

Meeting of:	Senior Management Appointment Committee
Date of Meeting:	Thursday, 15 October 2026
Relevant Scrutiny Committee:	No Relevant Scrutiny Committee
Item which the Chair has decided is urgent (Part I) (If yes, why)	Not Applicable
Urgent Decision Procedure Used (15.14 of the Constitution) (If yes, why)	Not applicable
Item Type	Part I
Report Title:	Recruitment and Selection Arrangements for the Permanent Appointment to the Position of Director of Environment and Housing
Portfolio Holder:	Executive Leader and Cabinet Member for Performance and Resources
Strategic Leadership Team:	Chief Executive
Lead Officer:	Rob Thomas

1.0 What is this report about?

- 1.1 Senior Management Appointment Committee approval is sought to commence a recruitment and selection process for the permanent appointment to the position of Director of Environment and Housing.
- 1.2 The Committee is requested to note the previous recruitment and selection processes undertaken in respect of the post and to approve the commencement of a further recruitment process to facilitate a permanent appointment before the expiry of the current secondment and fixed term arrangement, thereby providing stability and continuity of leadership within a business-critical Directorate.

2.0 What are the Recommendations?

	Recommendations – What and How?	Reason for Recommendation – Why?
2.1	T H A T Senior Management Appointment Committee approve the commencement of the process of recruitment to the position of Director of Environment and Housing.	To enable a permanent appointment to be made before the conclusion of the current secondments and associated fixed term contract approved by the Senior Management Appointment Committee in February 2026. This will provide stability of leadership and support the effective delivery of critical Council services and strategic priorities. .
2.2	T H A T Senior Management Appointment Committee considers the scope and extent of the recruitment process to be followed, and in so doing pay particular regard to benefits of progressing recruitment on a competitive internal basis.	The Council previously undertook a comprehensive recruitment exercise within the last year for a permanent post including through established recruitment channels, targeted professional networks, sector specific platforms and broader employment marketplaces designed to attract a diverse and competitive field of applicants.. Whilst the exercise attracted a significant number of applicants, no appointable candidate emerged. The Council has therefore already tested the external market for the role. Since February 2026, the post has been successfully undertaken through approved temporary arrangements, providing the Council with a substantial evidence base regarding the skills, experience and capability required to undertake the role effectively. Having regard to the outcome of the previous recruitment exercise, the experience gained since that time and the need to secure stability within a critical Directorate, it is considered that a competitive internal recruitment process represents the most efficient, proportionate and cost-effective approach to securing a permanent appointment.
3	T H A T, in pursuance of recommendations 1 and 2, delegated authority is given to the Chief Executive in consultation with the	To allow the recruitment process to be progressed.

	Recommendations – What and How?	Reason for Recommendation – Why?
	Leader, relevant Cabinet Member and Head of HR and Organisational Development to progress: a. advertising the position; b. progressing the necessary arrangements for long-listing and any necessary assessment of candidates in advance of shortlisting; c. drawing up a final short-list for interviews, the interviews of which will be undertaken by future meetings of this Committee, and to; d. agree costings and resource requirements relating to the processes required to pursue the recruitment and selection processes.	

3.0 What is the background to this report?

- 3.1 Following notification of retirement by the previous postholder in 2025, the Senior Management Appointment Committee met on 15th July 2025 and approved to recruit to the position of Director of Housing and Environment.
- 3.2 A robust recruitment and selection process followed (external and internal) in accordance with the approval of the committee. This did not result in an appointment.
- 3.3 The original recruitment exercise was undertaken on a permanent basis and included both internal and external advertising. The Council undertook a comprehensive recruitment campaign through established recruitment channels and received 37 applications. The process included psychometric assessment, technical interviews and presentations to assess candidates against the requirements of the role.
- 3.4 Following completion of the assessment process, no candidate was identified who met the standard required for appointment. Consequently, no recommendation was made to the final Member interview stage and no permanent appointment resulted from the exercise.
- 3.5 The Council therefore fully tested the external market through an open and competitive recruitment process before alternative arrangements were considered at this time.
- 3.6 Following a period of time when interim measures were put in situ the role was advertised further, on this occasion internally only as an 18-month secondment.

- 3.7 An outcome of the internal recruitment process was an appointment was made and the successful candidate commenced their new role in February 2026.
- 3.8 The internal selection process mirrored that of the original internal and external process with a blended mix of presentation and interview which sought to appropriately test the skills of internal candidates and benchmark against evidential skills, knowledge and experience.
- 3.9 Following this secondment the successful candidates substantive post was advertised in accordance with the approval of a further Senior Management Appointment Committee and a fixed term appointment was made.
- 3.10 We are now seeking to gain approval to commence a selection process, in line with our recruitment and selection procedures and pay policy to seek to make an appointment on a permanent basis to the position of Director of Environment and Housing. This would provide stability to the Council in a critical business area.
- 3.11 This will also allow appropriate time is given to relevant senior officers to ensure a robust selection process is undertaken and completed prior to the conclusion of both the secondments/fixed term appointments outlined above, allowing for any relevant notice periods.

4.0 What issues are there to be considered?

- 4.1 The initial recruitment process which commenced in August 2025 was conducted both externally and internally and attracted 37 applicants.
- 4.2 Following an assessment process which included psychometric testing, a technical interview and a presentation, the Chief Executive, in consultation with colleagues also involved in that assessment, sought to identify candidates that would ordinarily be invited to the final interview stage with Members.
- 4.3 No suitable candidates were identified for the final stage and consequently the meeting of the Senior Management Appointment Committee scheduled for 3rd October 2025 was cancelled. This information is shared in the interests of transparency of the process.
- 4.4 The postholder retired on 10th October 2025 and an interim arrangement was put in situ on a short-term basis to ensure the directorate could function effectively operationally whilst further consideration was given to next steps.
- 4.5 Following discussion with officers with recruitment expertise a report was presented to Senior Management Appointment Committee in October 2025 to seek approval to recruit on a secondment basis.
- 4.6 An appointment was made on a secondment basis in February 2026, which could run until August 2027.

- 4.7 Following this appointment approval was also sought to appoint to a further senior role within the Council on a fixed term basis and a recruitment process was undertaken and completed.
- 4.8 This resulted in a fixed term appointment in line with the agreement of the Senior Management Appointment Committee.
- 4.9 We are now seeking approval to commence the process of recruitment to the position of Director of Environment and Housing on a permanent basis to provide stability to the Council in critical business areas prior to the conclusion of the secondment and successive fixed term appointment.
- 4.10 Since February 2026 the role has been undertaken through an approved secondment arrangement. During this period the Council has had the benefit of observing performance in the role over a sustained period of time, providing a significant evidence base against which capability, strategic leadership, operational delivery and organisational fit can be assessed.
- 4.11 The current arrangement has enabled continuity of leadership across a number of critical service areas within the Directorate, including housing, homelessness, environmental and neighbourhood services, waste management and associated transformation programmes. The Council has therefore been able to evaluate performance through practical delivery and achievement of service objectives rather than solely through a recruitment and interview process.
- 4.12 Given the comprehensive nature of the initial recruitment process, which was undertaken in August 2025 in line with our establish recruitment process and the Council Pay policy, consideration has been given to how this appointment is to be conducted transparently and efficiently whilst ensuring the labour pool has been sufficiently explored to attract the most experienced candidate/s to drive the transformation agenda and develop our external partner relationships.
- 4.13 This Committee is also asked to give similar consideration, as set out in recommendation 2 of the report. The relevant facts, as set out above are to be balanced against the specific wording of the Council's Pay Policy which reflects the Constitution. In this regard, where remuneration is in excess of £100,000 p.a. and the contract exceeds 12 months, there is a need to advertise externally.
- 4.14 Any recommendation to advertise externally will therefore be justified in accordance with the Constitution and Pay Policy, but equally a decision to progress by advertising on an internal basis only can be justified given that the labour market was sufficiently explored during late Summer 2025.

5.0 How has evidence been used to inform the report, including the views of others?

- 5.1 The review of the market undertaken in 2025 was comprehensive considering both the breadth and depth of comparable roles and the skills, knowledge and experience required to perform them effectively. The recruitment exercise attracted a high volume of applicants, which

was evidentially higher than other local authorities who were seeking to appoint to similar roles around the same timeframe.

- 5.2 This exercise included an assessment of relevant sector benchmarks and available market intelligence, enabling a balanced comparison between external opportunities and the capability that exists within the organisation.
- 5.3 Having carefully evaluated the evidence, it is apparent that the internal skills, expertise and responsibilities associated with the role are comparable to those identified across the wider market and therefore represent an appropriate and equitable alignment.
- 5.4 Further analysis of the recruitment outcomes, market response rates, and benchmarking against the requirements of the role indicates that the external talent pool was fully tested in Summer 2025. The evidence gathered through this process demonstrated a limited availability of candidates possessing the specific combination of technical expertise, organisational knowledge, leadership capability and sector experience required to successfully undertake the role.
- 5.5 The Council has already undertaken a comprehensive external recruitment exercise for the permanent post and no appointable candidate emerged. Repeating the exercise may result in delay, ongoing uncertainty and additional cost with limited evidence that a different outcome would be achieved.
- 5.6 Retaining the existing secondment and fixed-term arrangements would provide short-term continuity but would not offer long-term organisational stability. It would also prolong uncertainty for the Directorate and may adversely impact workforce planning and future service delivery.
- 5.7 For these reasons the recommendation proposed allows the Committee to conclude that the Council can undertake a competitive process whilst recognising that the external market has already been tested. It provides an efficient and proportionate means of identifying the best candidate from within the organisation and supports continuity of leadership.
- 5.8 Consequently, it is reasonable to conclude that the external market has been comprehensively explored and that continuing to seek external candidates is unlikely to produce a materially stronger appointment outcome.

6.0 What are the next steps if the recommendations are approved?

- 6.1 Approval is sought to delegate responsibility to the Chief Executive, Head of Human Resources and Organisational Development and senior recruitment specialists within the Council to conduct a competitive recruitment and selection exercise to recruit to the permanent position of Director of Environment and Housing. In addition, Committee are asked to consider restricting the application process to internal candidates only.

7.0 How does this report support Vale 2030 and Reshaping?

7.1 The post will require partnership working and collaboration with a number of stakeholders and partners to deliver their duties and contribute to the Council's Wellbeing Objectives and Vale 2030 Corporate Plan. The role description for the post will outline the contribution the post is expected to make to the organisation in pursuing the well-being objectives and demonstrating the five ways of working as they deliver their duties.

8.0 How does this demonstrate the Five Ways of Working?

8.1 Securing permanent leadership capacity enables the Council to continue delivering service improvement programmes, strengthen partnership working and support the sustainable delivery of services for residents.

8.2 The proposal seeks to establish long-term leadership arrangements within a critical Directorate, reducing reliance on temporary arrangements and supporting sustainable service delivery.

8.3 Making a permanent appointment reduces organisational risk associated with prolonged interim arrangements and helps prevent disruption to service planning and delivery.

Resources

9.0 Finance

9.1 The funding for the post is already included in the Council's budget and is core funded in the Council's employment establishment. As a consequence, no additional funding is required to meet the salary costs. Any advertising and other expenditure associated with the recruitment exercise will be met from existing budgets.

10.0 Workforce

10.1 The employment implications are outlined in the body of the report.

11.0 Legal and Equalities

11.1 **Does an Equalities Impact Assessment need to be completed? If not, why?** An Equalities Impact Assessment is not required as this relates to internal recruitment arrangements.

11.2 The previous recruitment exercise was conducted in accordance with the Council's Recruitment and Selection Policy and provided open access to both internal and external applicants. The market has therefore been tested through an open and competitive process.

11.3 In considering any future recruitment arrangements, Members should be satisfied that the approach adopted remains proportionate, objectively justified and consistent with the Council's equality duties. The Committee should be satisfied that any appointment is made on merit and in accordance with the Council's Recruitment and Selection Policy, Pay Policy Statement, employment legislation and the Local Authorities (Standing Orders) (Wales) Regulations 2014.

12.0 **Key Contacts**

12.1 **Who are the primary officers to contact with any comments and/or queries on the report?**

Lead Officer: Rob Thomas, Chief Executive	Democratic Services Officer: James Langridge-Thomas, Operational Manager (and Statutory Head of) – Democratic Services jlalridge-thomas@valeofglamorgan.gov.uk
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Appendix

Appendix A – Job Pack Director of Economy and Housing

Background Documents

[Recruitment and Selection Details for the post of Environment and Housing, Senior Management Appointment Committee, Tuesday 15th July 2025](#)

[Recruitment and Selection Details for the post of Environment and Housing, Senior Management Appointment Committee, Tuesday 14th October 2025](#)

[Recruitment to Director of Environment and Housing, Senior Management Appointment Committee, Tuesday 2nd December 2025](#)

[Recruitment to Director of Environment and Housing, Senior Management Appointment Committee, Thursday 18th December 2025](#)

Director of Environment & Housing

Thank you for your interest in joining the Vale of Glamorgan Council as our next Director of Environment and Housing.

This is an exciting and critical time for the Vale. We are proud to serve a county of vibrant communities, wonderful natural assets, and an ambition to deliver Strong Communities with a Bright Future. But we also face significant challenges: responding to climate change, delivering much needed sustainable housing, tackling inequalities, and providing high-quality services in a context of increasing need, demand and financial pressures. Environment and Housing is at the very heart of this.

From leading our journey towards net zero, to maintaining our parks and coastline, to delivering sustainable housing solutions and keeping our communities safe and healthy, the Director's role has a visible and lasting impact on people's lives.

We are looking for an engaging, collaborative, and values-driven leader - someone who shares our passion for public service, our commitment to equity and sustainability, and our belief that working together with our communities is how we achieve lasting change.

If you're ready to lead transformational change and help shape Strong Communities with a Bright Future, we'd love to hear from you.

Interviews will take place week commencing

26th September 2025

About the Vale of Glamorgan Council

Welcome to the Vale of Glamorgan – a county where stunning coastline, vibrant towns, and green open spaces all come together to create a place that's full of life, opportunity and community spirit.

Our communities are growing, changing, and becoming more diverse every year.

From Barry's busy waterfront and town centre to the Victorian seafront of Penarth with its award-winning pier, the heritage coast's sweeping landscapes, the market town of Cowbridge and the heritage and history of Llantwit Major, the Vale is a place of contrasts, charm – and huge potential.

At the Vale of Glamorgan Council, we're ambitious about the future. Our *Vale 2030* strategy, Strong Communities with a Bright Future, is more than just a vision—it's our ambition for our organisation and for our wider communities. It's about:

- ▶ **Creating great places to live, work and visit**
through placemaking and regeneration projects that bring life and pride back to our towns and communities.
- ▶ **Respecting and celebrating the environment**
from protecting biodiversity to transforming how we manage waste and recycling.
- ▶ **Giving everyone a good start in life**
ensuring people have safe homes, good services, and strong community connections.
- ▶ **Supporting and protecting those who need us**
tackling inequalities and helping people live healthier, happier and independent lives.
- ▶ **Being the best Council we can be,**
innovating and reshaping how we deliver services in tough financial times.

At the Vale of Glamorgan Council, we're ambitious for our communities. We're driven by our vision of Strong Communities with a Bright Future.



Guided by our values, *Ambitious, Open, Together, and Proud*, we're working to create great places to live, work and visit. We're committed to protecting our environment, supporting those who need us most, and delivering services that truly make a difference.

As our Director of Environment and Housing, you'll be right at the heart of this mission. This role shapes how the Vale looks, feels and thrives—today and for the future.

From keeping our parks, beaches and streets clean and safe, to delivering sustainable and affordable homes, your work will touch every community. You'll lead projects that help us reach net zero, protect our coastline, and build communities where people feel connected and proud to call home.

Our Environment and Housing Directorate covers three key areas:

- ▶ **Neighbourhood Services and Transport**
- ▶ **Housing and Building Services**
- ▶ **Shared Regulatory Services, delivered in partnership with Cardiff and Bridgend**

Together, these services involve over 700 dedicated staff. Every day, they maintain our highways and open spaces, collect waste and recycling, manage the leisure service, support public transport, and deliver vital housing services. They also protect public health through environmental health, trading standards, licensing, and community safety.

Our Shared Regulatory Service run in collaboration with our neighbours at Cardiff and Bridgend Council's, is the only one of its kind in Wales delivering essential environmental health services at the lowest cost per head in the principality.

We're proud of what we've achieved so far, like Wales's first net zero schools and transforming how we recycle. We are a Council with one of the highest recycling rates, in a country that has one of the highest recycling rates in the world. We have retained our Council housing stock and are building momentum in delivering more homes to those who need them the most.

As the existing Director retires, you will take over from a position of strength where a great deal has been achieved. But there's more to do. We're looking for a dynamic, emotionally intelligent leader who shares our determination to keep improving the Vale for everyone.

You'll be a visible leader who connects with residents, champions innovative ways of delivering services, and places communities at the centre of decision-making. You'll help us co-produce services with local people, develop creative partnerships, and bring placemaking to life in our towns and villages.



Placemaking and the management of place is at the heart of this role. You'll embed its six principles in all your decisions:

► **People and Community**

Shaping services around people's lives and aspirations

► **Location**

Strengthening connections and making the best use of land.

► **Identity**

Valuing our heritage, culture, and unique local character.

► **Movement**

Putting walking, cycling and public transport first.

► **Mix of Uses**

Creating lively, multi-purpose places.

► **Public Realm**

Designing safe, welcoming spaces for everyone to enjoy.

This is your opportunity to build on solid foundations, leading services that reflect our values and contribute to delivering plans already making a real difference to people, places, and the environment we're proud to call home.

If you're looking for a role where your leadership can transform lives, there's no better place than the Vale of Glamorgan.



Our values

Embracing Openness, Ambition, Togetherness, and Pride: Our Core Values at Vale of Glamorgan Council

At the Vale of Glamorgan Council, our values are more than words, they guide everything we do. They shape how we work with each other, with our communities, and with our partners.

As we look to the future through Vale 2030, these values drive how we build Strong Communities with a Bright Future. They're essential for this role as Director of Environment and Housing, which sits right at the heart of delivering sustainable, thriving communities.

► Ambitious:

We're forward-thinking and always looking for new ways to deliver better outcomes for our residents, partners, and communities. We invest in our people, our places, and our relationships because we're ambitious for the Vale of Glamorgan.



In this role, being ambitious means:

- Championing innovation and leading action on climate and nature to build sustainable, thriving communities.
- Finding new ways of working to meet residents' needs, even when times are challenging.
- Striving for excellent services and continuously improving how we work.
- Setting high standards and using clear data to drive performance.
- Embracing digital tools to enhance service delivery and transparency.
- Shaping services in response to local priorities, collaborating with communities, partners, and businesses to create successful places.

► Open:

We believe in transparency and clear communication. We share information, listen actively, and encourage new ideas. By being open, we build trust and ensure everyone has a voice.



In this role, being open means:

- Promoting clear, honest communication with staff, residents, and partners.
- Sharing real-time data to keep people informed about services.
- Publishing service standards that communities have helped shape.
- Learning from feedback and using it to improve how we deliver services.
- Showing how community engagement and consultation lead to real change.
- Welcoming new ideas and exploring innovative ways to improve services.
- Using a range of communication channels to keep people informed and connected.

► Together:

We believe we achieve more when we work together. Collaboration sits at the heart of our success, and we value strong relationships with colleagues, communities, and partners



In this role, working together means:

- Leading effective partnerships with elected members, communities, regional bodies, and national organisations.
- Practising collaborative leadership and involving colleagues and partners in key decisions.
- Maintaining positive relationships with Trade Unions and engaging them in workforce discussions.
- Leading major projects that bring benefits to the Vale's communities.
- Driving high performance across services while looking after staff well-being.
- Building skilled, motivated teams who deliver great services.
- Supporting good morale and clear standards.
- Championing diversity and striving for a workforce that reflects the Vale's communities.

► Proud:

We are proud to serve the Vale of Glamorgan and its people. We take pride in our achievements, our services, and our communities. We celebrate our successes and recognise the hard work of our colleagues who make a difference every day.



In this role, being proud means:

- Promoting civic pride and helping communities celebrate their identity and achievements.
- Inspiring pride in public service, environmental excellence, and placemaking.
- Being a confident, visible leader and a role model for staff and the community.
- Supporting staff to take pride in their work and seek ways to improve.
- Encouraging innovation and recognising creative solutions.
- Representing the Council with energy and enthusiasm, sharing successes to build our reputation.
- Striving for excellence and ensuring staff feel valued and recognised.

By living our values of *Ambitious, Open, Together, and Proud*, we create a workplace built on trust, respect, and collaboration. These values are not only about how we work internally - they define how we engage with our residents, partners, and communities. As our Director of Environment and Housing, you'll play a key role in bringing these values to life, helping us build strong connections and deliver meaningful outcomes for everyone in the Vale.





Our future plans

A note from the Chief Executive

Dear Candidate

The Vale of Glamorgan is a unique and vibrant place, where coast, countryside and communities come together to create something truly special. As a Unitary Authority, we are proud of our reputation for excellence and innovation, and we remain ambitious for our future.

Our vision for the Vale is “Strong Communities with a Bright Future.” It’s more than just words - it’s a commitment to working openly and collaboratively with residents, partners and communities to create thriving places and improve people’s lives. This vision has guided us through significant change, and it continues to shape how we transform our organisation to be fit for the future and responsive to the needs of all our residents.

Following the retirement of the current post holder, we are now seeking a new Director of Environment and Housing. This is an exciting and pivotal opportunity to join the Council’s Strategic Leadership Team as we deliver on the ambitions set out in *Vale 2030*, our new Corporate Plan.

Vale 2030 sets out five well-being objectives that are both ambitious and essential. They reflect our commitment to:

- ▶ **Creating great places to live, work and visit**
- ▶ **Respecting and celebrating our environment**
- ▶ **Giving everyone a good start in life**
- ▶ **Supporting and protecting those who need us**
- ▶ **Being the best Council we can be**

Achieving these goals will require continued innovation, transformation, and a focus on partnership working. That is why the next phase of our Reshaping and Transformation Programme has been co-designed alongside Vale 2030, ensuring our efforts are aligned with what matters most to our communities. Vale 2030 sets out precisely what we want to achieve over the next five years. Our Reshaping programme is our ‘road map’ of how we are going to achieve our objectives in a world that is continually and rapidly changing.

As we move into the next phase of our transformation and reshaping programme, there is much to do – with significant challenges but also exciting opportunities. It is within this context that you will join us at a pivotal time as our new Director of Environment and Housing.

You will have the chance to influence and shape the future direction of our services – from maintaining our position as leaders in waste and recycling, to expanding our successful Council house building programme so that all our residents have access to safe, secure, and sustainable homes.

Alongside this, you will play a key role in delivering our Placemaking Plans for our four main towns, helping to create vibrant, distinctive places and building stronger connections between people and the communities they call home.

Alongside me as Chief Executive, you will work closely with the Strategic Leadership Team, which includes:

■ Tom Bowring	▶ Director of Corporate Resources
■ Lance Carver	▶ Director of Social Services
■ Marcus Goldsworthy	▶ Director of Place
■ Liz Jones	▶ Director of Learning and Skills
■ Victoria Davidson	▶ Head of Legal & Democratic Services / Monitoring Officer
■ Matt Bowmer	▶ Head of Finance / Section 151 Officer
■ Tracy Dickinson	▶ Head of Human Resources & Organisational Development
■ Nicki Johns	▶ Head of Digital

We are looking for an individual who shares our values: **Ambitious, Open, Together, Proud.**

Someone who can bring fresh thinking, political awareness, and the ability to build strong partnerships to tackle the opportunities and challenges ahead.

If you are passionate about public service and excited by the prospect of delivering real and lasting change for our communities, I would be delighted to hear from you. Please feel free to get in touch for an informal conversation about this role and the future we are shaping here in the Vale.

Together, we can deliver strong communities with a bright future.

Rob Thomas

Chief Executive, Vale of Glamorgan Council

drthomas@valeofglamorgan.gov.uk

Tel: 07976 112 338

Director of Environment & Housing

Role profile

■ Job Title	► Director of Environment and Housing
■ Post Reference	► E-ENV/HSG-AA001
■ Grade	► Director
■ Directorate	► Environment & Housing
■ Location	► Alps Depot, Wenvoe and Remote Working
■ Responsible to:	► Chief Executive
■ Responsible for:	► Neighbourhood Services and Transport, Housing and Building Services, Shared Regulatory Services and Civil Contingencies.

Role overview:

At the Vale of Glamorgan Council, we are committed to delivering our vision of Strong Communities with a Bright Future, guided by our values of being Ambitious, Open, Together, and Proud.

The Director of Environment and Housing provides strategic leadership across a diverse and high-profile portfolio of services that are central to daily life in our communities and to achieving our corporate objectives.

The Directorate covers 3 service areas:

- Neighbourhood Services and Transport
- Housing and Building Services
- Shared Regulatory Services, delivered in partnership with Cardiff Council and Bridgend County Borough Council

Together, these areas employ over 700 staff and deliver a wide range of statutory and non-statutory services.

Our values

Ambitious

Forward thinking, embracing new ways of working and investing in our future

What it means to this role:

- Lead innovation and climate action to build sustainable communities.
- Find new ways of working to meet residents' needs despite challenges.
- Strive for excellence and continuous improvement in all services.
- Embrace digital tools and innovation to enhance service delivery and transparency.
- Developing services that are informed by local insights and shaped in partnership with communities, businesses, and other stakeholders.

Open

Open to different ideas and being accountable for the decisions we take

What it means to this role:

- Promote transparency and clear communication.
- Share real-time data and service standards shaped with communities.
- Learn from feedback to improve services.
- Embrace new ideas and innovation.
- Keep residents informed through diverse media channels.

The Directorate is responsible for:

- Managing and maintaining the Council's highways, open spaces, and coastal infrastructure
- Waste collection, recycling services, and environmental management.
- Indoor and outdoor leisure services and community facilities
- School and community transport services and active travel enhancements to promote modal shift
- Housing development, management and maintenance, homelessness services, and housing strategy
- Public protection, environmental health, trading standards, licensing, emergency planning, and community safety

The Director will lead these services to ensure they are high-quality, customer-focused, and sustainable, aligned to Vale 2030 priorities such as placemaking, environmental sustainability, community well-being, and service transformation.

Our values

Cont..

Together

Working together as a team that engages with our customers and partners, respects diversity and is committed to quality services.

What it means to this role:

- ▶ Lead partnerships with elected members, communities, and regional and national bodies.
- ▶ Practise collaborative leadership and involve others in key decisions.
- ▶ Work in partnership with Trade Unions to ensure staff voices are heard and valued.
- ▶ Lead major projects that deliver community benefits.
- ▶ Drive performance while supporting staff well-being and attendance.
- ▶ Build skilled, motivated teams with strong morale and discipline.
- ▶ Champion diversity, reflecting the Vale's communities in our workforce.

Proud

Proud to serve our communities and to be part of the Vale of Glamorgan Council.

What it means to this role:

- ▶ Inspire pride in public service, environmental excellence, and placemaking.
- ▶ Lead confidently and visibly, acting as a role model for staff and communities.
- ▶ Develop staff to take pride, innovate, and improve services.
- ▶ Represent the Council energetically, showcasing achievements to enhance our reputation.
- ▶ Strive for excellence and ensure staff feel valued and recognised.

Job Description:

As Director

You will model the Council's culture and live our values of being Ambitious, Open, Together and Proud. You'll bring strong people skills, emotional intelligence, and adaptable leadership to guide diverse teams and deliver excellent results. You'll have experience leading large, varied services and delivering major projects, both directly and with partners. You'll create an environment where staff are empowered to innovate, make decisions, and lead service transformation.

Strategic Leadership

- Provide visible, values-led leadership for the Directorate, contributing actively to the Council's Strategic Leadership Team..
- Be at the forefront of delivering the objectives of Vale 2030 both within the Directorate and beyond.
- Deliver services sustainably and in line with the Medium-Term Financial Plan.
- Drive the Reshaping Programme to improve efficiency and achieve better outcomes for our communities.
- Play a leading role in key strategic priorities such as Project Zero (decarbonisation), climate resilience, net zero housing, community safety, emergency preparedness, and placemaking to create inclusive public spaces.
- Co-create services with local communities, partners, and businesses, ensuring they reflect the unique needs and aspirations of the Vale.

Stakeholder Engagement

- Act as a trusted advisor and collaborative partner to elected members, communities, and regulators.
- Engage residents, businesses, and communities in shaping plans and place public participation at the heart of service delivery.
- Work with a diverse range of partners to deliver frontline services efficiently and maximise value for communities.
- Collaborate with statutory partners, in both Civil Contingencies and Community Safety, to reduce risks, enhance community safety, and protect residents.
- Partner with housing resident groups to improve the standards of public housing and strengthen local communities.
- Ensure all tenants and those seeking housing are treated with respect, dignity, and fairness.
- Collaborate with businesses as a Trusted Partner to provide expert guidance on environmental health, and health and safety.

Performance and Service Delivery

- Drive high performance across all service areas, embedding a culture of continuous improvement, innovation, and equity.
- Manage budgets effectively in line with the Medium-Term Financial Plan, ensuring income collection and responsible spending.
- Lead major operational and capital programmes covering housing, infrastructure, environment and waste.
- Maintain oversight of key statutory services and risks, including emergency planning, housing need, flood prevention and regulatory enforcement, ensuring full compliance with all statutory responsibilities across the various service areas.
- Meet statutory waste management targets and drive continuous improvement.
- Develop and deliver on a Directorate Plan and other relevant Strategies, Policies and Procedures to provide a consistent direction for all services and aligns with Vale 2030
- Monitor performance data, benchmark services, and drive improvements to achieve the best possible outcomes with available resources.

People and Culture

- Foster a positive, inclusive, and high-performing culture that lives our values.
- Maintain strong, collaborative relationships with Trade Unions on workforce matters.
- Champion leadership growth, succession planning and staff engagement across the Directorate.
- Ensure regular and informative staff meetings and toolbox talks across all service areas to provide a conduit for two-way information to flow.
- Empower staff to make decisions, encouraging learning, innovation, and continuous improvement.
- Maintain high morale and well-being, balancing performance and healthy attendance.
- Manage employee relations matters fairly to support a safe and effective workforce.

Governance and Resources

- Be accountable for Directorate-wide financial management, ensuring effective and sustainable use of resources.
- Ensure compliance with legislation, policies, and the Well-being of Future Generations Act.
- Ensure compliance with all internal and external audit requirements and ensuring that systems and operating procedures are robust.
- Attend all Council Meetings as necessary and lead on the Joint Working Agreement for Shared Regulatory Services (SRS), and the SRS Board and Joint Committee.
- Contribute actively as part of the Strategic Leadership Team.
- Engage in regional resilience planning through the Executive Meetings of the South Wales Local Resilience Forum.
- Chair the Safer Vale Partnership to support community safety and well-being.

General Duties:

- Show vision and initiative in reshaping services for long-term success.
- Seek new ways to improve services through placemaking, partnerships, and collaboration.
- Help develop and implement policies and practices that support Council objectives.
- Ensure equality, diversity, and inclusion are embedded across all services.
- Maintain compliance with Council policies, laws, and regulations across all areas of responsibility, including those related to the management of employees, health and safety, customer relations, safeguarding, information, equalities, the environment, and those specifically set out in Financial and Contract Procedure Rules.
- Perform any additional duties required by changing circumstances, consistent with the level and nature of the role.

Person Specification

1

Experience



- **Essential**
 - Experience in planning, commissioning, and ensuring high-quality, customer-focused services.
 - Experience successfully leading & managing large, multi-disciplinary staff groups.
 - Experience managing significant service transformation and change.
 - Proven experience leading large-scale public services with complex statutory responsibilities.
 - Significant experience in financial and performance management to ensure sustainable and efficient service delivery.
 - Track record of driving transformation, innovation, and continuous improvement.
 - Significant experience of building partnerships, particularly across housing, environment, transport, and regulatory services.
 - Experience working directly with elected members and navigating political governance processes.

- ▶ **Desirable**
 - ▶ Experience of service and asset transfers to Town and Community Councils and voluntary organisations.
 - ▶ Experience in delivering Regeneration projects.,

- **Ascertained by:-**
 - Application form and Interview

2

Knowledge



- **Essential**
 - Strong understanding of local government operations, legislation, and statutory responsibilities, particularly across housing, building maintenance, highways, waste, coastal management, parks, environmental health, and regulatory services.
 - Good knowledge of how local government is funded and how to deliver sustainable services amid financial pressures.
 - Knowledge of the Well-being of Future Generations (Wales) Act and its practical application in planning and service delivery.
 - Understanding of placemaking principles and how to apply them to create thriving, inclusive communities.
 - Awareness of equity, social justice, and the needs of diverse communities in shaping services and policies.

- ▶ **Desirable**
 - ▶ Knowledge of the Renting Homes (Wales) Act 2022.
 - ▶ Knowledge of the Highways Act 1980 and the Road Traffic Act 2004.
 - ▶ Knowledge of the Bathing Waters Regulations 2013.

- **Ascertained by:-**
 - Application form and Interview

3

Skills and aptitudes



- **Essential**
 - Excellent leadership skills, able to motivate, engage, and inspire diverse teams.
 - Strategic thinker with the ability to translate vision into practical action.
 - Strong communication and interpersonal skills, with the ability to influence, build partnerships, and manage complex stakeholder relationships.
 - Politically astute, with sound judgment in high-profile or sensitive public contexts.
 - Skilled in performance and financial management, able to plan, allocate resources effectively, and manage large and complex budgets.
 - Role model for inclusive and compassionate leadership, cultural change, and staff well-being.
 - Confident in encouraging, leading, and managing both front-line and office-based staff to ensure well-being and high performance.
 - Financially astute and risk-aware, balancing innovation with sound financial decision-making

● **Ascertained by:-** ● Interview

4

Qualifications and training



- **Essential**
 - Degree/L7 Qualification or equivalent experience
 - Evidence of continued professional development
- ▶ **Desirable**
 - ▶ Relevant professional qualification related to the service areas of the role (e.g. housing, environmental health, engineering, regulatory services).
 - ▶ Leadership or management qualification, ideally at a higher level and relevant to local government.
 - ▶ Project management qualification (e.g. PRINCE2, APM).
 - ▶ Health and safety qualification (e.g. NEBOSH).

● **Ascertained by:-** ● Application form

5

Attitude and motivation



- **Essential**
 - Passionate about public service and improving outcomes for communities.
 - Highly motivated leader who acts as a positive role model for colleagues and partners.
 - Adaptable and flexible in responding to challenges and change.
 - Inspiring and engaging leader who empowers teams to achieve high performance.
 - Innovative and open to challenging the status quo to drive improvement and deliver strategic goals.
 - Committed to living and promoting the Council's values of being Ambitious, Open, Together, and Proud.

● **Ascertained by:-** ● Application form and Interview

16

Other (please specify)



- Essential

■ Strong personal and professional credibility.

■ Motivation and commitment to deliver a wide and demanding portfolio of work.

■ Willingness and flexibility to work outside normal office hours, including evenings, when required, with reasonable adjustments considered.

■ Ability to meet work-related travel requirements across the Vale of Glamorgan, with reasonable adjustments considered where needed.
- Desirable

► Ability to speak or learn Welsh

For more information:

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