EXECUTIVE DIRECTOR RESOURCES

Halton Borough Council

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)
- 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.

For further information about all the benefits we offer, please click HERE.

ABOUT THE JOB

Reporting to the Chief Executive and as a key member of the Corporate Management Team, the Executive Director Resources will provide strategic leadership across the Council's enabling and corporate services, ensuring the organisation has the capability, governance, people, financial resilience and digital capacity to deliver its priorities for Halton's residents. Leading a high-performing directorate comprising Human Resources & Corporate Affairs, Change & Improvement, Legal & Monitoring Officer, Finance & Section 151 Officer, and ICT, the postholder will work in close partnership with the Chief

Executive, Elected Members and colleagues across the organisation to shape and deliver the Council's transformation, organisational development and corporate improvement agenda.

The Executive Director will drive a culture of innovation, performance and continuous improvement, ensuring that strategy, policy, governance, workforce, finance, digital and organisational development are aligned to deliver sustainable change, excellent services and value for money. The role will provide strategic oversight of the Council's corporate resources, ensuring statutory compliance, strong financial stewardship, effective governance and organisational resilience, while enabling the Council to respond confidently to future challenges and opportunities.

Success in this role will depend on authentic, visible and collaborative leadership. Working across political and organisational boundaries, the Executive Director will build trusted relationships with Members, partners and stakeholders, championing a one-council approach that maximises collective impact and helps create the best possible future for Halton and its communities.

More specific responsibilities include:

- **Provide strategic leadership** to shape the Council's culture, organisational identity and performance, embedding the Council's Vision and Values while fostering a culture of continuous improvement, innovation and high performance across the organisation.
- **Lead and enable organisational transformation**, acting as a trusted strategic adviser to Members, the Chief Executive and senior leaders to develop innovative solutions, deliver corporate priorities, drive service transformation and support the Council's ambition to be recognised as best in class.
- **Ensure effective corporate leadership and governance** by developing and implementing strategic plans, policies and organisational development programmes, maintaining robust performance, financial, audit, health and safety and risk management arrangements, and ensuring compliance with all statutory, regulatory and corporate requirements.
- **Provide effective stewardship of corporate resources**, ensuring the efficient deployment of people, finance, technology and physical assets, maintaining an organisational structure that delivers value for money, organisational resilience and the successful achievement of corporate objectives.
- **Champion workforce development and organisational capability**, promoting effective communication, leadership development, learning and continuous professional development to ensure employees at all levels are equipped to deliver excellent services and embrace change.
- **Lead the Council's horizon scanning and future planning,** assessing the plans of central Government and other external bodies for their impact on local priorities, and identifying emerging risks, influences and opportunities so the Council can respond to the needs of its communities now and into the future.
- **Represent the Council at the highest level**, working collaboratively with Members, regional partners and external stakeholders, exercising all statutory responsibilities and delegated powers associated with the role, and deputising for the Chief Executive as required.

ABOUT YOU

Educated to Degree level or equivalent standard of general education that may include an honours degree or postgraduate Qualification, you will have evidence of continued professional development in a senior role within any sector.
A recognised management qualification, e.g. MBA is desirable.

In addition you will have:

- Substantial and consistent leadership and managerial achievement at senior level in either a local authority, or a comparable complex organisation within any sector.
- Extensive experience of leading organisational transformation, developing corporate strategy and policy, delivering major change programmes and embedding a high-performance culture that delivers measurable outcomes.
- Strong commercial and strategic leadership, with a proven track record of managing complex budgets, deploying resources effectively and ensuring sound governance, value for money and organisational resilience.
- Comprehensive knowledge of the local government landscape, including the statutory framework, political governance, national and regional policy, organisational development, performance management and programme delivery.
- Highly developed strategic thinking and analytical skills, with the ability to influence, negotiate and make evidence-based decisions, balancing risk while shaping innovative solutions to complex organisational challenges.
- Exceptional relationship-building and communication skills, with the credibility to work effectively with Elected Members, senior leaders, partners, government bodies and wider stakeholders, demonstrating political awareness, diplomacy and sound judgement. Ability to demonstrate a high level of motivation, personal resilience and focus to ensure the delivery of excellent services.
- Demonstrable expertise in organisational design, systems thinking and business improvement, with the ability to lead across organisational boundaries, coach and develop others, and deliver sustainable change through collaboration and effective programme management.
- Experience of horizon scanning and strategic foresight, with the ability to anticipate national and regional policy, financial and technological change and translate it into clear advice and plans for Members and senior leaders.

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.