

Role Profile

Job Title:	Solution Architect
Location:	Colindale (Hybrid)
Department:	Insight & Intelligence Hub
Directorate:	Strategy & Innovation
Grade:	Grade M (£71,713 - £79,409)
Type of Working:	Hybrid Working
Reports to:	Head of Organisational Insight & Intelligence

1. Job Purpose:

The Solution Architect will design, guide, and deliver scalable, secure, and cost-effective technology solutions that align with business objectives design across the organisation. The role will have a specific focus on AI tooling strategies, outward facing tools and data platforms.

Set the strategic technical solution architecture for the councils 5-year technology investment strategy, influencing key stakeholders and ensuring key business objectives are reflected in solution design and future technology roadmap.

2. Key accountability

The Solution Architect will:

- research, interpret, scope, design, approve and oversee the implementation of complex business information systems, servers and network infrastructure solutions for core and strategic IT projects.
- horizon scan and research and evaluate new and emerging technologies to advise senior management across the council on the best solutions to meet business objectives and the wider needs of the council.
- design and develop the Council's AI solutions architecture, taking account of latest developments in the sector.
- provide, in an advisory capacity, guidance to senior leadership in the safe and beneficial deployment of AI tools and systems.
- proactively review existing business solutions and provide recommendations to senior management for improvements to service delivery through the use of enabling technology.
- evaluate the appropriate use of technology for optimum service delivery and accessibility to staff and residents.

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- ensure that business systems meet statutory obligations (e.g., Data Protection) and best-practice standards in respect to functionality, data security, interoperability, etc.
- quality-assure designs from third parties and other departments across the council, ensuring they deliver relevant, business-focussed solutions which meet corporate IT standards and meet industry standards.
- lead on feasibility studies as part of the demand management processes, working to tight deadlines in fluid situations, to assess the suitability of proposed IT developments, identifying opportunities, risks, costs and benefits, making recommendations to the Digital Services management team on whether to proceed with proposals.
- work with relevant teams to ensure that solutions meet security standards and Information Governance requirements.
- lead on the creation of high-level and low-level designs, working to tight deadlines in fluid situations, to provide a clear set of deliverables.
- interpret business and user requirements, translate these into technical functional and non-functional requirements and reflect these solutions back to the business in a business-friendly language.
- negotiate with stakeholders at all levels to ensure solutions provided meet both user needs and technical standards.
- lead on the development of existing and new technology standards affecting the entire council and partner organisations.
- lead on the development and design of solutions for projects in alignment with the council's Digital Strategy, technical standards and industry-standard methodologies, and Council policies and processes.
- Co-develop the technical strategy and architecture roadmap. This includes reviewing the council's IT principles, change drivers (Including financial and legal risks at all levels, with particular focus on corporate risks), delivering assessments and recommendations on how these principles and change drivers should drive the technology strategy.
- provide expertise on technical design issues at all stages of design and implementation.
- translate business/user needs into functional and non-functional technical requirements.
- develop high-level designs and refine these into low-level designs as implementation progresses.
- liaise and negotiate with wider colleagues to ensure that solutions are realistic, deliverable and achieve project goals.
- propose and advocate designs, technical solutions and standards changes to the DDaT Governance structure.

3. Financial Responsibilities:

No specific budget responsibilities but will be work as part of a multi-disciplinary team and play a strategic role in enabling significant financial savings (c£5m)

4. Health and Safety Responsibilities:

As a manager of the London Borough of Barnet, you are required to:

- Abide by Barnet's health and safety policy, associated arrangements for managing, and implement the manager's responsibilities set out therein.
- Complete mandatory health and safety training
- Ensure risk assessments are in place for all task/actives where there are significant hazards, including stressors that could have an adverse effect on staff wellbeing. Identify

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and implement controls. Ensure staff are aware of the risk assessment findings and trained in the use of controls measures.

- Monitor health and safety compliance arrangements and take action where there are concerns
- Include health and safety in regular management team meetings
- Lead by example, monitor and enforce health and safety compliance of staff

5. Promotion of Corporate Values

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

Caring / Learning to Improve / Inclusive / Collaboration

6. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

7. The Council's Commitment to Equality

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

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PERSON SPECIFICATION

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Criteria	Essential/Desirable	Assessed by:
Professional Membership/Qualification		
Degree or equivalent in relevant discipline or equivalent industry experience 10 years +	Essential	Application
Up to date relevant ITIL and/or TOGAF qualifications	Essential	Application
Microsoft certified Solution Architect and Azure foundation qualifications.	Desirable	Application
Experience & Knowledge		
Extensive and proven experience as a strategic leader and advisor with accountability for successfully delivered enterprise architecture designs across a range of disciplines and complex technology environments including external 3rd party suppliers and development partners.	Essential	Application & Interview
Extensive experience of working at a strategic level with key stakeholders, navigating senior leadership with evidence of managing by influence to achieve successful outcomes to complex business problems.	Essential	Application & Interview
Experience of solution design and a detailed working knowledge of IT infrastructure including servers, storage, databases, networking, applications and security.	Essential	Interview
High level of IT literacy in designing, implementing and developing solutions.	Essential	Application & Interview
Knowledge and understanding of technology systems infrastructure, network infrastructure and their applications in a solutions architect context.	Essential	Application & Interview

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Knowledge and understanding of new technologies, including AI and RPA, and their effective deployment across large organisations.	Essential	Application & Interview
Excellent problem-solving ability, including the ability to install, configure and troubleshoot disparate systems with poor documentation.	Essential	Application & Interview
Experience in liaising with suppliers with regard to developing designs and roadmaps	Essential	Application & Interview
Experience of IT architecture principles and practices, including the TOGAF framework or equivalent.	Essential	Application & Interview
Experience in defining target architecture in line with modern engineering practices and emerging technologies (Cloud Native, Data, AI, RPA, etc.) and in driving new capabilities.	Essential	Application & Interview
Experience of the application of IT architecture principles across data, applications and technology fields, and expert knowledge in at least one of these areas.	Essential	Application & Interview
Experience with delivering complex architecture including multi-domain business and IT applications e.g., cloud, database, web-based applications, batch processing, CRM, hybrid infrastructure etc.	Essential	Application & Interview
Experience working in a modern agile delivery environment	Essential	Interview
Familiarity with local government systems and data practices	Desirable	Interview
Knowledge of UK GDPR and data protection best practices to promote the responsible and ethical use of data and AI	Essential	Interview
Skill & Ability		
Develops and maintains solution architecture frameworks and design principles	Essential	Interview
Design and oversee the implementation of end-to-end solution architectures that align with business goals and objectives.	Desirable	Interview
Collaborate with cross-functional teams to ensure that technical solutions are designed and delivered to meet business needs.	Desirable	Interview
Lead the development of complex and high-impact solution architecture projects.	Essential	Interview

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Provide thought leadership and innovation in solution design.	Essential	Interview
Create and maintain digital solution blueprints, integration strategies, and technology roadmaps.	Essential	Interview
Lead the design and implementation of complex and enterprise-wide digital architecture projects.	Essential	Interview
Provide expertise and guidance in digital solution design, technology selection, and integration techniques.	Essential	Interview
Evaluates emerging technologies and trends in digital transformation and recommends their adoption.	Essential	Interview
Values & Behaviours		
Caring		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Interview
Empathy- I say “thank you” and “well done” where appropriate, and take time to ‘check in’ to see if the people I work with are ok	Essential	Interview
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Interview
Learning to Improve		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Interview
Agile- I am fully empowered to act within the scope of my role	Essential	Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Interview
Inclusive		
Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding	Essential	Interview
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others	Essential	Interview
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active	Essential	Interview

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role to ensure they are implemented and integrated in everything I do.		
Collaborative		
One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others	Essential	Interview
Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet	Essential	Interview
Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards	Essential	Interview