

Havant – Role profiles

Role information	
Job title: Executive Head: Place Role reporting into: Chief Executive	Role profile last updated: dd/mm/yyyy Updated by: Name
Role purpose	
As part of the Senior Management Team to contribute to the development of the strategic objectives of the Council and to ensure that services contributing to regeneration, economic development, property, assets, planning and building control are integrated within that overall strategy and delivered in accordance with the Council’s objectives.	
Main responsibilities	
<ol style="list-style-type: none"> 1. Contribute to the wider strategic plans of the Council ensuring integration with objectives of Place. 2. Develop and obtain acceptance for strategic and operational plans, including compliance with national standards or statutory requirement as required, for the delivery of the Council’s objectives on Place, in particular:- <ol style="list-style-type: none"> a. Regeneration and Economic Development. b. Property and Assets c. Planning Policy and Development d. Building Controls 3. Deliver agreed services on Place ensuring vfm to both the Council and the council tax-payer. 4. Manage projects to time, specification and standard. Ensure that budgets are managed as part of the required integrated approach of the Senior Management Team. 5. Lead and develop people in order to deliver both short and longer term objectives in a way that encourages new and innovative approaches. 6. Ensure access to sufficient and appropriate resources, both direct and indirect, to deliver objectives including through the building of effective internal and external networks. 7. Contribute to the development and use of systems for the monitoring and measuring of outcomes against Council objectives. 	
Other key aspects of work	
Postholder must have demonstrated strategic leadership and networking skills and in particular the leadership skills to manage change. The postholder should have deep experience of at least 2 or 3 the required functions of the role.	
Key behaviours	
The main responsibilities of this post align with the key required behaviours of Havant. In particular, we believe in a keen focus on priorities and continuous improvement, doing better and faster. We are intuitive smart connectors, creating strong strategic partnerships to share what we do and to inspire others. We relish innovation, so we challenge to evolve fast and we are energised by personal, team and organisational success.	

Role information	
Job title: Executive Head: Coastal Partnership Role reporting into: Chief Executive	Role profile last updated: dd/mm/yyyy Updated by: Name
Role purpose	
As part of the Senior Management Team to contribute to the development of the strategic objectives of the Council and to ensure that services contributing to the Coastal Partnership are integrated within that overall strategy and delivered in accordance with the Council's objectives.	
Main responsibilities	
<ol style="list-style-type: none"> 1. Contribute to the wider strategic plans of the Council ensuring integration with objectives of the Coastal Partnership. 2. Develop and obtain acceptance for strategic and operational plans, including compliance with national standards or statutory requirement as required, for the delivery of the Council's objectives on Place, in particular:- <ol style="list-style-type: none"> a. Operations b. CELT c. Capital d. Business Development e. Policy 3. Deliver agreed services of the Coastal Partnership vfm to both the Council and the council tax- payer. 4. Manage projects to time, specification and standard. Ensure that budgets are managed as part of the required integrated approach of the Senior Management Team. 5. Lead and develop people in order to deliver both short and longer term objectives in a way that encourages new and innovative approaches. 6. Ensure access to sufficient and appropriate resources, both direct and indirect, to deliver objectives including through the building of effective internal and external networks. 7. Contribute to the development and use of systems for the monitoring and measuring of outcomes against Council objectives. 	
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Role information	
Job title: Executive Head: Commercial Role reporting into: Chief Executive	Role profile last updated: dd/mm/yyyy Updated by: Name
Role purpose	
As part of the Senior Management Team to contribute to the development of the strategic objectives of the Council and to ensure that services contributing to the Commercial cluster are integrated within that overall strategy and then delivered in accordance with the Council's objectives .	
Main responsibilities	
<ol style="list-style-type: none"> 1 Contribute to the wider strategic plans of the Council ensuring integration with objectives of Commercial. 2 Develop and obtain acceptance for strategic and operational plans, including compliance with national standards or statutory requirement as required, for the delivery of the Council's objectives on Commercial, in particular:- <ol style="list-style-type: none"> a. Contract Manager Capita b. Contract Manager Leisure c. Contract Manager Norse d. Commercial Innovation e. Procurement f. Facilities Management 3 Deliver agreed services of the Commercial team-to ensure vfm to both the Council and the council tax- payer. 4 Manage projects to time, specification and standard. Ensure that budgets are managed as part of the required integrated approach of the Senior Management Team. 5 Lead and develop people in order to deliver both short and longer term objectives in a way that encourages new and innovative approaches. 6 Ensure access to sufficient and appropriate resources, both direct and indirect, to deliver objectives including the building of effective internal and external networks. 7 Contribute to the development and use of systems for the monitoring and measuring of outcomes against Council objectives. 	
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Role information	
Job title: Executive Head: Internal Services Role reporting into: Chief Executive	Role profile last updated: dd/mm/yyyy Updated by: Name
Role purpose	
As part of the Senior Management Team to contribute to the development of the strategic objectives of the Council and to ensure that Internal Services are integrated within that overall strategy and delivered in accordance with the Council's objectives	
Main responsibilities	
<ol style="list-style-type: none"> 1 Contribute to the wider strategic plans of the Council ensuring integration with objectives of Internal Services 2 Develop and obtain acceptance for strategic and operational plans, including compliance with national standards or statutory requirement as required, for the delivery of the Council's objectives on Internal Services, in particular:- <ol style="list-style-type: none"> a. Governance Unit b. CEX Support Unit c. Strategy Unit 3 Deliver agreed services of the Internal Services to ensure vfm to both the Council and the council tax- payer. 4 Manage projects to time, specification and standard. Ensure that budgets are managed as part of the required integrated approach of the Senior Management Team. 5 Lead and develop people in order to deliver both short and longer term objectives in a way that encourages new and innovative approaches. 6 Ensure access to sufficient and appropriate resources, both direct and indirect, to deliver objectives including the building of effective internal and external networks. 7 Contribute to the development and use of systems for the monitoring and measuring of outcomes against Council objectives. 	
Key requirements	
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Role information	
Job title: Executive Head: Community and Environment Role reporting into: Chief Executive	Role profile last updated: dd/mm/yyyy Updated by: Name
Role purpose	
As part of the Senior Management Team to contribute to the development of the strategic objectives of the Council and to ensure that the cluster of Community and Environment services are integrated within that overall strategy and delivered in accordance with the Council's objectives	
Main responsibilities	
<ol style="list-style-type: none"> 1 Contribute to the wider strategic plans of the Council ensuring integration with objectives of Internal Services 2 Develop and obtain acceptance for strategic and operational plans, including compliance with national standards or statutory requirement as required, for the delivery of the Council's objectives on Community and Environment, in particular:- <ol style="list-style-type: none"> a. Housing Support b. Housing Options c. Enforcement d. Community Development e. Environment 3 Deliver agreed services of the Community and Environment cluster to ensure vfm to both the Council and the council tax- payer. 4 Manage projects to time, specification and standard. Ensure that budgets are managed as part of the required integrated approach of the Senior Management Team. 5 Lead and develop people in order to deliver both short and longer term objectives in a way that encourages new and innovative approaches. 6 Ensure access to sufficient and appropriate resources, both direct and indirect, to deliver objectives including the building of effective internal and external networks. 7 Contribute to the development and use of systems for the monitoring and measuring of outcomes against Council objectives. 	
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