

APPOINTMENTS PANEL

AGENDA



Friday 29 August 2025

at 2.00 pm

in Committee Room C

MEMBERS: APPOINTMENTS PANEL:

Councillors Boddy, Buchan, Hargreaves, Harrison, Little, Morley, Oliver and Thompson

Plus Councillor Gary Allen, Chair of Adult and Community Based Services

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 15 July 2025.
4. **ITEMS FOR INFORMATION**
 - 4.1 Senior Leadership Restructure Recruitment – *Managing Director*
5. **ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**



APPOINTMENTS PANEL

MINUTES AND DECISION RECORD

15 July 2025

The meeting commenced at 9.00 am in the Civic Centre, Hartlepool.

Present:

Councillor: Councillor Carole Thompson (In the Chair)

Councillors: Bob Buchan, Brenda Harrison, Pamela Hargreaves and Sue Little

Also present: Councillor Moss Boddy as substitute in accordance with Council Procedure Rule 4.2 for Councillor Karen Oliver

Officers: Denise McGuckin, Managing Director
Hayley Martin, Director of Legal, Governance and Human Resources
Gillian Laight, Human Resources Manager
Joan Stevens, Democratic Services and Statutory Scrutiny Manager
Angela Armstrong, Principal Democratic Services and Legal Support Officer

9. Apologies for Absence

Apologies for absence were received from Councillors Melanie Morley and Karen Oliver.

10. Declarations of Interest

None.

11. Minutes of the meeting held on 20 June 2025

Confirmed.

12. Local Government (Access to Information) (Variation Order) 2006

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 13 – Appointment of Executive Director of Children’s Services – *Managing Director* – This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to any individual and information which is likely to reveal the identity of an individual (paras 1 and 2)

- 13. Appointment of Executive Director of Children’s Services** (*Managing Director*) This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to any individual and information which is likely to reveal the identity of an individual (paras 1 and 2)

Purpose of report

To interview the candidates shortlisted for interview at the Appointments Panel on 20 June 2025.

Issue(s) for consideration

At the meeting of the Panel on 20 June 2025, Members shortlisted five candidates for interview. Subsequently, two of those candidates had withdrawn from the process. Members interviewed the remaining three candidates for the appointment of the post of Executive Director of Children’s Services.

Decision

The decision was set out in the exempt section of the minutes.

The meeting concluded at 1.00 pm

CHAIR

APPOINTMENTS PANEL

29 August 2025



Report of: Managing Director

Subject: Senior Leadership Restructure Recruitment

1. PURPOSE OF REPORT

1.1 To consider and agree the arrangements for the recruitment and selection process for the posts of:

- Director of Public Health
- Director of Neighbourhoods and Regulatory Services
- Director of Housing, Growth and Communities
- Assistant Director of Housing and Growth

2. BACKGROUND

2.1 A report on my proposed Senior Leadership restructure is to be presented to Council on 20th August 2025. To enable Appointments Panel to progress within a realistic timescale this report is being presented to Appointments Panel on the basis that approval will be received to progress with Chief Officer recruitment. Should the outcome of Council differ then this proposal may require amendment.

2.2 **Director of Public Health** – The current postholder has recently submitted his notice having been appointed to the position of Director of Public Health with Bradford City Council with a final date of employment being 9th November 2025. This is a statutory position and must be filled.

Interim arrangements will need to be put in place pending the commencement of a permanent arrangement. Details of which are covered later in the report.

2.3 On the basis that Council agree to the Senior Leadership restructure. The following changes will need to be implemented.

- Delete the vacant position of Director of Development, Neighbourhoods and Regulatory Services.
- Create a Director of Housing, Growth and Communities
- Create a Director of Neighbourhoods and Regulatory Services
- Create an Assistant Director of Housing and Growth

2. PROPOSED RECRUITMENT PROCESS

3.1 Recruitment Process

Director of Public Health (DPH) – The local authority and Secretary of State must jointly appoint the DPH (under section 73A(1) of the 2006 Act), with the latter normally delegating the function to a senior Department of Health and Social Care official (currently the relevant regional director for Office for Health Improvement and Disparities (OHID)).

Local authorities recruiting a DPH should manage the recruitment and selection process and set up an advisory appointments committee (ACC) to make recommendations on the appointment to the leader of the local authority. It is good practice for the ACC (see [National Health Service \(Appointments of Consultants\) Regulations 1996](#), as amended) to be chaired by a locally elected member of the local authority. It should also include:

- an external professional assessor, appointed after consultation with the Faculty for Public Health (FPH), which maintains a list of appropriately trained individuals.
- the Chief Executive or other Head of Paid service of the appointing local authority (or their nominated deputy).
- the relevant OHID regional director, or another senior professionally qualified member of DHSC acting on behalf of the SoS.
- senior local NHS representation, for example, an ICB board member. The OHID regional director can usually fill this role given their joint DHSC-NHS appointment
- in the case of appointments to posts which have teaching or research commitments, a professional member nominated after consultation with the relevant university, (this does not apply to HBC).

Where a local authority needs to appoint a short-term interim or locum DPH, it may be appropriate to modify elements of this process. As such I am currently in the process of discussing and agreeing the appointment of a short-term interim DPH involving the OHID regional director and faculty advisor. I have also entered a conversation with a Neighbouring authority regarding the potential for a shared DPH post on an interim and/or permanent basis.

The Authority does not currently have any employee who is currently suitably qualified to undertake this statutory post. It is therefore proposed that the Head of Paid service continue conversations regarding the interim arrangements and furthermore explore opportunities for a shared DPH role with a neighbouring authority on a permanent basis. An update will be provided at the next meeting of the appointments panel, if unsuccessful then it is recommended this post be advertised externally and that Appointments Panel consider engaging with an Executive Search Agency to secure suitably qualified applicants for this position.

- 3.2 **Director of Neighbourhoods and Regulatory Services** – A decision is to be taken on whether this post is advertised internally or internally/externally at the same time. It is probable that internal application(s) will be received.
- 3.3 **Director of Housing, Growth and Communities** – A decision is to be taken on whether this post is advertised internally or internally/externally at the same time. It is probable that internal application(s) will be received.
- 3.4 **Assistant Director of Housing and Growth** – A decision is to be taken on whether this post is advertised internally or internally / externally at the same time. It is probable that internal applications(s) will be received.
- 3.5 **Costs of Executive Search**

For the above three posts if the decision is to progress with executive search for one post then indicative costs (excluding VAT) would be:

Round 1	
Director of Public Health	10,130
Director of Neighbourhoods and Regulatory Services	9,860
Director of Housing, Growth and Communities	9,860
Round 2	
Assistant Director of Housing and Growth	9,860
Additional Costs	
Individual Posts	
Microsite	1,500
Creative Cost / Advert	875©
MJ (half page)	5,550
Multiple Posts x 4	
Microsite	2,500
Creative Cost / Advert	1,120
Option 1	7,550

Advertising 3 Director roles simultaneously	MJ full page Including repeat following week and online listings
Option 2 Advertising 3 Director roles simultaneously	5,550 MJ half page Including repeat following week and online listings (word count and detail per role will be restricted)

Should a decision be taken to work with Gatenby Sanderson on the Director posts then, with the exception of DPH as this is a statutory post, the Director posts would be discounted to £9,400 per post and if the Assistant Director post was to then progress this would be discounted to £9,200.

Additionally there would be economies of scale from an advertising perspective as there would be one advert in e.g. Municipal Journal for multiple posts.

The closing date for applications must be a minimum of 4 weeks from the advert date. The advert should also contain the interview date.

3.6 Recruitment Documentation – Job Descriptions and Person Specifications

Appendix A – Director of Public Health. These documents have been agreed with OHID and the Faculty of PH.

Appendix B – Director of Neighbourhoods and Regulatory Services

Appendix C - Director of Housing, Growth and Communities

Appendix D - Assistant Director for Housing and Growth

4. FINAL APPOINTMENTS PANEL INTERVIEWS

4.1 Candidates are typically asked to prepare a ten-minute presentation with a set time for formal questions. Presentation topics and a list of proposed questions per appointment will be provided at the next meeting.

4.2 It is proposed that Stakeholder Panel interviews, are included in the recruitment process for all positions. Feedback from these interviews will be fed into the Appointments Panel.

5. TIMETABLE

- 5.1 It is proposed that the first Appointments Panel to be held will agree the selection process and documentation with a further Appointments Panel meeting to shortlist candidates. A final Appointments Panel will interview the shortlisted candidates. Due to the early submission of this report and also the scale of the report, proposed timetables have not as yet been developed.

There are specific timelines which must be adhered to relating to the recruitment of a DPH. These are covered in **Appendix 1**.

6. RECOMMENDATIONS

- 6.1 The Panel considers the following:

- Agree that the Head of Paid Service progresses interim arrangements for the DPH and explore opportunities for a shared role on a permanent basis. If unsuccessful agree external advertising of the position.
- Agree job descriptions and person specifications (**Appendix A, B, C and D**).
- To confirm the advertising process i.e. internal and / or internal/external advertising of the positions.
- To agree whether to engage with an Executive Search Agency.
- To agree that the final interview process should include a presentation and feedback from Stakeholder Panel.

7. REASON FOR RECOMMENDATIONS

- 7.1 To enable the necessary planning to progress to successfully attract and appoint the best candidates to the positions of:

- Director of Public Health
- Director of Neighbourhoods and Regulatory Services
- Director of Housing, Growth and Communities
- Assistant Director of Housing and Growth

8. CONTACT DETAILS

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DIRECTOR OF PUBLIC HEALTH

JOB DESCRIPTION

JOB TITLE:	Director of Public Health
ACCOUNTABLE TO:	Accountable to Hartlepool Borough Council Chief Executive and the Secretary of State for Health through Public Health England
RESPONSIBLE TO:	Director of Children's and Joint Commissioning Services
GRADE:	Chief Officer Band A

Job Summary

The Director of Public Health is the system leader for improving the health and wellbeing of residents, reducing inequalities in health outcomes and protecting local communities from public health hazards (infectious diseases and environmental threats). As such, the Director of Public Health is a statutory chief officer of the authority and the principal adviser on all health matters to elected members, officers and partners, with a leadership role spanning health improvement, health protection and healthcare public health. Section 73A(1) of the NHS Act 2006, inserted by section 30 of the Health and Social Care Act 2012, gives the Director of Public Health responsibility for:

- all of their local authority's duties to improve public health
- any of the Secretary of State's public health protection or health improvement functions that s/he delegates to local authorities, either by arrangement or under regulations – these include services mandated by regulations made under section 6C of the 2006 Act, inserted by section 18 of the 2012 Act
- exercising their local authority's functions in planning for, and responding to, emergencies that present a risk to public health
- their local authority's role in co-operating with the police, the probation service and the prison service to assess the risks posed by violent or sexual offenders
- such other public health functions as the Secretary of State specifies in regulations
- producing an independent annual report on the health of local communities

In order to deliver their responsibilities on behalf of the residents of Hartlepool the DPH will need to be a visible system leader in the health and wellbeing partnership arrangements. The DPH will be expected to use all the resources at their disposal to ensure that the local public health system is able to tackle the full range of determinants of health affecting communities in Hartlepool. Working with local communities, he/she should be able to inspire development of innovative solutions that support improvements in health and wellbeing and reduction in health inequalities whilst at the same time maintaining the confidence of Councillors and government.



Description of the LA and the Public Health Department

Hartlepool is a relatively small but dynamic area with considerable public health challenges and opportunities. It has a well-developed sense of identity and a proud history as a prosperous maritime, engineering and mining location. Having seen tough times, it is bouncing back with thriving educational, creative and business sectors, a waterfront development and green open spaces. There is well-established partnership working with coterminous or adjacent public sector bodies and voluntary organisations concerned with health and wellbeing. There is a major push towards regeneration of the built environment to attract inward investment and jobs. Public health is recognised to be everyone's business and we are developing a Health in All Policies approach. The Public Health Team is key to delivering on our ambitions to improve the health of our residents.

Job purpose and key responsibilities

The fundamental purpose of the postholder is to provide the leadership to drive improvements in the health and wellbeing of the residents of Hartlepool, to reduce inequalities in health outcomes and working in collaboration with UKHSA to protect local communities from threats to their health through infectious diseases, environmental and other public health hazards. In delivering the key responsibilities described below, the postholder is expected to demonstrate a high level of expertise in the Faculty of Public Health Competencies (Appendix 1) and the person specifications (Appendix 2).

- a) Support the Chief Executive and Councillors in developing and delivering the Council's strategic agenda
- b) Be the chief officer and principal adviser on public health to the Council, local communities and local partners
- c) Operate strategically as a member of the Executive Leadership Team and across the Council influencing policy and practice.
- d) To commission, and or deliver services which are effective, value for money and meet quality standards.
- e) To act as a leader across the local system of public services, influencing change and enabling a culture of continuous improvement in health and wellbeing, innovation and evaluation.
- f) Utilise the public health resources imaginatively and cost effectively across all domains of public health in order to improve health and wellbeing of local communities and reduce inequalities in health outcomes.
- g) Be accountable for both the shaping and delivery of the Health and Wellbeing agenda taking account of the national agenda and benchmarking (using the national outcomes frameworks; public health, NHS and social care).
- h) Deliver an independent annual report on the health and wellbeing of local communities for publication by Hartlepool Borough Council, to stimulate debate and/or action by the Council and partners.

The person specifications for the post are set out in appendix 2. In delivering the responsibilities outlined above, the postholder and his/her team will undertake the following tasks:

1. Strategic Leadership

- Operate as a key system leader in partnership with NHS, ICS and wider system partners in securing a strong local priority and focus on prevention, health equity and population health.

- Work as part of the North East public health system, the North East and North Cumbria ICS, and actively engage in a wide range of collaborative work across local authority boundaries to support maximum impact on health outcomes.
- Work to ensure that all relevant plans and strategies in the borough explicitly address the need to improve health and address health inequalities.
- Provide leadership to and collaborative working with a range of partners (including local communities, business, education, social care, the NHS and others) to improve health and tackle inequalities.
- Delivery of a system to support surveillance, monitoring and evaluation of health and wellbeing and inequalities in health outcomes of local communities (including an easily accessible Joint Strategic Needs Assessment System).
- Ensure all activity undertaken by the Council takes account of both, the need to reduce inequalities as well as the requirements of the Equality and Diversity Act.
- To ensure scientific principles are applied to assessing need, exploring interventions and assessing progress of the Council's strategic agenda.
- Ensure as a core member of the Health and Wellbeing Board and in partnership with the wider Hartlepool Borough Council, partners and the public, the development of plans to enable local communities to become healthy, sustainable and cohesive.
- Ensure a programme of action (both within and outwith the Council) to impact on the wider determinants of health that will promote improvements in health and wellbeing of local communities and reduction in health inequalities.
- Provide assurance that the health protection system for local communities is fit for purpose.
- To work closely with Directors responsible for people (children, vulnerable communities and older people) to develop, implement and maintain a "fit for purpose" integrated strategy which meets the needs of local communities and is cogent with the national approach.
- Collaborate across organisational boundaries to ensure communities in Hartlepool benefit from population health and care programmes.

2. Directorate Specific Accountabilities

- To be an advocate for improving health and wellbeing and reducing health inequalities
- Exercise the statutory responsibilities including the delivery of the mandated services
- To advise the Council on its statutory and professional public health obligations.
- Work with the UKHSA Centre, NHS England and DHSC to ensure local communities are protected from infectious disease threats (including food and water borne disease, pandemics, etc) and environmental hazards
- Ensure the development and delivery of a credible plan to improve health and wellbeing of communities in Hartlepool and reduce health inequalities.
- Ensure that the Council has implemented its EPRR responsibilities and through Co-chairing of the Local Health resilience Forum, that partner organisations (PHE, NHS England and the CCGs) have delivered their EPRR responsibilities.
- Work in partnership with ICBs and Directors of Social care to take responsibility for Population Health and Care; including oversight and promoting population coverage of immunisation and screening programmes
- Provide public health advice (the core offer) to ICBs supporting the commissioning of appropriate, effective (based on evidence), and equitable health services.
- Support the Health and Wellbeing Board to deliver its statutory duty to promote integration for the benefit of local communities
- Collaborate across local authority boundaries to ensure residents of Hartlepool benefit from population health and care programmes

3. Resource Management

- To be accountable for the budget including reporting on the use of the public health ring fenced grant.
- To manage Council resources (People, property, information and finance) imaginatively and efficiently.
- Manage public health staff and ensure that they are able to influence in such a way as to ensure health and wellbeing in its fullest sense is central to Hartlepool Borough Council

4. Commissioning

- Ensure services for improving health and wellbeing of local communities are commissioned within the Council policy for procurement and monitoring system and are responsive to the needs of the communities in Hartlepool and over time.
- To set the framework for standards for commissioning and delivery, including the promotion of innovative approaches and appropriate risk management systems which are responsive to performance challenges
- To ensure scientific principles of evaluation underpin all commissioning and delivery, of health and wellbeing services.

5. Advocacy

- Develop a constructive relationship with the media and the public, within the context of the Council Communications policy.
- To use the Faculty of Public Health, the LGA, the ADsPH, UKHSA and other channels to advocate for the public's health.

Management arrangements

The Director of Public Health will be professionally accountable to the Council (and Secretary of State for Health through the Regional Director of Public Health in DHSC) and managerially accountable to the Chief Executive of the Local Authority. An initial job plan will be agreed with the successful candidate and reviewed annually.

KEY RELATIONSHIPS:

Committee Chair

Senior Management Team

Local NHS bodies including the North East and North Cumbria Integrated Care Board (ICB) and NHS England

Office for Health Improvements and Disparities (OHID)

UK Health Security Agency (UKHSA)

Health and Wellbeing Board

Local Resilience Forum

The public and the press

The Director of Public Health will:

1. Manage the Public Health Principal and other staff as determined from time to time, and follow Council policies and procedures for line management, recruitment, appraisals, disciplinary and grievance issues.
2. Manage a budget *as determined each year*.
3. Ensure appropriate management and support for Specialty Registrars in Public Health and other training grades as may be developed over time.

An outline job plan based on 10 half-days is as follows:

Directorate role	E.g.: annual public health report, lead role for specific themes, managing the department, managing the budget	4
Corporate role	E.g.: Directorate Management Team, Corporate Management Team, Council Committees	2
Commissioning support	E.g. HBC, CCGs	2
Wider network role	E.g.: DHSC (OHID), ADsPH, Regional DsPH	1
Personal development	EG CPD, Audit, appraisal, revalidation, conferences	1

Professional obligations

Professional responsibilities will be reflected in the job plan. The Director of Public Health will be expected to:

1. Participate in the organisation's staff and professional appraisal scheme and ensure participation of all staff members.
2. Ensure quality improvement (and clinical governance) programmes are an integral component of the public health approach in the Council.
3. Contribute actively to the training programme for Foundation Year Doctors/Specialty Registrars in Public Health as appropriate, and to the training of practitioners and primary care professionals within the locality.
4. Pursue a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation or other measures required to remain on the GMC/GDC Specialist Register with a license to practice or the UK Public Health (Specialist) Register or other specialist register as appropriate.
5. Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and Good Public Health Practice.
6. Agree any external professional roles and the time required to deliver those roles with the Council.

Work programme

It is envisaged that the post holder will work XX programmed activities over XX days (half a day or one session is considered one programmed activity/1PA). Following appointment there will be a meeting at no later than three months with the line manager to review and revise the job plan and objectives of the post holder. The overall split of the programmed activities is 7.5 to be devoted to public health duties and 2.5 to supporting professional activities (as per the Academy of Medical Royal Colleges recommendation). Supporting programmed activity (SPA) is CPD, appraisal, revalidation, teaching, training, quality improvement including clinical governance, Faculty work, etc. The timetable is indicative only. A formal job plan will be agreed between the post holder and the line



manager (usually the CEX) three months after commencing the post and at least annually thereafter. These professional obligations should be reflected in the job plan. The post-holder may also have external professional responsibilities, e.g. in respect of training or work for the Faculty of Public Health. Time allocation for these additional responsibilities will need to be agreed with the line manager.



Appendix 1

Faculty of Public Health: Competencies expected of all public health consultants/specialists

All consultants irrespective of their background are expected to be proficient in the competencies set out below.

I. Use of public health intelligence to survey and assess a population's health and wellbeing

To be able to synthesise data from multiple sources on the surveillance or assessment of a population's health and wellbeing and on the wider environment, so that the evidence can be communicated clearly and inform action planning to improve population health outcomes.

II. Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations

To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

III. Policy and strategy development and implementation

To be able to influence and contribute to the development of policy and lead the development and implementation of a strategy.

IV. Strategic leadership and collaborative working for health

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

V. Health Improvement, Determinants of Health, and Health Communication

To influence and act on the broad determinants, behaviours and environmental factors influencing health at a system, community and individual level to improve and promote the health of current and future generations. To be proactive in addressing health inequalities and prioritising the most vulnerable or disadvantaged groups in the population.

VI. Health Protection

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response. To understand how those risks associated with hazards relevant to health protection may be influenced by climate change and environmental degradation currently and in the future.

VII. Health and Care Public Health

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness, sustainability and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.

VIII. Academic public health

To add an academic perspective to all public health work undertaken. Specifically to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to address these gaps, undertake research activities of a standard that is publishable in peer reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

IX. Professional, personal and ethical development

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to modify behaviour and to practise within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

X. Integration and application for consultant practice

To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

The DPH as a public health leader is expected to have both the technical expertise as well as the ability to use those techniques to both, lead and support the development of complex solutions to improve the health and wellbeing of local communities. In addition, they are expected to have skills and the attitudes to be able to present the results of applying their technical expertise so that they are understandable and stimulate actions by a range of individuals and organisations.

PERSON SPECIFICATION - DIRECTOR OF PUBLIC HEALTH

Competencies and other requirements

Behaviours	Recruitment and selection
Leadership Establishing and promoting a clear public health vision which is coherent with the business strategy and the political vision for Hartlepool Borough Council and consistent with Government policy and takes account of social and economic trends. This is about role modelling through their own actions the types of behaviours expected of others in creating a high performing public health culture. • Developing an effective PH team with appropriate skill mix to enable the Authority to deliver its full range of PH responsibilities • Developing effective relationships with elected members to ensure a coherent PH vision and operational plan • Work with fellow directors to enable/ensure public health perspective/principles underpin all aspects of LA delivery • Work with communities and media to ensure needs of local communities are made explicit and addressed by the H&WB • Deliver the independent report of the DPH in such a way as to compel all members of the H&WB to take action	CV and Interview
Community and population focus It means working together to a common agenda and objectives with a shared purpose and common values, always looking for ways to improve access to services by communities and individuals. This is seen by: • Actively seeking to understand the communities that are served and promoting and demonstrating an active commitment to meet their needs • Setting new standards for innovation in commissioning and delivery of services that anticipate and exceed expectations • Engaging with a wide range of stakeholders and partners to gather and evaluate information and make collaborative judgements and decisions • Making timely and where needed, difficult decisions for the benefit of the people of Hartlepool	Application form Interview

Results Focus Co-development of a model of health with local stakeholders (including local communities) and the metrics to support; taking account of Public Health Outcomes Framework, the NHS Outcomes Framework and the Social Care Outcomes Framework. This is seen by: • Acknowledging and working with ambiguity and complexity, making significant decisions where no precedents exist • Ensuring a best practice performance culture is developed and sustained • Setting, communicating and monitoring stretching organisational objectives and objectives • Pro-actively identifying corporate, directorate and service risks, and ensuring action is taken to mitigate them • Formulating risk management plans and creating a positive health and safety culture.	Interview
Improvement and Change Developing and sustaining a culture of innovation and creativity underpinned by evaluation, where employees are engaged and have the desire to do things better, more efficiently and effectively to improve performance. This is seen by: • Taking risks and moving into uncharted territory while taking accountability for results and failures • Welcoming the inevitable mistakes as part of the creative process • Suggesting the unthinkable to stimulate alternate ways of thinking • Focusing team performance on the achievement of outcomes that will maximise the resources available • Finding new ways of securing or deploying significant amounts of financial resource to meet new objectives • Advocating and role modelling the use of evaluation techniques to support innovation	Interview

People Development Knowing and managing the strategic talent requirements for the organisation. It is about promoting and encouraging a culture where people focus on developing themselves and others to deliver improvement while developing careers. This is seen by: • Holding direct reports accountable for people development generally and specifically for releasing high performers for personal development • Articulating the many long-term benefits of talent management and developing the talent pools required for succession • Ensuring comprehensive workforce plans are in place	Application form Interview
Functional competencies • Demonstrates detailed knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice. • Full and high level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation. Develops service practices and ensures appropriate application. Provides advice on the more complex instances	Application form Interview
• Detailed knowledge and experience in driving and assisting in the management of change in a variety of settings, proactively seeking opportunities to create and implement improved service effectiveness	Application form Interview
• Detailed knowledge of personnel management. Carries out effective performance management of staff and demonstrates understanding of policies related to pay, capability, disciplinary matters and grievances. Plans department activities and use of staff resources effectively. Participates in workforce planning and training needs assessments	Application form Interview
• Demonstrates knowledge of project management tools and techniques. Sufficient skill to develop and implement large scale projects, utilising and leading multi-skilled project teams.	Application form

Qualifications The National Health Service (Appointment of Consultants) Regulations 1996 (legislation.gov.uk) - In line with legislation, inclusion in the GMC Full and Specialist Register with a license to practice/GDC Specialist List or inclusion in the UK Public Health Register (UKPHR) for Public Health Specialists at the point of application. <i>If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice</i> - Public health specialty registrar applicants who are currently on the UK public health training program and not yet on the GMC Specialist Register, GDC Specialist List in dental public health or UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry to a register at the date of interview. Applicants going through the portfolio registration routes (GMC or UKPHR) are not eligible to be shortlisted for interview until they are included on the register. The six-month rule does not apply to these portfolio route applicants. - If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT), or be within six months of award of CCT by date of interview - If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT - MFPH by examination, by exemption or by assessment, or equivalent	Recruitment and selection Application form
Must meet minimum CPD requirements (i.e. be up to date) in accordance with the Faculty of Public Health requirements or other recognised body	Application form
Knowledge, experience and skills	
Understanding of NHS and local government cultures, structures and policies	Interview
Understanding of social and political environment	Interview
Excellent oral and written communication skills (including dealing with the media) including to present to mixed audiences and the media	Application form Interview
Practical experience in facilitating change	Application form Interview

Budget management skills	Application form
The normal duties of the role may involve travel on a regular or occasional basis. It is a condition of employment that the role holder can exercise satisfactory travel mobility in order to fulfil the obligations of the role. For those journeys where an alternative form of transport is unavailable or impracticable the role holder will be required to provide a suitable vehicle	Application form
This position is subject to a criminal records disclosure check	YES
This is a politically restrictive position	YES

Date: August 2025

HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE



NEIGHBOURHOODS AND REGULATORY SERVICES

JOB DESCRIPTION

JOB TITLE: DIRECTOR OF NEIGHBOURHOODS AND REGULATORY SERVICES

DIVISION: NEIGHBOURHOODS AND REGULATORY SERVICES

GRADE: XXXXX

RESPONSIBLE TO: MANAGING DIRECTOR

Role Remit & Responsibilities:

Corporate Remit

1. As an active member of the Corporate Management Team, support the Managing Director, set, deliver and monitor the vision, strategic direction and core values of the Council and provide a clear sense of direction, optimism and purpose.
2. Lead key corporate areas of activity, organisation development and council wide / cross-departmental strategies and policies for the Council, linking with whole organisation initiatives which are positive, forward thinking, results orientated, risk aware and customer focused.
3. Establish and foster working partnerships to promote collaborative working nationally and locally that enhance current and future service delivery and actively promote success and achievements.
4. Ensure the Council is central to local, sub-regional, regional and national initiatives and partnerships, influencing decision making which has an impact on Hartlepool.
5. Ensure employees feel valued and understand their role in achieving the Council's vision and objectives in a supportive and learning environment which protects and enhances their personal well-being.
6. Through personal example, open commitment and clear action, value and celebrate the diversity of communities and the organisation and ensure that



equalities policies are implemented in both service delivery and employment practices.

7. Responsibility for influencing relevant national and regional organisations and partners.

Specific Role Functions

8. The Director of Neighbourhoods and Regulatory Services is appointed to carry out all of the statutory functions which relate to the Neighbourhoods and Regulatory Services Department. This will include the appointment as Proper Officer:
 - in relation to any reference in any enactments or Instruments referred to in any resolution of the Council to a Borough Engineer, Borough Surveyor, Surveyor or Head of Engineering and Waste Management which by any provision in the Local Government Act, 1972, is to be construed as a reference to the Proper Officer of the Council.
 - in relation to any reference in any enactments or Instruments to a Sanitary Inspector which by any such provision is to be construed as a reference to the Proper Officer of the Council
 - in relation to the role and responsibilities in respect of Public Protection.

Service Remit

9. Develop and articulate the Council's vision for a service department and ensure its delivery to meet statutory obligations, policy objectives and give value for money.
10. Optimising service performance and delivery, ensuring efficient and effective use of the services' available resources (financial, human, physical) and the commitment to improve within a whole systems approach.
11. Ensure a holistic approach to development and management of the infrastructure of Hartlepool, maximising the benefits which may be available.
12. Responsible for maximising the availability of all funding sources to enhance service delivery.
13. To ensure, support and develop effective cross-departmental and organisational working.



14. Responsible for ensuring effective engagement with regard to sub-regional and regional activity and giving strategic direction to the economic and social regeneration of Hartlepool.
15. Responsible for the strategic development and delivery of the following:
 - Environmental Services
 - Highways and Engineering
 - Building Design and Construction
 - Planning and Building Control
 - Strategic Asset Management
 - Hartlepool Community Safety
 - Public Protection
 - Emergency Planning
 - Strategic Regeneration
 - Capital Programme
 - Sustainability and Net Zero

The Work of Local Government changes and develops continuously. The above functions should not therefore be regarded as immutable.

16. Responsible for the co-ordination of delivery of services, ensuring they are undertaken in a responsive manner.
17. Responsible for maximising the extent to which services are delivered directly to the user.
18. Responsible for the Council's Emergency Planning (Civil Contingencies) including arrangements and responsibilities as lead authority for Emergency Planning (Civil Contingencies).
19. Responsible for ensuring the appropriate risk, financial and service management arrangements for the service are in place.
20. Deputise for the Managing Director as required.

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.



Date: August 2025

HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.

PERSON SPECIFICATION: DIRECTOR OF NEIGHBOURHOODS AND REGULATORY SERVICES

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REQUIREMENTS	ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)	DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)
- Educational/vocational/occupational qualifications and/or training - Specific qualifications (or equivalents)	Educated to degree level or equivalent (F) Evidence of Continuing Professional Development (F, I, R)	Project management qualification (F)
- Work or other relevant experience	A proven track record of consistent and demonstrable achievement at a senior management level within an organisation of comparable scope and complexity and with a developed understanding of the issues facing the Neighbourhoods and Regulatory Services Department	A demonstrable track record of leading, motivating and managing multi-disciplinary teams to achieve high performing and significant, sustainable service improvements and outstanding results, through internal and external partnerships. (F, I, R)

	including the areas of Transportation and Engineering, Neighbourhood Services, Community Safety and Protection, Planning, Housing, Emergency Planning and support services. (F, I, R) Experience of successful strategic and corporate management and a proven track record of leading in the formulation and delivery of strategic objectives and policies within a large, multi-disciplined organisation. (F, I, R) Experience of developing and sustaining a culture that meets the needs of and engages with customers and staff within a safe, open and high performing work environment. (F, I, R) Extensive experience and demonstrable success in the generation and management of major organisational and culture change (F, I, R)	A track record of working in and forging successful partnerships with a wide range of internal and external bodies including governmental, non-governmental organisations and the private and voluntary sectors to successfully deliver cross sector projects (F, I, R) Evidence of establishing a performance management culture to drive continuous improvement, including service planning, target setting, performance appraisal and the management of diverse staff groups. (F, I, R) Evidence of success in building and enhancing the reputation of an organisation with external bodies and the media (F, I, R) A proven track record of working effectively within a political environment, providing clear, balanced advice and guidance on strategic issues that achieve the corporate and service objectives of the organisation. (F, I, R) A proven track record of working effectively at both regional and sub-regional levels (F, I, R)
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ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)		

2

REQUIREMENTS	ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)	DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)
- Skills, abilities, knowledge and competencies	High degree of political awareness and capable of working effectively with the political dimension; working at the boundary of politics and management, building strategy in relation to members and mainlining effective relationships with Members. (F, I, R) Ability to lead, change and develop the organisation, whilst maintaining consistency with corporate values and ethics, working with uncertainty, ambiguity and change developing appropriate relationships with staff and managers. (F, I, R) Maintain personal perspective and self-knowledge by maintaining continuous professional development and developing personal resilience and skills. (F, I, R) Ability to develop effective relationships including being a champion for the local authority and working with communities and other agencies (F, I, R)	Maintain on focus strategic and long-term issues by developing and holding a vision / strategic view and an awareness of the organisations strategic capacity. (F, I, R) Create a supportive environment where a culture of learning and self-development is promoted, and constructive feedback on yourself and the service provided is encouraged. (F, I, R) Clarifies individual and team direction, priorities and purpose of clarifying objectives and boundaries sand being team orientated to problem solving, decision making and to identify values. (F, I, R) An inspirational communicator, networker and achiever, capable of communicating the vision of the organisation and the service to a wide network of internal and external stakeholders; gaining the confidence and support of various groups through sensitivity to needs; and achieving organisational goals. (F, I, R)

- Personal Style and Behaviour	An excellent role model, promoting high standards of ethical behaviour, probity, integrity, and honesty, with credibility across a wide range of audiences and respect for all. An innovator and motivator, who can promote new and creative thinking and a corporate focus to achieving the Council's objectives and continuous improvement, best value, service excellence and equal opportunities. A persuasive and effective influencer who can foster partnerships, work collaboratively across boundaries and achieve performance and results through others. A shrewd, intellectual, creative, strategic and lateral thinker.	
- General competencies	Calm and copes well with work pressures. (F, R) Visionary and brings teams/people together. (F, I, R) Professional and a good role model for others. (F, I, R)	
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On-going Training Requirements

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

Mandatory/Essential Training	Frequency

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council's Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.



JOB DESCRIPTION

JOB TITLE: Director of Housing, Growth and Communities

DIVISION: Housing, Growth and Communities

GRADE: XXXXXX

RESPONSIBLE TO: MANAGING DIRECTOR

Purpose of Post

1. As an active member of the Departmental Management Team, support the Managing Director and Members, and implement the vision and core values of the Council and provide a clear sense of direction, optimism and purpose across the Division.
2. Lead allocated corporate areas of work and organisational development activities. This can mean linking cross organisational initiatives which are positive, forward thinking, results orientated, risk aware and customer focused.
3. Maintain and foster partnerships to promote collaborative working, enhance the reputation of services and actively promote success and achievements.
4. Ensure employees are valued and understand their role in achieving the Council's vision and objectives in a supportive and learning environment.
5. Through personal example, open commitment and clear action, value and celebrate the diversity of communities and the organisation and ensure that equality policies are implemented in both service delivery and employment practices.

- 
6. Develop and articulate the Council's vision within the Division and help ensure its delivery to meet statutory obligations and policy objectives, optimizing service performance, the use of available resources and the commitment to improve within a whole systems approach.
 7. Establish effective relationships with Elected Members and partner organisations within the context of formal and informal structures and network

Key Relationships

- HBC Senior Leadership Team
- Elected Members
- Private Sector Developers
- Housing Developers
- Housing partnerships
- Regional and National Networks
- Voluntary and Community Networks

Main Duties and Responsibilities

1. Service Delivery: Ensure delivery of effective preventative and community- based services to people in Hartlepool ensuring that services meet statutory obligations and policy objectives, have optimal performance, make effective use of available resources and are delivered within budget, and demonstrate a commitment to continuous improvement.

Service areas:

- Housing Strategy
- Housing Needs, advice and Homelessness support
- Asylum seekers and Refugees
- Local welfare support
- Community based public health and preventative services
- Community HUBS
- Sport and Leisure Services
- Wellbeing and Physical activity programmes
- Learning and Skills
- Culture and Events
- Heritage and Countryside

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2. Directly manage Heads of Service as determined by the Managing Director.
 3. Develop and implement a strategy for Preventative and Community Based Services, which includes standards to drive up the quality of services.
 4. Introduce measures aimed at maximising community participation, take up of services and the use of community-based facilities.
 5. Ensure the provision and availability of appropriate information in accessible formats for the public.
 6. Lead on strategic planning for agreed user groups and partnerships. Lead multi-agency arrangements to improve and development service facilities including securing capital developments through grants and other funding sources where appropriate.
 7. Manage both internal business planning of the services managed and any joint and inter-agency planning arrangements with other bodies.
 8. Lead preparation of a workforce plan for the Division, establishing and maintaining commitment and action to implement it. In conjunction with the personnel and training functions, ensure that recruitment and skills development meet service requirements.
 9. Deputise for the Managing Director as required.

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

Date: August 2025

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PERSON SPECIFICATION: DIRECTOR OF HOUSING, GROWTH AND COMMUNITIES

POST REFERENCE: Insert

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- Educational/vocational/occupational qualifications and/or training - Specific qualifications (or equivalents)	Educated to degree level (or equivalent) in a directly relevant subject area. (F) Demonstration of continuous professional development. (F,I,R) Training in Project Management methodology.	Membership of a relevant professional body. (F) Relevant Project Management qualification. (F)
- Work or other relevant experience	A proven track record of consistent and demonstrable achievement at a senior management level within an organisation of comparable scope and complexity and in driving improvement, efficiency and transformation of	

	financial services within a challenging financial environment. (F, I, R) A developed understanding of the growth and development issues facing the Council and a proven track record in thinking innovatively and strategically and delivering effective solutions (F,I,R) A successful track record of leading and managing major capital programmes on time and on budget. (F, I, R) Evidence of establishing a performance management culture to drive continuous improvement, including service planning, target setting, performance appraisal and the management of diverse staff groups. (F, I, R) A track record of working in and forging successful partnerships with a wide range of internal and external bodies including governmental and non-governmental organisations, the private and voluntary sectors. (F, I, R) A proven track record of working effectively within a political environment, providing clear, balanced advice and guidance on strategic issues that achieve service objectives (F, I, R)	
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REQUIREMENTS	ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)	DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)
- Skills, abilities, knowledge and competencies	High degree of political awareness and capable of working effectively with the political dimension. (F, I, R) Ability to lead, change & develop the function whilst, maintaining consistency with department and corporate values and ethics, working with uncertainty, ambiguity and change and developing appropriate relationships with staff and managers. (F, I, R) Maintain personal perspective and self-knowledge by maintaining continuous professional development and developing personal resilience and skills. (F, I, R) Maintain focus on strategic and long-term issues by developing and holding a vision/strategic view and an awareness of the organisation's strategic capacity. (F, I, R) Create a supportive environment where a culture of learning and self -development is promoted, and constructive feedback on yourself and the service provided is encouraged. (F, I, R)	

	Ensure and maintain individual and team direction, priorities and purpose by clarifying objectives and boundaries and being team orientated to problem solving, decision making and to identifying values. (F, I, R) An inspirational communicator, networker and achiever; capable of communicating the vision of the service and the whole organisation to a wide range of internal and external stakeholders; gaining the confidence and support of various groups through sensitivity to needs; and achieving organisational goals. (F, I, R) Leading, directing and performance managing services, building a valued confident, developed, empowered and innovative workforce. (F, I, R) Ensuring the Provision/Commissioning of safe, effective and high-quality services that are responsive to local need, are provided within a clear quality framework and comply with the statutory duties which fall under the responsibility of the post holder. (F, I, R) Responsible for ensuring the appropriate risk, financial and service management arrangements for the function are in place. (F, I, R)	
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	Experience in the provision of a diverse range of services relevant to the post. (F, I, R) Ability to optimise service performance and delivery, ensuring efficient and effective use of the available resources (financial, human and physical). (F, I, R) Maintain personal perspective and self-knowledge by maintaining continuous professional development and developing personal resilience and skills. (F, I, R) Ability to develop effective external relationships including being a champion to the local authority and working with communities and other agencies. Maintain focus on strategic and long term issues by developing and holding a vision/strategic view and an awareness of the organisation's strategic capacity. (F, I, R)	
- General competencies	Calm and copes well with work pressures. (F, R) Visionary and brings teams/people together. (F, I, R) Professional and a good role model for others. (F, I, R)	
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On-going Training Requirements

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

Mandatory/Essential Training	Frequency

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JOB DESCRIPTION

JOB TITLE: Assistant Director of Housing and Growth

GRADE: XXXXXX

RESPONSIBLE TO: Managing Director

POST REFERENCE: XXXXX

Purpose of Post

- As a member of the Council's Senior Leadership Team, to work collaboratively with colleagues and elected members to provide effective leadership in the delivery of Council's key strategic priorities and embed a high performing and problem solving culture based upon public service values.
- As an active member of the Departmental Management Team, support the Director in implementing the vision, strategic and core values of the council and provide a clear sense of direction, optimism and purpose across the function.
- To secure the effective leadership and management of Development and Growth Services, Corporate Strategy & Performance, Communications & Marketing and Procurement within the Resources and Development Department and promote a culture of high expectations and continuous improvement.
- To ensure statutory duties within the remit of the post are met.

Key Relationships

- HBC Senior Leadership Team
- Elected Members
- Private Sector Developers
- Regional and National Networks



Service Remit

Responsible for the provision and ongoing development of the following corporate services: (including optimising their delivery, and ensuring they are undertaken in a responsive, efficient and effective manner)

Service areas:

- Housing Strategy
- Housing Needs, advice and Homelessness support
- Asylum seekers and Refugees
- Local welfare support
- Economic Growth
- Business Support
- Inward Investment

Main Duties and Responsibilities

1. Leading, directing and performance managing services, building a valued confident, developed, empowered and innovative workforce.
2. Ensuring the Provision/Commissioning of safe, effective and high quality services that are responsive to local need and are provided within a clear quality framework and comply with the statutory duties which fall under the responsibility of the post holder.
3. Ensure employees feel valued and understand their role in achieving the Council's vision and objectives in a supportive and learning environment which protects and enhances their personal well-being.
4. Working with and influencing relevant external organisations and a wide range of partners and stakeholders in a spirit of partnership and collaboration by developing effective working relationships.
5. To lead, as required, on corporate projects which cross Council departments.
6. Develop and articulate the function's vision to ensure its delivery to meet statutory obligations, policy objectives and deliver value for money.
7. To optimise service performance and delivery, ensuring efficient and effective use of the service's available resources (financial, human and physical) and the commitment to improve within a whole systems approach.



8. Responsible for maximising the availability of all funding sources to enhance service delivery.
9. Responsible for the co-ordination of delivery of services, ensuring they are undertaken in a responsive manner.
10. Responsible for maximising the extent to which services are delivered directly to the user.
11. Responsible for ensuring the appropriate risk, financial and service management arrangements for the function are in place.
12. Through personal example, and by visible commitment and clear action, value and celebrate the diversity of communities and the organisation and ensure that equalities policies are implemented in both service delivery and employment practices.

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

Date: August 2025

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PERSON SPECIFICATION: ASSISTANT DIRECTOR OF HOUSING AND GROWTH

POST REFERENCE: **Insert**

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- Work or other relevant experience	A proven track record of consistent and demonstrable achievement at a senior management level within an organisation of comparable scope and complexity and in driving improvement, efficiency and transformation of	



	financial services within a challenging financial environment. (F, I, R) A developed understanding of the growth and development issues facing the council and a proven track record in thinking innovatively and strategically and delivering effective solutions. (F, I, R) A successful track record of leading and managing major capital programmes on time and on budget. (F, I, R) Evidence of establishing a performance management culture to drive continuous improvement, including service planning, target setting, performance appraisal and the management of diverse staff groups. (F, I, R) A track record of working in and forging successful partnerships with a wide range of internal and external bodies including governmental and non-governmental organisations, the private and voluntary sectors. (F, I, R) A proven track record of working effectively within a political environment, providing clear, balanced advice and guidance on strategic issues that achieve service objectives. (F, I, R)	
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- Skills, abilities, knowledge and competencies	High degree of political awareness and capable of working effectively with the political dimension. (F, I, R) Ability to lead, change & develop the function whilst, maintaining consistency with department and corporate values and ethics, working with uncertainty, ambiguity and change and developing appropriate relationships with staff and managers. (F, I, R) Maintain personal perspective and self-knowledge by maintaining continuous professional development and developing personal resilience and skills. (F, I, R) Maintain focus on strategic and long term issues by developing and holding a vision/strategic view and an awareness of the organisations strategic capacity. (F, I, R)	



	Create a supportive learning and self-development environment where a culture of learning is promoted, and constructive feedback on him/herself and the service provided is encouraged. (F, I, R) Ensure and maintain individual and team direction, priorities and purpose by clarifying objectives and boundaries and being team orientated to problem solving, decision making and to identifying values. (F, I, R) An inspirational communicator, networker and achiever; capable of communicating the vision of the service and the whole organisation to a wide range of internal and external stakeholders; gaining the confidence and support of various groups through sensitivity to needs; and achieving organisational goals. (F, I, R) Leading, directing and performance managing services, building a valued confident, developed, empowered and innovative workforce. (F, I, R) Ensuring the Provision/Commissioning of safe, effective and high quality services that are responsive to local need and are provided within a clear quality framework and comply with the statutory duties which fall under the responsibility of the post holder. (F, I, R)	
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	Responsible for ensuring the appropriate risk, financial and service management arrangements for the function are in place. (F, I, R) Experience in the provision of a diverse range of services relevant to the post. (F, I, R) Ability to optimise service performance and delivery, ensuring efficient and effective use of the available resources (financial, human and physical). (F, I, R) Maintain personal perspective and self-knowledge by maintaining continuous professional development and developing personal resilience and skills. (F, I, R) Ability to develop effective external relationships including being a champion to the local authority and working with communities and other agencies. Maintain focus on strategic and long term issues by developing and holding a vision/strategic view and an awareness of the organisations strategic capacity. (F, I, R)	
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- General competencies	Calm and copes well with work pressures. (F, R) Visionary and brings teams/people together. (F, I, R) Professional and a good role model for others. (F, I ,R)	
ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)		

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Standard recruitment process for senior public health posts

