**Job Capsule Supplementary Information: Head of Procurement and Social Value**

This supplementary information for Head of Procurement and Social Value is for guidance and must be used in conjunction with the Job Capsule Level 7, Zone 1, Leadership

*[It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee’s contract of employment].*

**Role Purpose:**

The post holder will provide strategic leadership to the Council’s approach to procurement, bringing business acumen and commercial capability to achieve our financial and our Camden 2025 objectives. Leading on the strategic contract management and key supplier engagement to ensure our core requirements on London Living Wage, the ethical care charter and social value asks. An understanding of the market and providers will be essential to determine the most appropriate sourcing strategy for the Council, whether it be with our voluntary sector partners, external organisation or providing the service through in our house function.

It will be vital to provide high quality leadership; advice and constructive challenge to achieve the best possible outcomes for our residents through leveraging the Council’s considerable external spend. Achieving savings within an increasingly lean environment will require innovation enabled by an enhanced commercial capacity and a strong commitment to the use of data and analytics.

As Head of Profession, the post holder will provide professional leadership for the Council’s wider procurement community, and ensure and promote the professional competence of staff involved in procurement, commercial management, and partnering with other organisations by ensuring an enabling, outcomes focussed approach.

**Expected outcomes or objectives that this role will deliver:**

* A commercially intelligent organisation:
  + Which delivers business innovation through maximising opportunities via supply chain engagement
  + where procurement and commercial factors are key considerations in the Council’s decision making
  + That makes strong procurement decisions based on robust evidence and data
* A joined up commissioning and procurement strategy, ensuring that the all options are considered on how we source, make or buy.
* Provide high quality advice and facilitate cross organisational working, shaping and influencing how services are provided.
* Significant contribution to the delivery of the Council’s financial strategy and social value objectives, securing best value outcomes for our residents.
* High levels of satisfaction and confidence from Members and senior managers in the procurement service and commercial capability of the organisation
* Sound and proactive risk management for dealing with complex markets and challenging procurements
* Driving through improvement and challenge existing processes to generate confidence the service.
* Joint working with other boroughs, NHS, our voluntary community sector organisations and public bodies on behalf of the Council to share resources and promote innovation to maximise outcomes for Camden

**People Management Responsibilities:**

The post holder will lead and manage a high quality, flexible and robust core procurement service of approximately 17 staff. Experience of interpreting the council’s vision and strategy to drive delivery through strong, positive leadership is essential.

**Relationships:**

Working across the Council, you will forge and develop effective working relationships with Members, executive directors and senior officers, providing specialist advice and direction. The post holder will also be expected to drive and develop strong working relationships with commissioners across the organisation to develop an integrated commissioning and procurement strategy

Key contacts are likely to include:

* Chief officers and senior managers across directorates
* Members
* Residents, local business people, voluntary/statutory organisations and other external agencies
* Senior officers in other local authorities, London-wide bodies and central government departments

**Work Environment:**

The post-holder will be required to work in an agile way in line with Camden’s move to a paperless and flexible work environment.

**Technical Knowledge and Experience:**

1. Demonstrable advanced technical knowledge and experience of procurement and commercial matters, which may include MCIPS or equivalent qualification.
2. Demonstrable business acumen, and the knowledge of how to apply this to best advantage in a public sector environment
3. Commercial experience of maximising high level savings and/or generating income in a complex organisation
4. Substantial experience of successfully working with senior managers and stakeholders to develop and deliver organisational-wide procurement strategies and/or policies
5. Experience of leading the management of risk in a public sector /political environment

**Camden Way Five Ways of Working**

*In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.*

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

 Deliver for the people of Camden

 Work as one team

 Take pride in getting it right

 Find better ways

 Take personal responsibility

For further information on the Camden Way please visit:

https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page1