NEW OPPORTUNITY

COME AND BUILD WHAT'S NEXT

Cyber Risk and Assurance Manager

Protect it. **Prove it.**

Lead a coherent, measurable and auditable approach to cyber risk – so the services residents rely on stay protected.



GRADE M6 · PERMANENT · 37 HOURS

£60,379 – £63,721

plus £3,203 car allowance

Digital, Data & Technology · Candidate pack

luton.gov.uk/jobs

Luton

02 · WELCOME

Welcome to Luton DDaT

Luton Council is the town's place shaper, delivering more than 730 services to the communities and businesses of one of the country's most diverse towns. Behind almost every one of them is technology – and the people who design, run and protect it.

Digital, Data & Technology (DDaT) is changing. We are building a new operating model with clear professions, modern career pathways aligned to the Skills Framework for the Information Age (SFIA), and specialist roles that have real influence on how the council's technology is designed, delivered and protected.

The Cyber Risk and Assurance Manager is one of three specialist roles we are recruiting as part of that change. Together they tell one story: services that are protected, built around people, and designed securely from the very first sketch.

Three roles. One story.

Protect it
Cyber Risk & Assurance Manager
THIS ROLE

Make it work for people
Principal Content Designer

Design it securely
Security Architect

730+
services for Luton's residents and businesses

1
new DDaT operating model, being built now

SFIA
aligned professions and career pathways

Luton

03 · LUTON 2040

From vision to delivery

OUR AMBITION

A healthy, fair and sustainable town where everyone can thrive, and no one has to live in poverty.

Luton 2040 is the town's long-term vision. Its mission is to **tackle poverty and inequality** – growth is a means, not the end in itself.

THE TEST OF SUCCESS

12.1% → 9.9%

fall in households living in destitution – a change affecting almost 5,000 residents.

FIVE TOWN-WIDE PRIORITIES

- Inclusive economy
- Improved wellbeing
- Child-friendly town
- Net zero
- Empowered community

THE COUNCIL'S FOCUS FOR THE NEXT THREE YEARS

The three areas residents say matter most – and the council's contribution to eliminating poverty by 2040.

Jobs · **Safety** · **Homes**

MADE POSSIBLE BY

Investment · Skills · Businesses · Infrastructure · and **effective council services** – which is where Digital, Data & Technology comes in.

04 · WHY LUTON, WHY NOW

A town on the move

Luton has a substantial business base, strong connections and major investment underway. The ambition is to turn that investment into good jobs, higher skills and incomes – and, ultimately, less poverty.

£5bn+
investment underway, including town centre regeneration and airport growth

8,800+
businesses, from aviation and manufacturing to digital and creative

93,000
jobs in the town, around 69% of them full time

No.1
place in the country for job growth, 2010 to 2022

11,000
potential new jobs from London Luton Airport expansion

25 min
to London St Pancras International

Investment → Business growth → Jobs → Skills → Higher incomes → Less poverty

Where this role fits

Jobs, Safety and Homes all depend on council services that stay available and that residents can trust with their data. Clear ownership of cyber risk – and evidence that controls really work – is what keeps those services resilient.

Sources: Luton 2040 vision; Luton 2040 Change Today 2025 Progress Report; Economic Growth Strategy for Luton 2025–2032 (consultation draft).

05 · WHY THIS ROLE EXISTS

Security that is owned, measured and evidenced – not fragmented.



Security at the council touches DDaT governance, IT operations, suppliers, service teams and our SOC/SIEM capability. This role exists so that accountability across all of them is unambiguous – with risks, controls, sources of assurance and improvement actions clearly owned, evidenced and reported in a consistent, proportionate and auditable way.

1

Operating model owner

Own the Security Operating Model, the security RACI and the service catalogue.

2

Intelligent client

Hold suppliers and any outsourced SOC to account on performance, evidence and escalation.

3

Assurance lead

Prove controls work – with metrics, audit readiness and resilience for critical services.

Good to know: this is not primarily a tool-operation post. Where monitoring, detection and triage are delivered by operational teams or an outsourced SOC, you are the council's relationship manager and intelligent client. Security design sits with the Security Architect – your closest partner, working side by side with you.

06 · THE PROFESSIONAL CHALLENGE

From fragmented to coherent.

We are looking for a senior security governance professional with the judgement to turn complex cyber risks into clear decisions, proportionate controls and deliverable actions – and the influence to bring technical teams, service areas and suppliers with you.

What you bring

- Experience designing or running a security operating model
- Strong risk judgement and analytical capability
- A track record with incidents, suppliers and audit evidence

Where you'll grow

- Shaping a council-wide operating model while it is being built
- Setting the measures that show security is working
- Briefing senior leaders on risk, options and residual exposure



Risk to evidence, every time – owned and auditable

The challenges you'll enjoy

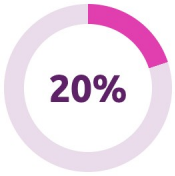
- Making accountability unambiguous across teams and suppliers
- Driving actions to completion without relying on hierarchy
- Measuring control operation – not just policy existence
- Turning incident lessons into stronger, tested controls

Luton

07 · YOUR INFLUENCE

What you'll shape

Eight areas of responsibility, and roughly how your time will be spent across them.



Security Operating Model ownership

Own the RACI, service catalogue, governance routes and escalation pathways.



Incident governance and lessons learned

Run classification, escalation and post-incident review – and test recovery for critical services.



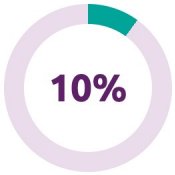
Supplier security assurance

Set minimum requirements, review evidence and tackle non-compliance with commercial leads.



Service performance and reporting

Set measures that show controls operating, and act when performance dips.



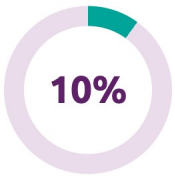
Vulnerability and remediation governance

Prioritise remediation and security technical debt, with clear risk acceptance routes.



Identity and access governance

Own IAM/PAM assurance: access reviews, exceptions, evidence and escalation.



Compliance and accreditation

Keep PSN, ISO-aligned and Cyber Essentials evidence audit-ready, using CAF or equivalent.



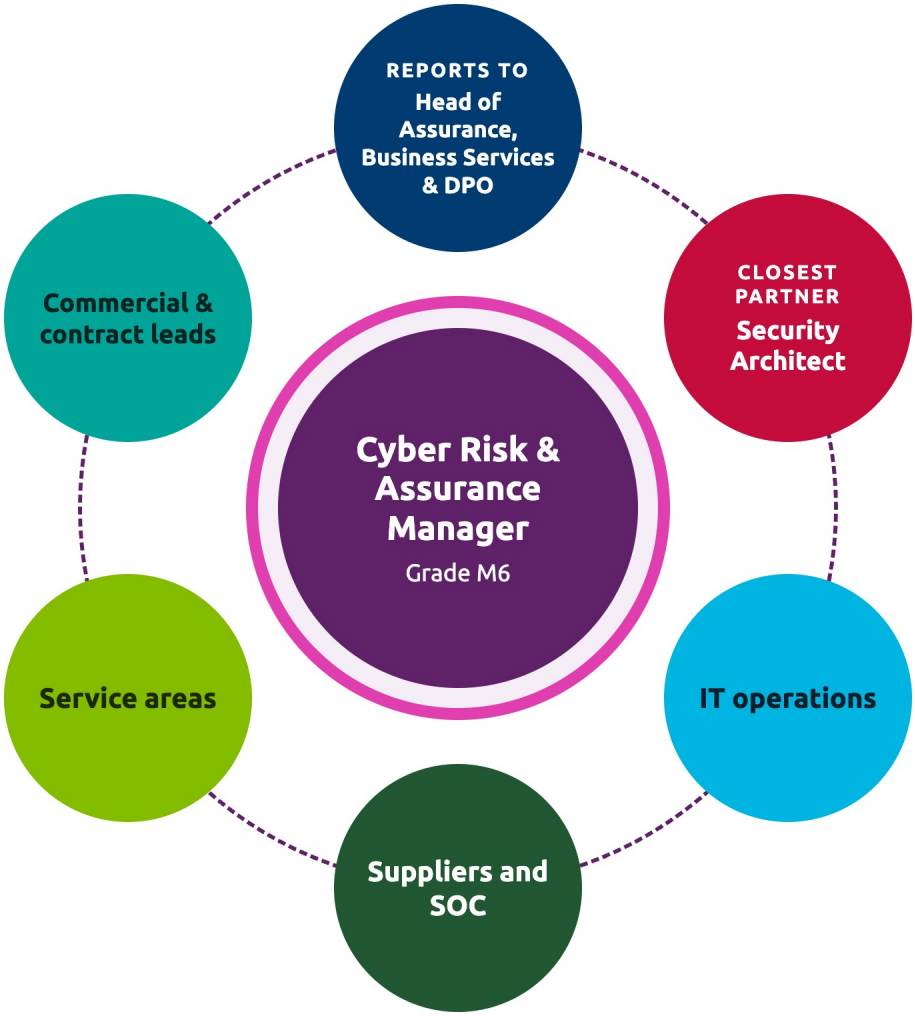
Stakeholder engagement and enablement

Influence across the council and build a culture of security awareness and learning.

08 · THE DDAT TRANSFORMATION

Join while it's being built

Our new DDaT operating model organises Technology into recognised professions with clear responsibilities. The Cyber Risk and Assurance Manager makes sure security is not fragmented across teams or suppliers – running one coherent, measurable and auditable model with explicit accountability.



People
One direct report (where applicable), plus matrix working across DDaT

Budget
Supports security service planning and budget oversight

Accountable for
The security service model, policy set and assurance artefacts

Ways of working
Remote and office; rota covering 7am–7pm, Monday to Friday

Luton

09 · COMMUNITY AND CAREER

A profession, not just a post

This role sits within the **security profession** of our DDaT career progression scheme. Every role is mapped to the Skills Framework for the Information Age (SFIA), so you can see what good looks like at each level – and how to grow.



Responsibility level

Autonomy	6
Influence	6
Complexity	7
Knowledge	7

Business skills and behaviours

Decision making	6
Planning	6
Collaboration	6
Leadership	6
Problem solving	7
Communication	7

ITMG
PEMT

Primary SFIA skills: **Technology Service Management (ITMG)** and **Performance Management (PEMT)**. Professional responsibility at SFIA Level 6 for autonomy and influence, and Level 7 for complexity and knowledge.

Luton

10 · WHAT WE'RE LOOKING FOR

Is this you?

The essentials below are our selection criteria. Show us how you meet them with clear, real examples.

Experience

- ✓ Senior experience designing or running a security operating model in a complex organisation
- ✓ Defining RACI and governance routes across technical teams and suppliers
- ✓ Managing security service performance: metrics, reporting and improvement
- ✓ Governing incidents: escalation, post-incident review and action tracking
- ✓ Third-party and supplier security assurance in contract environments
- ✓ Supporting audits and accreditations, keeping compliance evidence current
- ✓ Embedding controls into BAU across security, operations and digital teams

Skills and approach

- ✓ Running a multi-team operating model with clear escalation paths
- ✓ Strong risk judgement: options, mitigations and residual exposure
- ✓ Influencing stakeholders without relying solely on hierarchy
- ✓ Interpreting metrics, trends and control effectiveness
- ✓ Managing supplier reviews and improvement actions with commercial teams
- ✓ Clear, auditable documentation, briefings and governance packs
- ✓ Understanding of equality issues and legislation, applied in practice

Specialist knowledge

- ✓ Security governance and operating model design – turning the threat landscape into control priorities
- ✓ Governance across the security lifecycle: incidents, vulnerabilities, IAM/PAM and suppliers
- ✓ How SIEM/SOC operations support escalation and evidence

Education and training

- ✓ A recognised qualification such as CISSP, CISM, CCSP, CRISC or ISO 27001 – or equivalent

NICE TO HAVE

Public sector or similarly regulated experience · Internal audits and external inspections · ITIL (v3/v4)

PRACTICALITIES

Flexible cover of service hours (7am–7pm, Monday to Friday) and meetings in and outside the borough.

Luton

11 · WORKING AT LUTON

Work that matters, rewarded well



THE PACKAGE

£60,379 – £63,721

plus **£3,203** car allowance

Grade	**M6**
Hours	**37 per week**
Contract	**Permanent, full time**
Location	**Luton, remote and office working**

Flexible working
where the role allows

25 days' leave
rising with service and grade

Local Government
Pension Scheme

Wellbeing
support for you

Training
and career development

Staff discounts
across a range of offers

CARES

Join a collaborative, inclusive organisation where our **CARES values** guide how we work – and help make a real difference in one of the country's most diverse communities.

Luton

12 · YOUR JOURNEY

Ready to protect what matters?

1

MONDAY 23 NOVEMBER

Applications open

Read this pack and get in touch with any questions.

2

ANY TIME BEFORE CLOSING

Have a conversation

An informal chat is the best way to find out if this is right for you.

3

SUNDAY 6 DECEMBER

Applications close

Applications close at 23:59.

4

TUESDAY 8 DECEMBER

Shortlisting

Interview invitations and details of any assessment are sent out.

5

THURSDAY 17 DECEMBER

Panel interview on Teams

Meet the panel online via Microsoft Teams and tell us how you would make security owned, measured and evidenced.

LET'S TALK FIRST

For an informal, no-pressure conversation about the role, contact

Joanne Cumper

DDaT Consultant

joanne.cumper@luton.gov.uk

HOW TO APPLY

Apply via the Luton Careers website at **luton.gov.uk/jobs**. Give clear examples showing how you meet each essential criterion in the person specification.

Selection: panel interview via Microsoft Teams · Sponsorship is not offered for this role

EQUALITY AND ADJUSTMENTS

We welcome applicants from all backgrounds. If you need a reasonable adjustment or extra support at any stage, just tell us how we can help.