



**LONDON BOROUGH OF MERTON**

**EXECUTIVE DIRECTOR - ENVIRONMENT, CIVIC PRIDE AND CLIMATE**

**JOB DESCRIPTION**

**POST TITLE: EXECUTIVE DIRECTOR OF ENVIRONMENT, CIVIC PRIDE AND CLIMATE**

**Grade: Executive Director**

**Department: Environment, Civic Pride and Climate**

**Location: Merton Civic Centre, Morden**

**Responsible to: Chief Executive**

**Responsible for:** ensuring an outstanding public realm across the borough including but not limited to waste, street cleansing, licensing and enforcement. To lead the Council's climate strategy and net zero carbon agenda. Accountability for community safety, public and green spaces, emergency planning, traffic, highways and parking, community development, libraries and community Hubs. Organisational lead on sports, leisure and arts across the borough.

**Date: 21 August 2022**

**MAIN PURPOSE**

1. To be professionally responsible and accountable for the strategic, direction and effective delivery of the Council services and functions listed above.
2. To ensure these services are high quality and responsive to organisational, political and residents' needs and reflect corporate priorities, government direction and legislative change.
3. To jointly lead in the corporate management of the Authority as a member of the corporate leadership team.
4. To provide outstanding leadership to the workforce of the Environment, Civic Pride and Climate Department.
5. Ensure strong financial management of the directorate and council budget.
6. When required, to act as 'Gold' in order to lead and support the Council's response to maintain critical services.



7. To carry out such other duties and responsibilities as required by the Chief Executive.

## **MAIN DUTIES AND RESPONSIBILITIES**

### **Generic**

1. To jointly lead in the corporate management of the Authority and to contribute to the preparation of both short, medium and long-term plans for the Authority.
2. To evaluate the performance of the Department against stated objectives, developing performance measures and ensuring feedback to staff on the department's performance in meeting targets and objectives.
3. Ensure the organisational structure of the directorate meets changing service needs. To promote sound departmental management practices and to be responsible for the effective recruitment and retention, motivation and development of staff within an effective industrial relations climate.
4. To promote and ensure collaborative working relationships between the department and others across the Council.

### **Specific**

5. To ensure that the Council delivers outstanding public realm services whether through contracted, in-house or other trading vehicles to achieve a high- quality environment for Merton's residents.
6. To promote and represent the Borough's response to create a safer Merton. Lead on all initiatives and activities to ensure residents feel safe and supported within their communities.
7. To develop and promote the Council's response to the climate agenda and deliver on initiatives to achieve net zero carbon and a greener, more sustainable borough.
8. To work closely with sports promoters (e.g. Wimbledon and The LTA as well as others) to enhance Merton's reputation as a borough of sport and achieve maximum benefits to residents.
9. To lead and promote Merton's arts, culture and leisure offer.
10. To exercise responsibility for council policy and delivery of statutory obligations, act and operate to the highest standards in accordance with the council's plans, financial regulations and standing orders, ensuring the provision of an exemplary service to the council and its customers.
11. To lead and champion the council's key commitments in relation to recycling and sustainable waste management and disposal; promotion of physical activity and healthy lifestyles; greenspaces management, libraries, trading standards, parking and traffic enforcement to support positive behaviour change and road safety.



12. To be responsible for all aspects of Emergency Planning.
13. Ensure that services are developed in close consultation with communities, consultative groups, local action groups and external agencies. To develop effective relationships with the private and voluntary sectors and to encourage joint development initiatives wherever appropriate.
14. As an inclusive leader, demonstrate a relentless focus on equality and diversity, both in terms of achieving outstanding outcomes for Merton's communities, and in the context of your role as an executive director of a major employer