

Strategic Intelligence Manager – Children, Families and Education

Salary: Band 13 - £59,017 to £66,085 per annum

Hours: 37 Hours per week

Contract: Permanent

We offer hybrid working with the expectation to attend the office a minimum of 2 days a week.

Portsmouth Local Authority is committed to safeguarding and promoting the welfare of children, and young people, and expects all staff and volunteers to share this commitment.

The Service

This role will be part of the Commissioning and Performance service which sits within the Children, Families and Education directorate. The Strategic Intelligence Manager will report to the Head of Planning and Partnerships and will support the aims of the Children's and Families services to help improve outcomes for our children and young people.

What is the role?

The Strategic Intelligence Manager will have overall responsibility for both information, data and performance analysis and participation activity, across the Directorate.

The post holder will leverage their experience in similar leadership positions to maximise the capabilities of the existing team and to:

- Bring together the information, performance and data teams within the Directorate to support integration and joined up planning, build resilience within the teams and create opportunities for personal development
- Strengthen and integrate our analytical capacity in order that our commissioning of integrated health, care and education services and placements is better informed by strong strategic, integrated, evidence-based analysis
- Develop our systems and capacity to use predictive analytics in order to better target our services to meet children's needs at an earlier point
- Support the data teams on our roadmap to improving reporting functionality and implementing programs of improvement and efficient report/PowerBI development practices

You will have line management responsibilities for the managers within the existing data and information teams that currently sit in the two service areas of Children & Families Services and Education Service.

You will be responsible for providing timely strategic intelligence for the Directorate from the full range of available information and data. This will in turn inform a range of strategies and plans across the Directorate and support an evidence-based, outcomes-focused approach for commissioning and strategic planning.

You will be responsible for producing high quality performance management reports that enable system leaders to make resourcing and prioritisation decisions.

You will work in line with the corporate values and policies of Portsmouth City Council.

What do you do?

Within the role you will:

- Manage the existing data and information teams in:
 - Education (currently comprising two information analysts, who in turn manage nine data/tracking/information/analyst officers)
 - Children & Families (currently one Team Leader who is responsible for one data performance analyst, 2 management information officers and one business support officer)
- Maintain close links with colleagues in our Children's IT Support Team
- Support the data teams as they look to develop programmes of improvement, particularly around reporting outputs.
- Manage and ensure compliance with statutory returns and inspection requirements
- Be an expert source of guidance and support to enable a culture of continuous improvement as well as intelligence-led decision making across health, social care and education to increase the effectiveness of service design and delivery as well as commissioning plans and wider strategies.
- Identify, objectively prioritise and deliver innovative models of strategic analysis, 'deep dive' reporting and needs assessment including through combining multiple data sources, research and evidence in order to identify trends and inform strategy
- Lead on the procurement, adaptation, design and maintenance of datasets and information systems necessary to support the work of the Directorate, exploiting available technology to its full potential in order to reduce the time needed to run and create data / reports and to better respond to the needs of the Directorate.

- Provide a high quality research, information, data and strategic intelligence service for the Directorate.
- Lead on the production and maintenance of strategic needs assessments, including the Children's Trust needs assessment and SEND needs assessment. These feed into the Joint Strategic Needs Assessment (single strategic needs assessment for the city) that guides strategic decision making and commissioning, working across the local health and care system and with wider partners.
- Develop effective relationships with internal service managers across the Directorate, producing a range of regular reports, analyses and scorecards to meet operational and strategic needs
- Ensure the Local Authority's statutory duties and responsibilities are met in terms of data returns to Central Government including returns for all national indicators for safeguarding children, education, workforce information and school capacity.
- Ensure the Local Authority's statutory duties and responsibilities are met in terms of NEET tracking and young people's participation in education and training.
- Deliver regular quantitative performance reports for managers in the Directorate against benchmark targets.
- Manage, monitor and evaluate the delivery of the Education Information Services Service Level Agreement with schools in Portsmouth and continue to maintain current levels of income.
- Lead on the preparation of pupil forecasts to determine school budgets, pupil place planning and developer contributions to school capital building programmes.
- Work with colleagues across the Directorate and partners to capture intelligence on the experience of children and families of services in the city.

Who is the person?

Knowledge, qualifications and experience

You will need to have:

- Hold a Degree or equivalent and ideally a relevant Post Graduate qualification and / or professional qualification in statistics/data analysis and/or aspects of children's services including education
- Extensive knowledge of Education, Social Care and related information and data requirements
- A good understanding of the expectations of regulatory bodies and external inspection regimes
- Experience of successfully working with a variety of stakeholders at a senior or strategic level

- Experience of line management and managing teams

Abilities / technical skills

You need to be / have:

- A strategic leader in applying an in-depth understanding of organisational roles and responsibilities, decision making and policy direction in Children's Services across local government and the NHS
- Able to develop strong working relationships to engage and influence a variety of stakeholders
- Able to analyse, evaluate and interpret complex data, drawing clear and logical conclusions to inform confident strategic and service decision-making
- Proactive in seeking opportunities to optimise the efficient use of data across the Directorate and local system
- Able to lead collaboratively and have a track record of working positively with a range of partners and across organisational boundaries. The post holder will be visible and flexible in their approach and will value input from a range of colleagues.
- The tenacity to prioritise and organise own workload and that of others in a complex changing environment
- An active listener and use this skill to distil key issues focusing on what is important and making constructive suggestions for progress.
- Able to apply complex analytical methods and clearly communicate complex statistical concepts and findings to non-specialists both verbally and in writing
- Able to work with limited assistance and supervision and meet tight deadlines using personal time management and organisation skills
- Able to effectively deliver presentations to service colleagues and senior leaders in education, health and social care
- Have excellent team management and leadership skills
- Have significant programme and / or project management experience
- Proficiency in PowerBI, SQL reporting and report and dashboard development

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.