

# Role Profile

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## Director: Law and Governance

Reporting to the Chief Executive

Grade: Hay D1

### Purpose of a Director role:

Directors carry individual and collective accountability with Lambeth Strategic Directors for achieving Lambeth's strategic and service outcomes and in particular the successful delivery of the Borough Plan. As a Director, a primary role will be to contribute to the strategic direction of the council and for translating the strategy into performance goals and outcomes.

As a member of the Director team, accountabilities will include:

- Collectively contributing to setting the direction of and delivering Lambeth's objectives and agreed outcomes in an integrated way, personally taking accountability for the achievement of these at Directorate and service level.
- Collectively and personally responsible for delivering performance across the council.
- Mobilising external community, public and private sector partnerships in line with Council strategy
- Working with other Directors and in own service area to create the organisational culture which is motivational, fosters excellent performance and innovation amongst staff, and ensures that their teams have the right skills and capacity to deliver.
- Being focussed on the customer and actively promoting the internal working and partnership relationships to achieve this.
- Bringing and articulating an outside perspective including national developments and excellent practice which will contribute to developing the ambition for Lambeth. Championing own and others ideas.
- Along with Strategic Directors and Directors, promotes high levels of integrity and corporate governance including ensuring collectively and in individual service areas that Council standards and policies are adhered to.
- Providing support and advice to elected Members.

Reviewed August 2021



- Effectively anticipates and constructively addresses challenges and situations where conflict may arise.
- Personally leading, large projects and programmes.
- Together with Strategic Director and Director colleagues, acts as a champion for Lambeth's wider values including equalities, sustainability, health and safety and value for money.
- Accountable together with Strategic Directors and Directors for developing and managing business continuity plans and the Council's emergency response arrangements.

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## Specific Accountabilities as Director: Law and Governance

1. Accountable to the Chief Executive for working with Strategic Director and Director colleagues, to develop an effective legal service to the Council service areas.
2. Develop a quality legal service to advise the Chief Executive and other strategic Directors and Directors on all areas of the council's business.
3. Personally advises the Chief Executive, Members and other Strategic Directors on constitutional matters and decision-making and give clear options and sound practical recommendations on proposed ways forward.
4. Strategic approach to litigation and contentious areas of legal work and proactive approach to engaging with services to avoid or minimise litigation
5. Leading and developing an efficient and effective democratic services team.
6. Accountable for the effective management of elections.
7. Effective development of the service including having effective workforce plans in place, in terms of capacity and capability, motivating and developing staff and fostering talent.
8. Financial and business acumen and ability to review service budget structure and if approved implement a traded model for legal services and continually ensure value for money services
9. Commercial approach to managing a mix economy model of legal services to get better value for money and clienting of outsourced legal work
10. Ability to work with external or arm's length organisations including ability exert influence on the governance and risk management
11. Works well with partners to ensure the best use of the resources available to serve the Lambeth community.
12. Promote a partnership working style within own service area and with other support services.
13. Highly collaborative and able to share resources with other local authorities to create resilience in hard to recruit areas eg contract and regeneration
14. Corporate player and able to positively influence in areas such as diversity and inclusion, public sector equality duty and information governance
15. Acts as the Council's statutory Monitoring Officer ensuring that lawful decision making, sound corporate governance, compliance and transparency is embedded in all service areas.

## Specific Objectives/Outcomes for the Next 6 Months

- Leading and managing the Council's response to a high profile investigation into historical child abuse.
- Review of the constitution.
- Contributing the large regeneration and estate projects.
- Reviewing charging, information management and governance arrangements.
- Exploring options for developing a commercial approach which would allow the Council to trade.

## Role Requirements

Directors will be expected to have a proven track-record of leadership, management and development of services and working across service disciplines. They will preferably have experience of working in a political environment advising elected Members. In addition, all Directors will be expected to have the following:

### Knowledge and Skills

- Proven skills in managing and achieving outcomes including tracking the benefits.
- Successful financial management.
- Ability to demonstrate service development and delivery across more than one professional discipline.
- Ability to lead change.
- Excellent influencing skills and a track record of using them.
- Leadership and management of people including developing talented, motivated teams and enabling them to maximise their potential.
- Proven ability to prepare and present controversial material to Members and the public and to be able to manage media relations effectively.
- Significant Monitoring Officer experience to deal with member conduct robustly but also influence better conduct through conversations, training and support
- Can proactively identify and resolve complex problems individually and working effectively with other Directors and Strategic Directors.

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## Behaviour and Attributes

- Personal credibility to provide corporate and professional leadership.
- Takes accountability for own actions and holds others to account.
- Has high levels of personal integrity and is able to gain the respect of colleagues, elected Members, the community, stakeholders and staff.
- Uses personal credibility to foster engagement with staff to enable their contribution to service development and achieve high levels of performance.
- Has a collaborative approach to developing solutions and improving services.
- Is committed to own personal development and that of their directorate teams.

## Specific Requirements for the Role of Director: Law and Governance

In addition to the skills and knowledge requirements of all Lambeth Strategy Directors, the Director of Law and Governance is required to additionally be able to demonstrate the following:

- In-depth understanding of law relating to local government.
- Track-record of developing strategic plans and managing accounts in large complex organisations.
- Track-record of developing and leading professional teams.
- An understanding of the effective development of customer services in a complex organisation.
- Ability to demonstrate a collaborative approach to working with support services colleagues to develop joined-up solutions.
- Programme management skills.
- Education to degree-level.
- Qualified Lawyer with a current practicing certificate.

## Objective and Target Setting

As part of Lambeth's performance management arrangements, outcome-based objectives and targets which will be both corporate and service specific will be developed and agreed either 6-monthly or annually. These will supplement the content of this role profile.

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This role profile will subject to regular review and the Council reserves the right to vary the accountabilities in accordance with operational and strategy need.

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