



THE LONDON BOROUGH

# RECRUITMENT INFORMATION PACK

## Director of Environment and Public Protection



September  
2024

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MAKING  
**BROMLEY**  
EVEN BETTER



## **Making Bromley Even Better -**

we want Bromley to be a fantastic place to live and work, where everyone can lead healthy, safe and independent lives.



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# WELCOME

Bromley is a special place, London's largest borough in size, with much of this being Green Belt, helping define character.

Our services are also high performing. We are already London's top recycling borough for instance, but we are ambitious to improve and both serve and support our residents.

**We are now looking for our next Director of Environment and Public Protection to lead these high profile services and maintain and improve our high performance.**



As our next Director of Environment and Public Protection, you will be an empathetic leader, experienced in developing innovative responsive services, including through commissioning and through partnership work. You will still be expected to deliver enhanced performance and be responsive to the need to also deliver financial savings.

The financial context facing Local Government, including the fact that Bromley has the second lowest Government grant in London, is a reminder of the challenge as well in delivering complex services for:



Neighbourhood Management, including waste management, street cleaning and enforcement



Greenspace, including parks and trees



Public Protection, including environmental health, trading standards, community safety and licensing



Highways, including maintenance and street lighting



Transport, including road safety and parking

Yes, there is challenge, but there is also opportunity, and we remain ambitious to deliver transformational services. We will look to support you in many and varied ways. Our commitment to staff is enshrined in our REAL values, Respect, Empower, Ambition and Learn and you will embrace these values in your leadership role.



We warmly encourage you to be part of our journey so we can also be part of your journey.

We look forward to hearing from you.

**Ade Adetosoye CBE**

Chief Executive

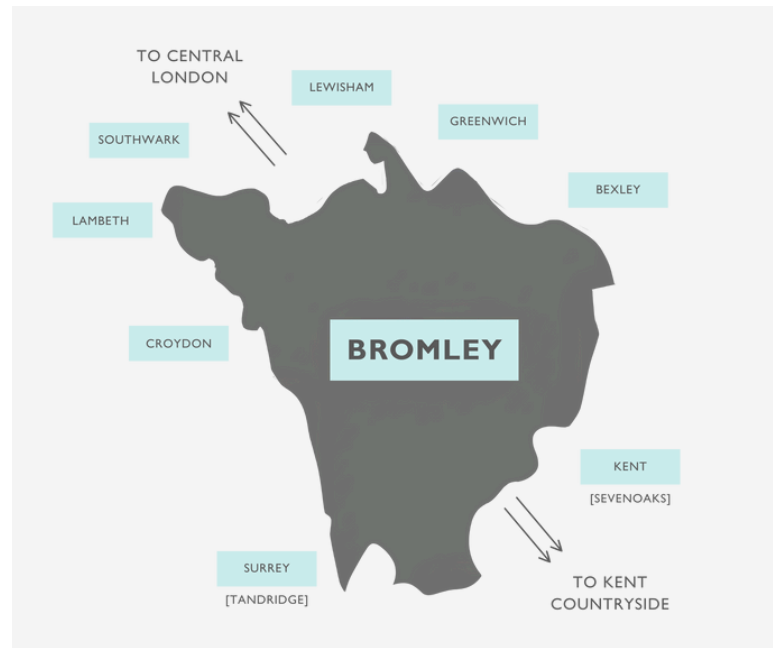
# ABOUT BROMLEY

## Why Bromley?

Location, location, location...!!!

Located in the southeast corner of London and bordering Kent, Bromley is home to some 330,000 residents. It is the largest borough in the capital, offering both bustling high streets and tranquil villages.

The population is diverse, as are the local facilities. Shopping, music, sport, eating out – there is something for everyone!



## Bustling towns

Bromley has a number of busy and bustling high streets including Beckenham, Orpington and West Wickham with Bromley High Street at its heart. Bromley is home to one of the biggest shopping, food and entertainment centres in the South East.

## Located in the heart of Bromley

The Civic Centre is located in the heart of Bromley. We are currently in the process of moving to our new modern office accommodation at Churchill Court directly opposite Bromley South station as shown on the cover of this document.

Nearby, the Glades, Bromley High Street and the Mall provide a fantastic range of high street shops, restaurants, cinema and leisure facilities including bowling and nightclubs and pubs

## Travel

Excellent transport links mean you can be in the heart of London or the gorgeous Kent countryside in just 15 minutes, depending which direction you take. International travel is just as accessible. Fast and frequent trains will take you to Ashford and Dover, which both offer transport to the continent. What's more, London's two main airports, Gatwick and Heathrow, are both a short road trip away.

## Leisure

For something a little more relaxing, the borough is also home to 129 open spaces and parks, with 51% designated as greenbelt land offering a diverse range of facilities for informal and structured recreation. Bromley is the largest London Borough by area, covering 59 square miles. Over half of the borough is open countryside, made up of a mixture of woodlands, farms, heath and common land supported by a network of footpaths. Whether walking the dog, taking children to the playground or just going for a leisurely stroll, our residents can do so in great surroundings.

## Culture

Bromley is home to many venues and organisations which contribute to the cultural scene in the Borough. Bromley is also a historic borough, home to Charles Darwin, H.G. Wells and Enid Blyton. There is plenty to discover about our heritage and history at one of the Borough's many museums.

The Churchill Theatre, in the heart of Bromley, provides a full programme of high quality performing arts and in house productions. Bromley Youth Music Trust provides instrumental and vocal education through individual and group tuition including working with children with disabilities and special needs, and performs at venues within the borough.

Bromley has events to excite, enlighten and entertain you – concerts, carnivals and community events, fireworks and festivals, shows and spectacles!



## Sport - be active and healthy in Bromley

There are excellent sports facilities throughout Bromley, including:

- Crystal Palace National Sports Centre, operated by Sport England, containing elite athletics, swimming, diving and sports facilities open to the community
- Norman Park Athletic Track is home to the successful Bromley and Blackheath Harriers Athletics Club who have regularly had athletes competing at the Olympic Games

The borough is also home to the Bromley Tennis Centre, excellent golf courses as well as numerous football, rugby and squash clubs. In fact, just think of a sport and you can play it in Bromley!

There are four major public leisure centres in Bromley – Walnuts Leisure Centre at Orpington, West Wickham Pools, The Spa at Beckenham and The Pavilion, Bromley. They are all operated by Mytime Active providing excellent leisure facilities for people of all ages, so there really is something for everyone!

During the last few years, we have been able to celebrate the success of several local sport stars who achieved success on the national and international stage, such as: Dina Asher-Smith, who in 2019 became the first British woman to win a World title in a sprint event; Emma Raducanu, who in 2021 became the first British woman to win a Grand Slam singles title since Virginia Wade in 1977; and Bromley Football Club, who won the FA Trophy for the first time in their history in 2022 before being promoted to the Football League for the first time in their history in 2024.





# WORKING FOR US

**- a fantastic place to live and work, where everyone can lead healthy, safe and independent lives**

In 2021 we published our 10-year corporate strategy, *Making Bromley Even Better*, which set out a clear and ambitious vision for the Council:



***We want Bromley to be a fantastic place to live and work, where everyone can lead healthy, safe and independent lives***



*Making Bromley Even Better* is being delivered jointly by the Council and partner agencies. We firmly believe that strong partnerships formed the foundation of our previous plan “Building a Better Bromley

## Delivering our vision

To deliver our vision, we have identified a set of 5 new ambitions:



For children and young people to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.



For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.



For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.



For residents to live responsibly in a safe, clean and green environment great for today and the future.



To manage our resources well, individually and collectively, providing efficient and effective services and excellent value for money for Bromley’s residents.

# Transforming for the future

- a modern, efficient and flexible work environment

## Smart and agile working

Workforce modernisation is a key part to the transforming Bromley programme. We continue to transform how and where we work with the use and benefit of technology. What's more, during 2024 we are moving from our historic Civic Centre office to a modern office accommodation at Churchill Court directly opposite Bromley South station as shown on the cover of this document.

In addition to the traditional flexible arrangements, such as part-time, term-time, job share and home working, our staff and managers are embracing the culture of smart, agile and remote working.

## Parental leave

The Council offers attractive schemes to support growing families – maternity, paternity, adoption and parental leave schemes are available to staff.

## Interest free season ticket loans

We are actively pursuing ways to reduce the number of employees travelling to work in their car by encouraging the use of alternative means of transport.

As part of this objective, we are delighted to offer all employees the opportunity to obtain interest free public transport season ticket loans.



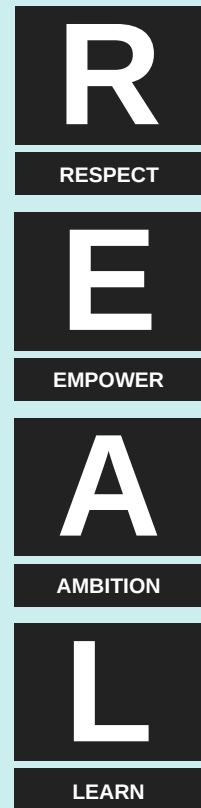
## The Bromley commitment to staff

In support of *Making Bromley Even Better*, the Council's Corporate Operating Principles set out our approach to creating a flexible, responsive organisation that can embrace new ways of working with partners and staff to maintain and improve services to our community.

As part of this, we are committed to providing a working environment in which staff can contribute to the success of the Council. This staff commitment sets out the responsibility we all share in making this happen.

Our commitment is underpinned by our REAL values and the belief that -

- People come to work to do a good job and make a difference
- Everyone should be treated with respect and be valued
- Managers have the right to manage but should do so fairly
- People have personal accountability for their own development, behaviour and actions
- Communication should be open and ongoing



*Our REAL values*



## Staff recognition

We are committed to being 'excellent' and want to reward the staff who make this happen and we are committed to recognising and rewarding exceptional performance.

We reward talent and excellence through the Bromley Stars event.

This is our chance to recognise and celebrate colleagues or teams who make a real contribution to building a better Bromley.

As part of our localised pay and conditions managers can nominate staff for the merited voucher payment.

## Salary Sacrifice Schemes and Staff Discounts

Staff can also beat the traffic and support a healthy lifestyle as there are tax savings through a cycle to work scheme!

The Council offers a general salary sacrifice scheme which includes lease car, gym membership, additional annual leave purchasing scheme and other exciting opportunities available for staff.

## Employee benefits

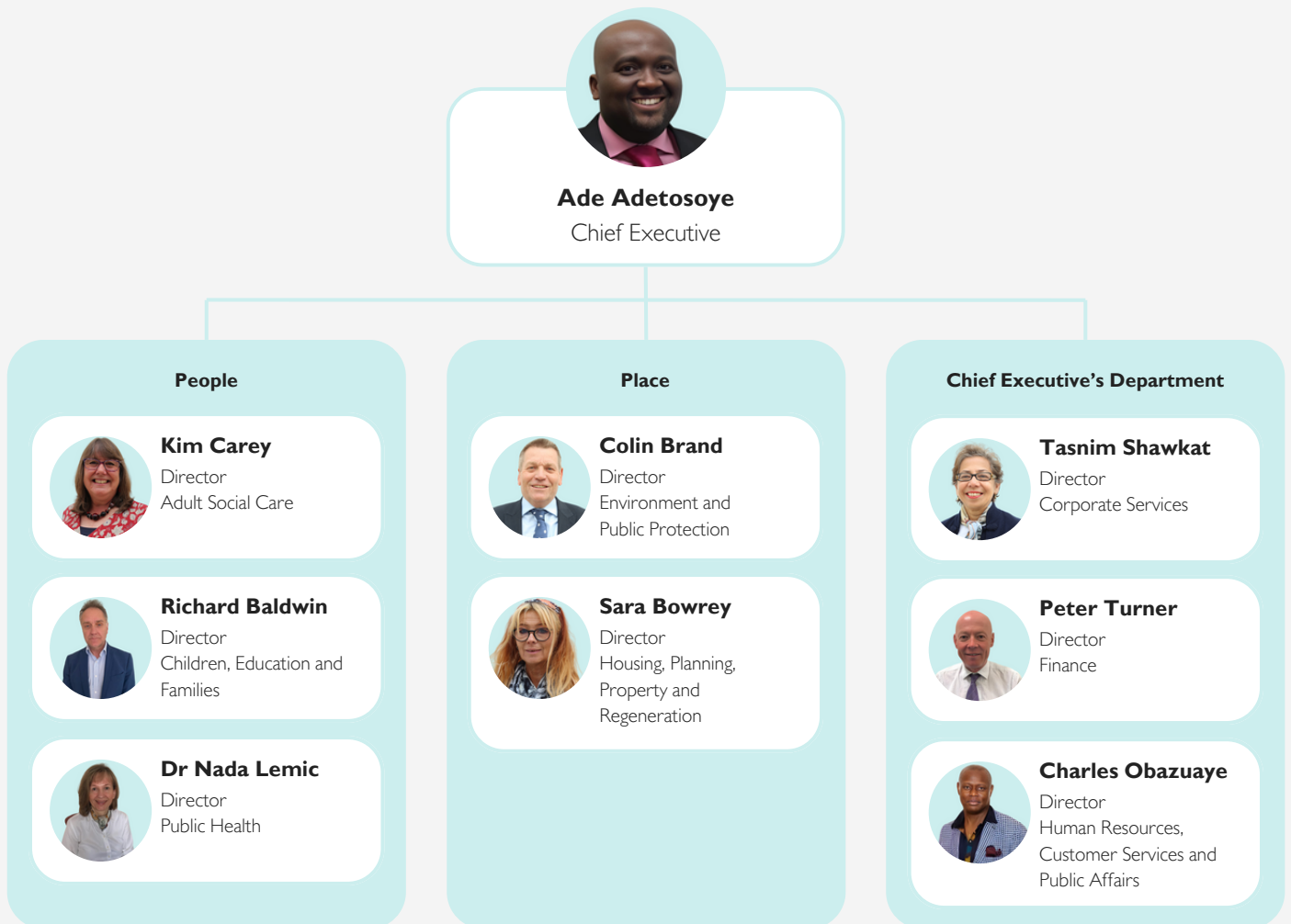
This is one way we are helping to make Bromley an employer of choice. With discounts at local and national outlets, savings on a wide range of health and leisure activities, travel, food and shopping, we hope you'll make the scheme work for you to make your money stretch further.



# ABOUT THE COUNCIL

The senior leadership team is led by the Chief Executive, Ade Adetosoye CBE, and consists of eight directors who form the Chief Officer Executive (COE) group.

The Council is organised into three clusters:



As a member of COE, the Director of Environment and Public Protection contributes to the corporate management and leadership of the Council and its overall vision of the Transforming Bromley agenda, incorporating the objectives of our corporate strategy, *Making Bromley Even Better*.

This is vital to promoting a culture of continuous improvement and securing the long-term sustainability of delivering high quality and cost-effective services for the borough.

# ABOUT THE DIRECTOR OF ENVIRONMENT AND PUBLIC PROTECTION

The Environment and Public Protection Service builds on the Council's priorities in *Making Bromley Even Better*, for residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

The Director of Environment and Public Protection Services is the lead for all matters in discharging functions relating to Environment and Public Protection Services.



## Environment and Community Services portfolio plan

The Environment and Community Services portfolio plan is shaped around the delivery of the following six priorities:

- ✔ Keep our streets clean
- ✔ Minimise waste and maximise recycling
- ✔ Enhance Bromley's parks and green spaces
- ✔ Maintain our transport infrastructure and public realm
- ✔ Improve travel, transport and parking
- ✔ Overarching themes for all portfolios

You can view the full portfolio plan by visiting [www.bromley.gov.uk/policies-plans/portfolio-plans](http://www.bromley.gov.uk/policies-plans/portfolio-plans)

## The Public Protection and Enforcement Services portfolio plan

The Public Protection and Enforcement Services portfolio plan is shaped around the delivery of the following five priorities:

- ✔ We will keep Bromley safe
- ✔ We will protect consumers
- ✔ We will support and regulate businesses
- ✔ We will protect and improve the environment through custodian and effective enforcement
- ✔ We will provide value for money

You can view the full portfolio plan by visiting [www.bromley.gov.uk/policies-plans/portfolio-plans](http://www.bromley.gov.uk/policies-plans/portfolio-plans)

## Summary of job role and key responsibilities and duties

Reporting directly to the Chief Executive, the Director of Environment and Public Protection will provide visionary and strategic leadership for the environmental and public protection services.

This role is pivotal in planning and delivering the strategic framework for environment and public protection services, aligned with the Council's Transforming Bromley agenda, including the various portfolios which are key member priorities.

The Director will oversee a large, complex capital programme and guide the directorate in achieving long-term positive outcomes for the community through innovative and collaborative approaches with internal and external stakeholders.

<b>Strategic leadership</b>	Drive and manage the transformation agenda, aligning programs with Council objectives, values, and priorities.
<b>Executive support</b>	Act as deputy to the Chief Executive when required.
<b>Project management</b>	Lead large-scale projects and development programs, fostering social and economic improvements and addressing inequalities within the community.
<b>Environmental strategy</b>	Ensure the design and delivery of services are environmentally sustainable, reducing natural resource consumption and minimising the Council's carbon footprint.
<b>Policy advisory</b>	Serve as the principal advisor to the Leader, Cabinet members, Chief Executive, and senior officers on high-level matters pertaining to the directorate.
<b>Long-term policy development</b>	Formulate and manage policies to ensure statutory and service obligations are met efficiently and effectively.
<b>Organisational evolution</b>	Strategically plan the directorate's long-term development to support the organisation's success, monitoring operational delivery, and addressing emerging challenges.
<b>Collaboration and partnership</b>	Work closely with senior officers and members to deliver the Council's vision of <i>Making Bromley Even Better</i> , establishing partnerships to drive stakeholder engagement and achieve desired outcomes



<b>Multi-agency coordination</b>	Develop and implement integrated, multi-agency approaches to service delivery, creating innovative solutions and strategic plans for programs and projects.
<b>Service plan fulfilment</b>	Strategically manage the directorate to achieve service plans, ensuring optimal policy and process implementation.
<b>Performance management</b>	Foster a performance management culture within the functional area.
<b>Resource allocation</b>	Plan and monitor significant program/project budgets, allocating resources to achieve long-term Council objectives.
<b>Capability building</b>	Enhance the directorate's capabilities and mentor others within the organisation.
<b>Performance management framework</b>	Anticipate service demands, optimise resource use (finance, staff, accommodation, equipment), and improve efficiency.
<b>Budget management</b>	Oversee complex budgets, including financial controls and strategic investment considerations with long-term impacts.
<b>Commissioning/ procurement</b>	Lead strategic commissioning of large contracts, focusing on strategy development, vendor management, contract negotiation, compliance, performance monitoring, and continuous improvement.
<b>Corporate strategy</b>	Undertake additional duties as required to ensure the effective operation of the directorate.
<b>Contacts and relationships</b>	Focus on fostering productive relationships both internally and externally, ensuring high levels of customer service and engagement.
<b>Management and leadership</b>	Oversee finance, resources, performance management, staff supervision, and service delivery, ensuring alignment with strategic objectives.
<b>Equalities</b>	Implement the Council's equal opportunities policies and statutory responsibilities, ensuring equitable service delivery.

## Knowledge

- Extensive knowledge of the challenges facing Environment and Public Protection, locally and nationally.
- Proven experience in strategic commissioning, vendor management, and contract negotiation, with excellent communication, analytical, and risk management skills
- Strong understanding of financial regulations and strategic business planning.
- Comprehensive knowledge of the regulatory framework for maintaining service standards.

## Experience

- Proven senior management experience in Environment and Public Protection, with a track record of effective service delivery.
- Proven ability to deliver strategic and corporate goals in a complex service area.
- Successful management of change within a large organisation.
- Expertise in building and developing partnerships, establishing trust and credibility.
- Strong communication and negotiation skills with diverse stakeholders.
- Experience in multi-agency and multi-disciplinary environments.
- Skilled in chairing strategic boards and meetings with internal and external stakeholders.
- Commitment to promoting equal opportunities.
- Evidence of successfully managing political interfaces / key stakeholders and external relationships.

## Skills

- Strategic planning expertise to foster joint working and commissioning.
- Accountability for managing significant program/project changes across service areas.
- Proficient in managing large and complex financial budgets.
- Skilled in data analysis and management to support service evaluation and planning.
- Deep understanding of the Council's vision, priorities, and strategies.
- Ability to lead, empower, and motivate teams, and to form effective relationships.
- Understanding of performance management processes in partnership arrangements.
- Excellent communication, negotiation, and influencing skills.

## Other requirements

- Commitment to equality, diversity and inclusion, with a clear understanding of how this applies within the remit of the role.
- Promote and embed the Council's leadership values (REAL – Respect, Empower, Ambition, Learn) in the department.
- A principled commitment to public service, local democracy, and the highest standards of integrity and probity.

# PRINCIPAL TERMS AND CONDITIONS OF EMPLOYMENT

## Salary range

**Circa. £182,346**

The actual starting salary will be dependent on the skills and experience of the successful candidate, plus performance related pay.

## Leave

**Annual leave entitlement is 30 days per year,**  
plus public holidays.

## Working hours

Minimum of **36 hours per week.**

## Contract

Pay increases are linked to performance.

## Relocation assistance

Up to a maximum of £8,000, in approved cases.

## Availability

The person appointed will be expected to be available to attend evening and occasional weekend meetings.

## Special conditions

Under the terms of the Local Government and Housing Act 1989 this is a politically restricted post.

The person appointed will be required to maintain conduct of the highest standard such that public confidence in their integrity is sustained.

They will also need to secure the Council's permission before taking up any additional appointment or position.

The Council operates a no-smoking policy and is an equal opportunities employment policy.

# THE RECRUITMENT PROCESS

- the indicative timetable

## Application

1.

### Opening date

23 September 2024

2.

### Closing date

23 October 2024 at 23:59

## Interviews and stakeholder panels

for longlisted candidates

3.

TBC

## Final interview

- Members' interview of shortlisted candidates

4.

W/C 25 November 2024 or W/C 2 December 2024

# HOW TO APPLY



**To apply for this post, please visit**  
<https://recruitmentbromley.engageats.co.uk>



The closing date for receipt of applications is  
**23 October 2024 at 23:59**

## Queries

Should you have any queries relating to any aspect of this appointment process, require additional information or wish to have an informal discussion please contact:

Ade Adetosoye CBE  
Chief Executive  
Call: 020 8313 4652  
Email: [ade.adetosoye@bromley.gov.uk](mailto:ade.adetosoye@bromley.gov.uk)

## We look forward to receiving your application.

If you are dissatisfied with any aspect of this recruitment process, please write to Charles Obazuaye, Director of Human Resources, Customer Services and Public Affairs, in the first instance or call 020 8313 4381.

As this is a Director level post, decisions relating to the appointment will be made by a panel of Council Members.

Should you decide to make a formal application, you can expect to hear by telephone from Brianne Lindsay, HR Organisational Development Lead, soon after the closing date if you are being called for a preliminary interview.

Those applicants not longlisted for a preliminary interview will be advised by letter. Shortlisted candidates will be interviewed by a panel of members.



For more information, contact:  
Human Resources

**London Borough of Bromley**

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