

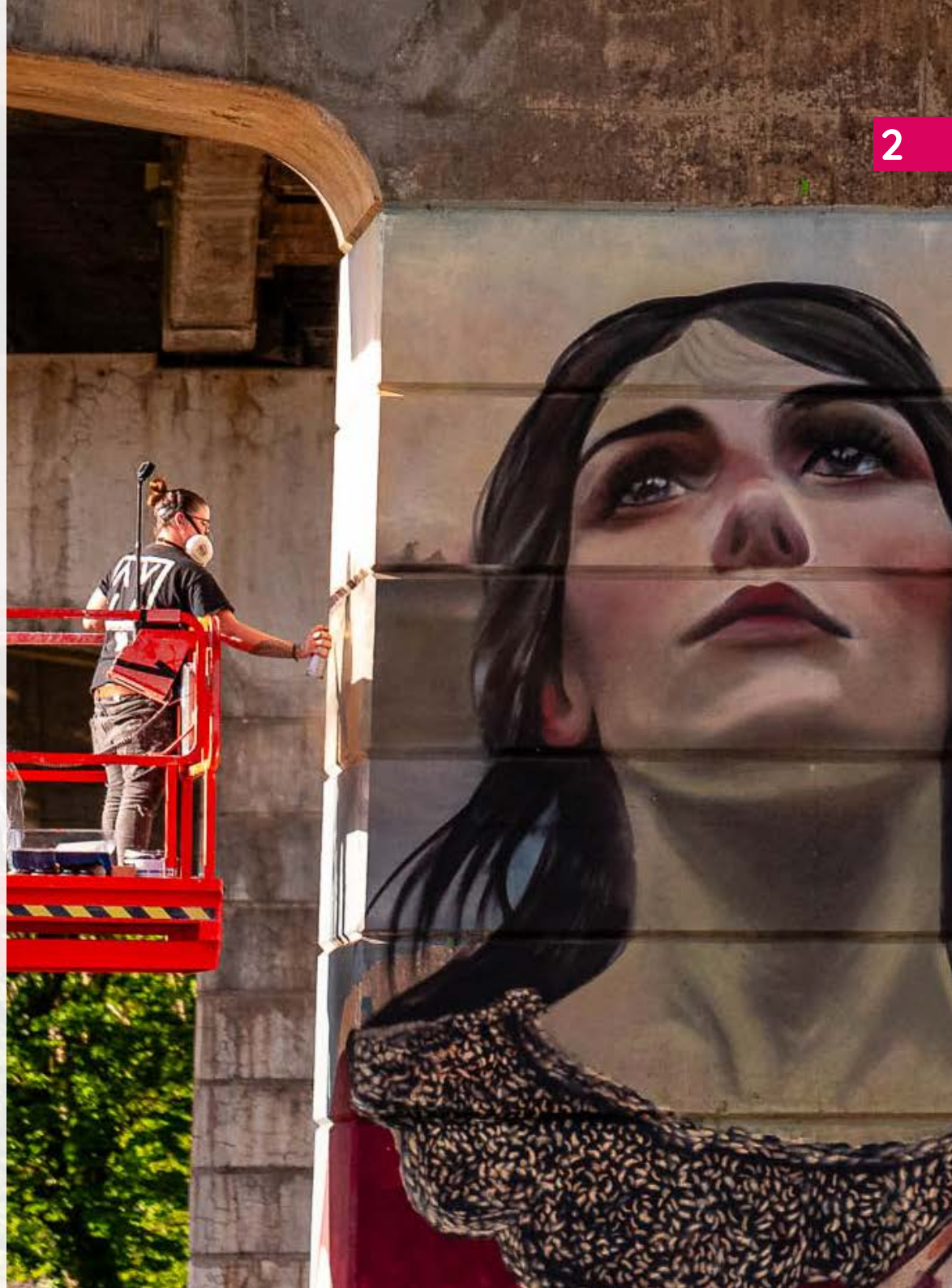


Inspire. Drive. Thrive.

Halton Borough Council:
Executive Director of Adult Services Recruitment Pack

Contents

A warm welcome:	3
Shaping the future together:	4
Delivering shared aspirations:	8
Driving change with purpose and impact: the role profile the job profile	9
Value beyond the role: salary and benefits	13
From application to appointment: our recruitment timeline	14
Want to know more? your key contacts	15



A warm welcome:

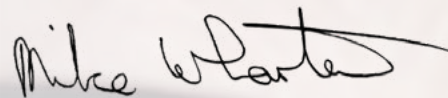
Welcome, and thank you for taking the time to explore this key leadership opportunity with us.

Adult Social Care is at the heart of making a real difference to people's lives in Halton every single day.

As our Executive Director of Adult Social Services, you'll work alongside dedicated teams, elected members, and partners across health, and the voluntary sector who care deeply about helping people live the lives they choose.

You'll lead the redesign of services focused on prevention, independence, and choice— listening, innovating, and driving transformation to improve outcomes while delivering efficiencies and cost reductions.

If you're passionate about improving lives and ready to lead with purpose, we'd love to welcome you to our team. Together, we can make a lasting difference for Halton.



Councillor Mike Wharton
Leader of the Council



Shaping the Future Together:

about us

Halton is a vibrant and ambitious place to live and work. As one of the largest employers in the borough, we are proud to have a dedicated workforce of over 2,300 professionals delivering a wide range of essential services across Runcorn, Widnes, Hale Village, Sandymoor, and Daresbury.

With a population of over 128,000, many of our employees also call Halton home. This deep-rooted connection enables us to work in close partnership with our communities, ensuring our services are responsive, inclusive, and impactful.

As a unitary authority, Halton Borough Council is uniquely positioned to drive meaningful change.

Our Big Conversation was a landmark initiative that brought together voices from across Halton to shape a shared vision and led to our [Corporate plan](#) which outlines bold priorities and ambitions that reflect our commitment to delivering exceptional outcomes for our residents, businesses, and communities.



Shaping the Future Together:

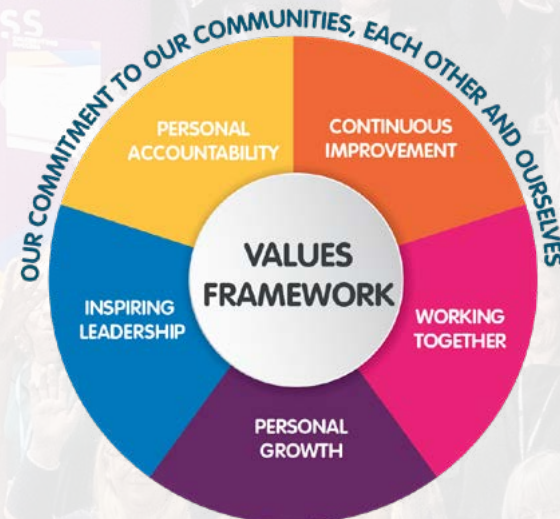
Our values – shaped by our people – define who we are and guide how we work. They reflect a culture of accountability, integrity, innovation, and collaboration, and are central to our mission of attracting and developing talented individuals who share our vision.

Together the Corporate Plan and Values Framework, underpin our strategic direction.

We recognise the challenges facing local government but we also see these challenges as opportunities to innovate, transform, and lead.

We are moving beyond traditional models, embracing a collaborative approach with businesses, partners, and residents to co-create solutions that are sustainable, resilient and effective.

Through a programme of transformation, we are reimagining how we work – using robust evidence to make decisions; harnessing technology and seeking out best practice; empowering and encouraging our communities to be more independent; and fostering a culture of continuous improvement. Every member of our organisation – from Elected Members to Council officers – plays a vital role in this journey.



Values framework



Corporate plan priorities

About our Adult Social Care Services

Our approach focuses on prevention, independence, and choice, helping people identify their needs and make informed decisions about support in a way that is personal and meaningful.

We achieve this by working in partnership with health, voluntary, and community services to improve lives across our communities.

Our services:

Prevention and Wellbeing Service helps people stay independent by connecting them to resources and, when needed, tailoring care packages to their individual needs.

Community Day Services: and the Halton Supported Housing Network empower people with disabilities or health conditions to stay independent, learn new skills, and avoid isolation through tailored support and meaningful activities.

Care Management specialist teams, including registered social workers and therapists, support people and their families to maintain quality of life by connecting them to community resources and arranging appropriate care for frailty, illness, disability, or mental health needs.

Intermediate Care & Frailty Service is integrated health and social care service that supports hospital discharge and reablement, helping people recover at home and avoid unnecessary admissions through coordinated care from social workers, therapists, and nursing staff

Mental Health Services focus on preventing and addressing mental ill health through early intervention, treatment, and recovery, working with partners like health, education, employers, and housing to improve community wellbeing.

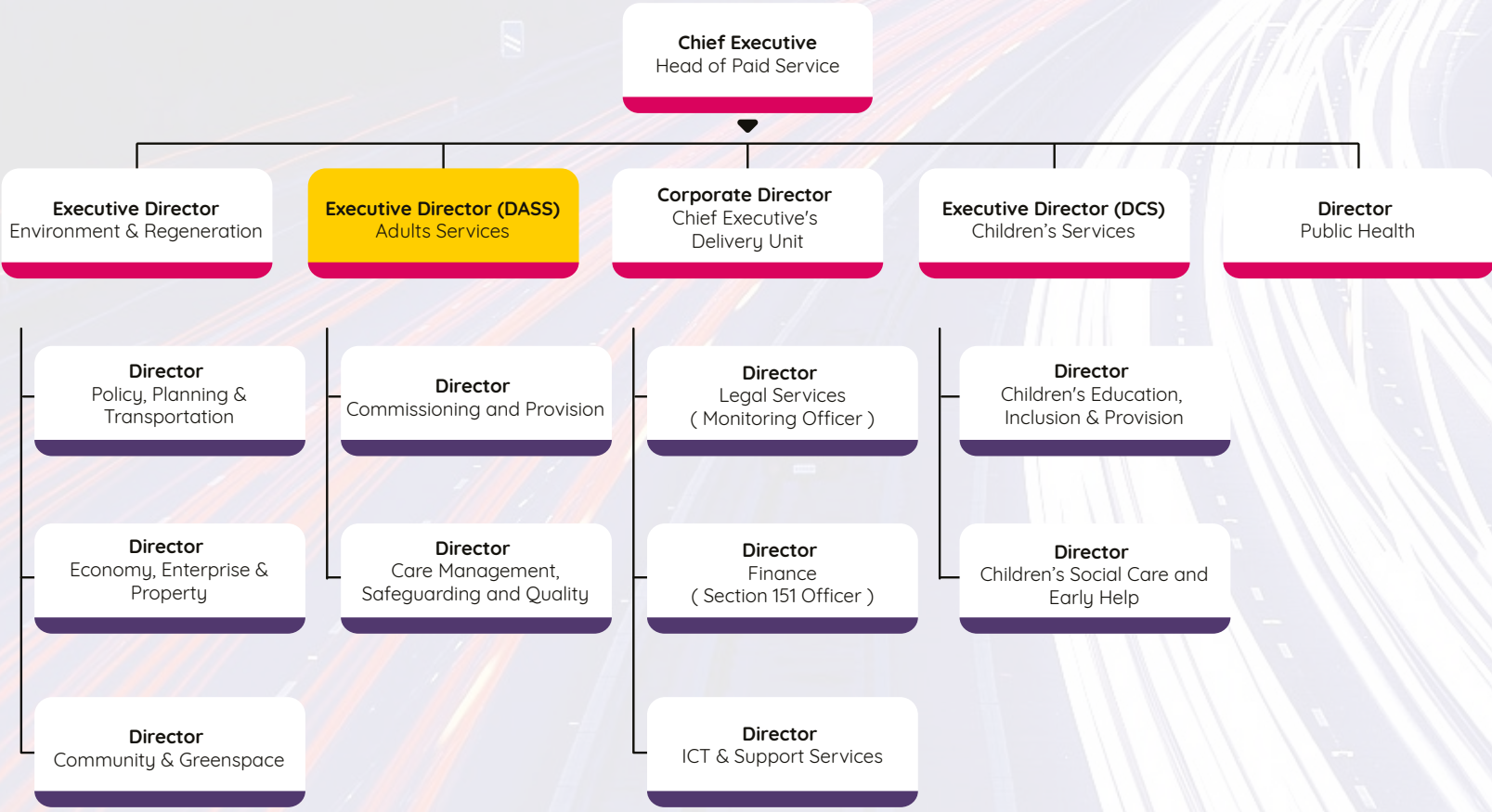
Independent Living Services, Housing Solutions and Safeguarding helps people stay in their own homes with practical support, while Housing Solutions assists those facing homelessness, and the Integrated Safeguarding Unit works to protect individuals from abuse.

The Quality Assurance Team ensures adult social care services contracted by Halton Borough Council meet legal, contractual, and quality standards, working with providers to deliver the best outcomes for people.

Care homes provide residential and nursing support for people with complex needs who cannot live independently, with Halton Borough Council managing five homes in partnership with health services.

Shaping the Future Together:

senior leadership structure



Delivering shared aspirations:

our partners

We believe that meaningful progress is achieved not in isolation, but through strong, purposeful partnerships, as part of a network of passionate professionals who are committed to making a difference—together.

These partnerships are built on trust, mutual respect, and a shared vision for positive impact.

Whether it's delivering community initiatives, shaping policy, or driving innovation, our collaborative approach ensures that we remain responsive, inclusive, and effective in everything we do.

Halton is part of the [Liverpool City Region Combined Authority](#) - which brings together the region's six councils to tackle the big issues that matter to us all.

The combined authority has taken powers and funding from the national government through a 'devolution' deal. This means that we can take decisions and make investments locally, where we know what our region needs.

Through the Combined Authority, we work together to make investments in areas that have a real impact on our communities, like transport, employment and skills, culture, digital and housing - in Halton, £18.2m has been invested into the Runcorn Station Quarter, improving connectivity, accessibility and the public realm and more than £22m for new active travel infrastructure, supporting housebuilding and employment in the borough.

The Council is part of the One Halton place-based partnership, one of nine places where [NHS Cheshire and Merseyside](#) - the integrated care board (ICB) for the region - is responsible for planning NHS services.

Halton is served by the [Cheshire Police](#) and [Cheshire Fire and Rescue Service](#), and forms part of Cheshire for ceremonial purposes.



Driving change with purpose and impact:

the role profile

You will hold a relevant professional qualification in Social Work or Nursing, and be educated to degree level or equivalent, which may include an honours degree or postgraduate training. You will have evidence of continued professional development in a senior public sector role, and substantial leadership and management experience at a senior level within a local authority or comparable organisation. A recognised management qualification, e.g. MBA is desirable.

In addition you will have:

- Knowledge of strategic and corporate management with the ability to maintain a strategic overview and an oversight of operational delivery to analyse situation and make decisions based on risk
- Demonstrable experience of leading service redesign and reconfiguration in the Adult Social Care arena to deliver appropriate outcomes alongside service cost reductions
- A clear understanding of the market dynamics and cost drivers in the Adult Social Care and health arena, with associated experience of working collaboratively to deliver services at the average benchmark cost
- Experience of leading major cultural and organisational change through inception to delivery with sound political judgement and political sensitivity
- Evidence of improving performance, delivering positive outcomes and maintaining a strong performance culture.
- Detailed understanding of the public sector at local, sub-regional, regional and national levels, including political context and the modernisation agenda.
- Thorough knowledge and understanding of relevant legislation, national policy issues and best practice on service areas within the scope of the role
- An understanding and evidence of role modelling equality of opportunity and fairness
- A thorough understanding of the statutory role of local authorities on service areas within scope of the role
- Evidence of improving performance delivering positive outcomes and establishing and maintaining a strong performance culture
- The ability to gain the confidence of elected members, colleagues and partners to build sustainable and productive relationships and a successful track record of effective partnership working and networking with key stakeholders

- Effective communication and negotiation skills to influence outcomes through effective reasoning and persuasion.
- Clear and contemporary understanding of political context at a national, regional, and sub-regional level.
- Strong analytical skills, ability to focus, co-ordinate and implement effective strategies that deliver results
- Experience of successfully managing issues that attract media attention.
- Experience of having led and delivered a range of high level projects to the benefit of local communities
- Enhanced interpersonal skills to operate with sensitivity, engaging Members, staff, partners, business leaders, community and voluntary sector stakeholders, residents and visitors, and the ability to gain their confidence to build sustainable and productive relationships.
- Ability to deal with complex, contentious and confidential issues while demonstrating an awareness and understanding of relevant policies, protocols and statutory requirements
- Ability to coach and mentor colleagues and peers, inside and outside of the organisation, to promote excellence in the delivery of public services.

This post is Politically Restricted in accordance with the Local Government and Housing Act 1989 (as amended).

This post is required to participate in the Council's incident manager rota and may be called in to assist during an emergency situation when an incident is declared.

As this role involves regular travel across the borough and sometimes further afield, a driving license and access to a vehicle are essential requirements. Where appropriate, reasonable adjustments will be made in accordance with the provisions of the Equality Act.

The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment.

Driving change with purpose and impact:

the job profile

You will serve as the senior leader for the Council's Adults Services Directorate, undertaking the statutory responsibilities attached to the Director of Adults Social Services (DASS) role and providing strategic direction, and day-to-day leadership, to ensure high-quality, efficient, and value-for-money service delivery. As the Council's senior lead for the Health and Care integration programme, One Halton, you will drive collaborative working across the health and care system, be an active participant within the work of the Liverpool City Region and Cheshire & Warrington Sub-Region, and engage with relevant stakeholders and communities to support the Council in fulfilling its community leadership role.

You will build and maintain a strong, engaged, and resilient Directorate Management Team to deliver a coordinated, corporate approach, and ensure full compliance with all statutory and regulatory requirements within the scope of the role.

You will provide clear, informed advice to the Chief Executive, Leader of the Council, the Executive Board, the Council, individual Members, and key governance bodies to support the development and delivery of strategic objectives and priorities. Deputising for the Chief Executive as required, both inside and outside of the Council.

More specific responsibilities include:

- Establishing and driving forward culture and identity, underpinned with a performance management culture which reflects the Council's visions and values
- Supporting Members of the Council in developing their vision and priorities, communicating with the portfolio holder, and advising the Council on the most appropriate response to internal and external pressures for change
- Proactively managing the challenge of rising demand and reducing budgets, ensuring the optimal balance of provision and outcomes within the scope of finance available
- Determining the most effective utilisation and deployment of resources (Human, Physical and Financial) in order to implement Directorate priorities and statutory responsibilities within allocated budgets in an imaginative and innovative way

- Ensure the Directorate is organised optimally to deliver agreed objectives and programmes of work and that all relevant Strategic Plans, policies and statutory requirements are effectively developed, implemented and regularly reviewed.
- Ensuring that robust Finance, Audit and Health & Safety arrangements are in place and that the Directorates assets are adequately safeguarded and maintained
- Establishing and maintain effective management and communication systems and processes, in conjunction with senior colleagues, to ensure that employees at all levels are fully aware of their respective roles, functions and responsibilities and changes to legislation or Council policies.
- Promoting the support and development of staff through continuous professional development, training and organisational development programmes
- Ensure full compliance with corporate policies and processes by management and staff across the Directorate and actively promote and encourage the adoption of Council policies and initiatives
- Create a culture of continuous improvement and innovation and act as a role model to inspire all employees to promote the values of the Council and present a positive image to the community
- Collaborating with colleague professionals in the Liverpool City region and Cheshire sub-region to deliver key objectives as required.
- Contributing professional knowledge and expertise to the improvement of the Council's activities and service delivery.
- Undertake other duties and responsibilities as may deemed to be appropriate

Value beyond the role:

salary and benefits

Executive Director of Adult Services

Salary: £127,465 to £146,623

WORKING AT HALTON

All our colleagues at Halton have made a positive commitment to delivering great outcomes for our communities. Whoever joins us will share that passion for outstanding service, and strongly align with the values which define our workplace culture:

- **Working Together** – building fantastic relationships with colleagues and customers
- **Continuous Improvement** – keeping great service delivery at the heart of everything we do
- **Personal Growth** – learning, growing and developing ourselves
- **Accountability** – doing what we say we are going to do
- **Inspiring Leadership** – positive roles models and leading by example

To read more about our values, click [HERE](#)

We are immensely proud that when asked what's great about working for Halton, the most popular response from our workforce has been 'our colleagues'.

Aside from working with a great team, our employees have access to a fantastic range of benefits, including:

- A generous annual holiday allowance of 44 days per year (including bank holidays) for this role
- Membership of our defined benefit, salary-linked pension scheme with generous Employer Contributions
- 3 x Salary Life Cover via Local Government Pension Scheme
- Investment in your personal development
- Free car parking at HBC sites
- Flexible / hybrid working arrangements available
- Extensive employee benefits platform including discounted shopping, car leasing, gym memberships, wellbeing hub and Employee Assistance Programme.
- Essential Monthly Car User Allowance

For further information about all the benefits we offer, please click [HERE](#)

From application to appointment: our recruitment timeline

Closing date for applications

Sunday 11th January 2026



Candidates assessment centre

Thursday 29th and

Friday 30th January 2026



Appointment Committee final interviews

(shortlisted candidates only)

Thursday 19th February 2026

Want to know more?

At Halton Borough Council, we want all of our candidates to feel well-informed so if you are ready to take on one of the most rewarding leadership roles in local government, and help shape the next chapter of Halton's story - we'd love to hear from you.

For a confidential discussion speak to

Richard Rout

Interim Chief Executive

e: richard.rout@halton.gov.uk

t: 0151 511 6992

Hayley Hamlett

Interim Director of HR & Corporate Affairs

e: hayley.hamlett@halton.gov.uk

t: 0151 511 6540

Cllr Angela Ball

Executive Board Member Adult Social Care

e: angela.Ball@halton.gov.uk

t: 0151 511 6007

