all commissioned or jointly commissioned services which assures legal and contractual compliance and ensures the required outcomes are delivered
Systems and information:	<ul style="list-style-type: none"> The post holder will be required to provide statistical reports to illustrate transformational plans and progress The ability to analyse of complex data and information to inform transformational decision making is a key aspect to this role The post holder must utilise the current business processes in relation to record keeping, financial monitoring and ICT
Safeguarding:	<ul style="list-style-type: none"> To be committed to safeguarding and promote the welfare of children, young people that you are responsible for and come into contact with, raising concerns as appropriate

Person Specification:	
Essential	Desirable
Knowledge and Experience <ul style="list-style-type: none"> Significant knowledge and understanding of the key issues relevant to the Children and Young People's Service. Significant knowledge and understanding of children's social care and/or education provision, contracting and procurement and partnership working; relevant legislation and research documents; NHS and different branches of local government Thorough understanding of inspection frameworks relevant to the role and successful experience of leading teams and partners through self-evaluation, inspection readiness, and inspection management. Significant understanding around the joint commissioning and contracting options and arrangements across children and young people's settings. Significant/demonstrable budget management experience including successful delivery of savings and ability to link budget and performance information to effectively monitor and manage financial performance 	<ul style="list-style-type: none"> An understanding of the Council's core values and objectives. An understanding of the operation of other relevant agencies and the scope for multi-disciplinary work. Direct senior management experience in one or more of the services relevant to the Children and Young People's Service.

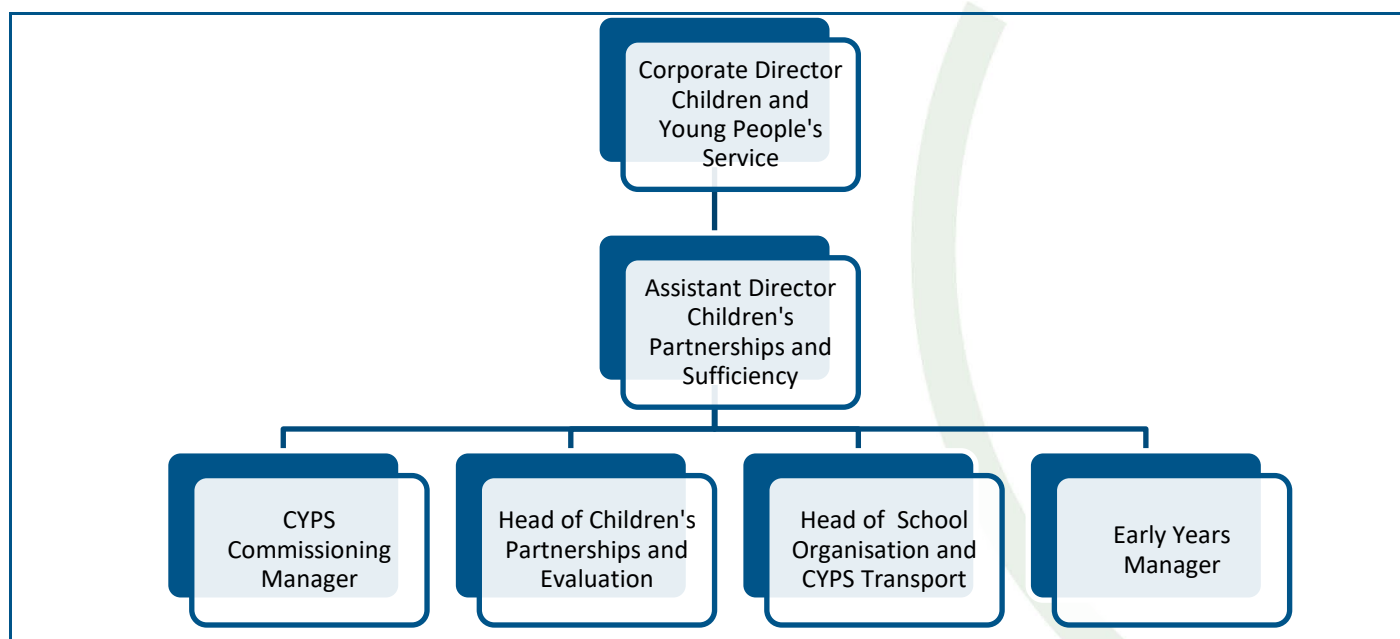
<ul style="list-style-type: none"> • Knowledge of legislation governing contracting and procurement including awareness of legislation in this area. • Knowledge of current good practice standards both at local and national level. • A clear understanding of the workings of local government and the current issues to be faced in a large, diverse Authority. • A clear understanding of the financial, legal and political context of public sector management. • A successful track record and background of consistent achievement as a senior manager in a large complex organisation. • A proven track record of leading and managing change effectively. • Experience of evaluating competing budgetary priorities and establishing effective performance measures. • Experience of working effectively in co-operation with a wide range of internal and external partners including statutory and non-statutory organisations. • Significant experience of policy development, management and strategic planning in a local authority, major independent service organisation or equivalent. • Significant experience of contracting and procurement activity including negotiating complex issues and technical contractual arrangements • Experience of developing and implementing quality assurance frameworks for provider services • Experience and skills to develop and deliver quality improvements with diverse provider organisations. • Managerial/supervisory experience and the ability to be responsible for the performance of a group of managers. • Experience of partnership working. • Experience of a contracting culture preferably with a leadership role. • Experience of information capture, management and retrieval. • Experience of developing and implementing organisational culture change strategies. • Experience of dealing sensitively with members of the public and with complex/difficult situations. • Experience of responding to media enquiries and delivering effective external and internal communication strategies • Experience of promoting the achievement of equality standards throughout the organisation. • Experience of user and community consultation. 	<ul style="list-style-type: none"> • Relevant experience in a local government context. • Relevant experience of budget management/financial assurance
<p>Occupational Skills</p> <ul style="list-style-type: none"> • Ability to establish positive relationships with Elected Members, team colleagues, head teachers, governors and staff which generate confidence and respect. • Ability to lead, empower and motivate employees. • Ability to build effective teams and integrated relationships. • Ability to think and act strategically. • Ability to ensure that services are co-ordinated and provided in accordance with agreed priorities. 	

<ul style="list-style-type: none"> • Ability to develop, communicate and secure ownership of a clear vision and direction. • Ability to handle, manage and interpret large/or complex data to provide insight and manage performance • Ability to develop practical and creative solutions to the management of strategic issues. • Possess political awareness and the capacity for partnership working in a highly devolved and accountable Service. • Ability to ensure equal access to and treatment in employment and service delivery. • Ability to adopt a consultative approach, be a good listener and oriented towards “customer” needs including children and young people. • Ability to think laterally whilst managing a complex multi discipline organisation. • Ability to lead by example. • Demonstrable, highly developed presentational and communication skills. • Ability to understand and comply with procurement and contracting legislation and guidelines and manage risk effectively 	
Behaviours <ul style="list-style-type: none"> • link 	
Professional Qualifications <ul style="list-style-type: none"> • Relevant degree or recognised professional qualification. • Evidence of Leadership qualification or comparable experience gained in a public service organisation (essential) • Evidence of significant professional development. 	
Other Requirements <ul style="list-style-type: none"> • 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 Council’s corporate vision and objectives. • Highly motivated and not easily discouraged. • Form part of the out-of-hours emergency planning rota for CYPS 	

Career progression:

- At NYC we value our employees, and as part of this we can provide wider opportunities to progress in your career. Through discussion with your manager identify areas of interest and consider avenues to progress to them, e.g. apprenticeships and work shadowing/coaching.
- As a large council we have a range of roles, across our services, and can provide a wealth of career and development opportunities to help our employees find fulfilling career development opportunities.

Structure



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.