

**Director of Environment and Regulatory Services**

**Role Profile**

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| **Reports to:**  **Salary:** | Chief Operating Officer  £98,989 - £109,529 |
| **Location** | West Offices, York and Hybrid working |

1. **PURPOSE OF THE JOB**

To lead the delivery of a range of operational/front line services across the city, related to regulatory and environmental operations.

To lead on development of the transport plan\*, highways operations and key delegated major projects

Lead the planning function within the Council, ensuring effective operation of the regulatory function.

(\*Noting that there is a review of transport functions underway linked to the Combined Authority responsibilities)

1. **STRUCTURE**
2. **Principal Accountabilities**

* The specific areas of responsibility include the following:

Transport (noting there is a review of transport functions underway linked to the Combined Authority responsibilities)

Highways

Environment

Development Management

Building Control

Land Charges

Public Protection

Emergency Planning

* To be part of the corporate management team providing support to the Chief Operating Officer in the running of the Council in particular providing input in relation to transport and environment.
* Through the provision, maintenance, servicing and expansion of the Council’s infrastructure and regulation of commercial and private activity, deliver a public environment conducive to enhancing the lived experience and opportunities of residents, visitors and businesses of York.
* Responsible for the safe operation of the Council’s Highway and Transport networks, so that the Council can meet its statutory duties as a Highways Authority.
* Responsible for the safe operation of the Councils Waste and Public Realm, so that the Council can meet its statutory duties for public realm, as a Waste Collection and Waste Disposal Authority and Fleet operator.
* Responsible for developing infrastructure and public realm including acquisition, construction and maintenance, and strategically lead on the Council’s enabling role through infrastructure provision.
* Responsible for the effective and efficient operation of the Council’s Planning functions, so that the Council can meet its statutory duties as a Planning Authority.
* Responsible for the effective an efficient operation of the Councils Public protection functions and the regional Trading Standards investigation team.
* Lead the councils Emergency Planning and Business Continuity planning to ensure that all areas are covered and up to date in the case of emergency events.
* To provide services that enhance the safety of the community and visitors to the city.
* Represent the organisation at high levels with stakeholders across the Yorkshire Region and nationally, where applicable.
* As a Chief Officer be responsible for the effective leadership of health and safety within your sphere of influence in accordance with the Councils health and safety policy.
* Ensure that the Council’s Equality agenda is implemented effectively in your service areas and to carry out your duties as a senior manager and employee in the Council.
* Take every opportunity within your role to be the best corporate parent you can be to support our Looked After Children and Care Leavers in the City, through ambitious, innovative and creative advocacy.
* This role is an Information Asset Owner and must carry out the responsibilities of an Owner as required and set out in the Council’s ‘Information Governance/Data Protection Roles and Responsibilities Rules’

Note

This role is part of the emergency planning rota and the postholder is on call for out of hours emergencies



**Director of Environment and Regulatory Services**

**Person Specification**

**Knowledge Skills & Experience**

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| **Qualifications** | | |
| 1 | Educated to degree level preferably in a relevant discipline or equivalent experience (Essential) | |
| **Essential Knowledge** | | |
| 2 | Understanding of a range of complex commercial, property and planning legal issues and the statutory environments within which the service operates. | |
| 3 | A broad understanding of local government legislation with regard to finance, asset management and planning. | |
| **Essential Experience** | | |
| 4 | Significant experience at senior management level, working in a political, complex, multi-functional organisation. | |
| 5 | Experience on leading services within statutory and regulatory requirements | |
| 6 | Significant experience of delivering complex multi-disciplinary change programmes and large complex capital schemes, including contract negotiation, management and mitigating corporate and project risks. | |
| 7 | Experience of managing large and diverse operational and infrastructure portfolios. | |
| 8 | Experience of developing effective partnerships and joint working both internally and with external organisations | |
| 9 | Experience of structuring engagement and consultation plans for public engagement programmes. | |
| 10 | Experience of developing and delivering wide ranging local, city and regional strategies to meet organisation, city and regional objectives and achieve planned results. | |
| **Essential Skills** | | |
| 11 | | Strong commercial and negotiation skills. |
| 12 | | Risk Management - ability to encourage innovation and new approaches whilst managing risk |
| 13 | | Ability to develop long term solutions and maintain a pragmatic approach |
| 14 | | People management - ability to provide inspirational leadership and to engage others in the achievement of the Council’s objectives and an ability to motivate and develop others through personal commitment, persuasion and empowerment |
| 15 | | Financial management - ability to manage large and complex capital and revenue budgets with an emphasis on value for money and efficiencies. |
| 16 | | Political Acumen – an ability to operate effectively within the democratic processes, with the political acumen and skills to develop productive working relationships with Council Members. |
| 17 | | Outstanding interpersonal and communication skills to relate effectively to employees, Council Members, the general public and other stakeholders to engender respect, trust and confidence. |

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| **Personal attributes** |
| Ability to assimilate large amounts of complex information, exercise sound judgement and take decisions. |
| Ability to inspire and to command respect and confidence from officers, members and the public |
| Personal resilience and the ability to work under pressure and prioritise |

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| The ability to communicate at ease with customers and provide advice in accurate spoken English |
| Capable of independent travel to carry out the requirements of the post |
| Understand the importance and application of Health and Safety |
| To work outside office hours as required by the needs of the service (the role will include attending some evening meetings and working outside normal office hours) |