

Designation:	Head of Environmental Health
Grade:	Stroud 9
Hours:	37
Location:	Ebley Mill
Job Purpose:	<p>To lead and manage across the Environmental Health service with a sound understanding of the operational areas and professional fields. Required to deal effectively with complex, confidential, and sensitive situations and provide expert guidance and advice to internal and external customers. Support the development of longer-term strategies, taking a strategic advisory role and influencing the development of service plans, budgets, resource allocation and setting objectives for the future.</p> <p>Motivating and empowering teams in the delivery of service and corporate priorities and role modelling the Stroud District Council Values.</p>
Responsible to:	Strategic Director of Place
Responsible for:	Housing Renewal Manager, Environmental Protection Manager, Commercial Services Manager, Principal Licensing Officer and the Senior Business Support Officer. Including Corporate Health & Safety Advice.

KEY DUTIES

- To ensure the overall delivery and development of an effective and responsive service in relation to food safety, infection control, health and safety, corporate health & safety advice, environmental protection, licensing, pest control, animal welfare, renewable energy, home energy efficiency, private sector housing renewal and the Council's land drainage responsibilities.
- Work collaboratively with the senior leadership team and other stakeholders to proactively contribute to the development and delivery of comprehensive and new approaches to the Council's Key Priorities which are recognised and valued by local people, our customers.
- Determine most cost-effective use and deployment of resources to achieve corporate and service objectives ensuring compliance with statutory and financial obligations, with effective systems to manage performance and risk.
- To maintain and review excellent customer response and promote and manage delivery of the service to meet and manage customer expectations.

- To develop and maintain the productive partnerships required to allow the Council to strongly influence at local, sub-regional, regional, and national levels.
- To continually review the structure, function and delivery of the service and make recommendations to the Strategic Director of Place on how this could be improved.
- To act as the Council's 'key contact' for a number of corporately specified partner organisations.
- Lead or support projects and reviews within defined areas of work, potentially across wider remits.
- To generally contribute to the wider corporate management of the Council and more specifically to: (1) Lead on service transformation; (2) Prepare, monitor, and review an annual service plan and budget; (3) Support Local Business to grow successfully whilst achieving regulatory compliance; (4) Actively contribute to the Council's target of a carbon neutral district by 2030. (5) Lead on the delivery of relevant aspects of the Corporate Delivery Plan; (6) Actively promote the role of the service and how it contributes to the health and wellbeing of the community; (7) To make available sufficient resources to develop and maintain the content of the Council's website and improve digital access to services; and (8) Act at all times in accordance with the requirements of the Council's Constitution and associated financial regulations and schemes of delegation.

SKILLS AND KNOWLEDGE

- 1. Educated to degree level or equivalent, ideally with a postgraduate qualification in a relevant subject.
- 2. Experience at a senior level within the Environmental Health field.
- 3. Able to exhibit the skills and attributes of a Stroud Manager and produce high performing teams and good employee relations.
- 4. Ability to undertake work of a more complex nature, which requires advanced/high level knowledge and skill across a range of specialist disciplines.

COMPLEXITY AND CREATIVITY

- 1. Developing creative ways of monitoring and responding to new central government policy, strategy, and guidance.
- 2. Developing creative ways of monitoring and responding to regional, sub-regional and local agendas.
- 3. Able to understand other organisations and where the Council will see a clear value for money return develop, maintain, and monitor appropriate partnership arrangements.
- 4. Able to develop the internal inter-service relationships necessary to deliver corporate and service responsibilities.

JUDGEMENT AND DECISIONS

Required to exercise discretion and judgement in a range of areas which lead to the setting of working standards and/or decisions leading to changes in important procedures or service practice.

CONTACTS

- Members of the Council
- Members and staff of other local authorities/partner agencies
- Suppliers and contractors
- Members of the public

RESOURCES

Little or no responsibility for physical or financial resources.

TRAVEL DESIGNATION

HMRC rate payable for use of car for business purposes

GENERAL

- To work with communities sometimes outside normal office hours, including weekends.
- To ensure that at all times service delivery informs, reflects, and supports the Council's prevailing aims and objectives.
- To work with colleagues across the organisation as required in support of organisational goals.
- To promote the Council's overall commitment to equality of opportunity/Diversity at all times and work within the requirements of the Council's Equality Scheme.
- To undertake all training and development initiatives as required.
- To work within Health and Safety guidelines in accordance with the Health and Safety at work Act.
- To work within the requirements of the Council's Environmental Policy and Management System.
- To undertake any appropriate duties required to meet the Council's obligations under the Civil Contingencies Act.

This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or developments.