

Head of Neighbourhoods and Waste

Responsible To:

Director of Customer and Digital

Responsible For:

Neighbourhoods and Waste Service

About the job:

You will lead the council's neighbourhoods services, ensuring that the borough is kept clean and well-maintained, with well-managed parks and open spaces. You will also lead the deliver of the council's waste collection service.

Role:

Lead an effective and efficient service, with well-planned routine and scheduled work alongside a reactive work programme that responds to customer and councillor requests.

Develop and deliver the council's neighbourhoods strategy, seeking to continuously improve the service delivered

Oversee the council's fleet management, ensuring that it supports service delivery and is compliant with relevant legislation

Oversee the operation of the council's depot, and ensure that the organisation's assets are properly managed and maintained

Work with partners including town councils and community groups to best manage the borough's public realm

Lead the council's waste collection service, ensuring that it is efficient and reliable

Ensure that playgrounds, parks and open spaces are well managed with relevant checks to ensure they are safe

Responsibilities:

Line Management:

- You will manage individual and team performance to ensure that agreed targets and outcomes are achieved and that quality services are provided at all times, in line with our HR policies
- You will be responsible for all aspects of staffing matters related to the team including recruitment, appraisals, absence management, capability and discipline
- You will participate in and deliver staff development activities as required

Corporate:

- Carry out your duties and responsibilities in line with Health & Safety Policies and associated legislation
- You will actively promote customer care, value for money and performance management
- You will manage organisational risk effectively and ensure effective governance around decision making
- Your duties will be carried out in line with our equality scheme
- You will be compliant at all times with GDPR and data protection legislation
- You will constructively participate in communication and promotional activities
- You will promote an environment of continuous learning & development and professional behaviour in line with the organisation's values and behaviours
- You will manage the budget in line with the organisation's Financial Regulations.
- You will effectively manage and support change
- To ensure that all activity complies with Standing Orders and Codes of Practice
- You will contribute to the Council's Emergency Planning arrangements.

Organisational:

- You will be committed to the council's vision, values and associated behaviours, including trusting and empowering staff and colleagues. You will know what your team's role is in delivering this.
- You will understand and communicate the Council's plans ambitions and position to your team, supporting your team's understanding and engagement in delivery.
- You will create an inclusive culture which provides opportunities for everyone to participate and progress in
- You will have effective relationships across all Directorates, with stakeholders and external partners to ensure the council's priorities and objectives are met.
- You will positively promote and represent the Council at all times
- You will be prepared to take on responsibilities and projects that may be outside of your normal work area but are relevant to your role

What the successful candidate will have:

Qualifications

- Relevant degree or equivalent experience
- A current full driving licence or equivalent mobility
- Evidence of continuing professional development

Experience

- Be able to think and act strategically across and outside organisational boundaries.
- Have significant experience of managing relevant teams and functions with demonstrable success.

Knowledge, skills & experience

- Strong knowledge and experience of managing relevant services and large workforce
- Experience of working with stakeholders and partners to deliver improvements
- Able to inspire others with a compelling vision of the future, engage others in that future and motivate them to make the required contribution
- Able to be a key advocate for change coupled and have the personal courage and resilience to cope with ambiguity, uncertainty and pressure.