

## Job Title:

<b>Grade:</b>	<b>Chief Executive</b>	<b>Date:</b>	<b>February 2026</b>
<b>Post No.</b>	<b>E1015668</b>	<b>Evaluation No.</b>	<b>TBC</b>
<b>Directorate:</b>	<b>Chief Executive Office and Corporate Centre</b>		

### Budget and Workforce:

Budget: £500m (Net) General Fund p.a.  
 £400m Capital investment p.a.  
 £114m HRA p.a.  
 £500 m Dedicated Schools Grant p.a.

Workforce: c.5200

### Purpose of this Role

The Chief Executive provides corporate and strategic leadership for the Council, advancing the Mayor’s and Members’ vision and overseeing the delivery of the borough’s key priorities and ambitions.

As Head of Paid Service, the Chief Executive is accountable for ensuring that the Council operates lawfully, efficiently, and fully in line with its statutory obligations. The role upholds the highest standards of probity and transparency, providing high-quality, impartial professional advice to the Mayor, Cabinet, Committees, and all Members to support them in fulfilling their responsibilities.

The Chief Executive provides strategic and relational leadership to the Corporate Leadership Team, fostering strong collaboration, trust, and shared accountability across the organisation. They hold overall responsibility for Newham Council’s corporate governance arrangements, ensuring robust statutory compliance, cultivating a strong ethical culture, and enabling effective, evidence-based decision-making that sustains public trust and delivers positive outcomes for residents.

The Chief Executive cultivates an inclusive, supportive and high-performing leadership culture rooted in the Council’s HEART values—Honesty, Equality, Ambition, Respect and Togetherness. They also champion innovation and collaboration to deliver timely, impactful outcomes for the borough, while inspiring and motivating the workforce to provide outstanding services to residents.

## Key Responsibilities

Key responsibilities below are intended to be a guide to the range and level of work expected of the post holder. This is not an exhaustive list of all tasks that may fall to the post holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.

1	Enhance the Council's regional and national influence by building strategic partnerships that support our priorities on complex social and economic issues. Act as the Council's senior officer representative, advocating for our interests in a way that reflects our values and delivers positive outcomes for residents.
2	Promote authentic equity, diversity and inclusion across Newham Council by shaping its tone and values. Embed inclusive thinking in decisions, leadership behaviours and workplace culture so it drives how people are recruited, developed and supported—reflecting and serving Newham's diverse communities.
3	Build a collaborative, high-performing senior leadership team with clear accountability, strong performance metrics, and a customer-focused approach that consistently meets regulatory standards and strengthens public confidence. Ensure leaders manage performance ethically, people-centric approach, and in a timely, accountable way.
4	Work collaboratively with senior politicians and the mayor to provide high-quality strategic and policy support that helps meet statutory duties, improve outcomes for residents and supports Members' decision-making. Promote respectful and effective collaboration between members and officers to maximise impact for communities.
5	Work with the s151 Officer to create and deliver a financial strategy and governance framework that supports the Council's objectives, ensuring strong financial management, compliance, and value for money across all services.
6	Acting as a relational leader and role model, visibly lead and motivate the Council's workforce, creating an open, collaborative and supportive culture of people management and employee engagement to enhance the contribution of staff and improve the effectiveness and efficiency across the organisation.
7	Maximise opportunities within and beyond the borough by sharing information, resources, assets and ideas to deliver better, more inclusive outcomes for residents, visitors and businesses. Champion sustainable practices and support our businesses, communities, and voluntary and community sector partners so the borough thrives, attracts investment, and grows in a way that is both equitable and environmentally responsible.

8

Ensure that residents and stakeholders are meaningfully involved in shaping the future of their communities and the services they rely on, with clear opportunities to influence the decisions that impact their lives. Engage the public in consultation on major policy issues, valuing their contributions and demonstrating respect and compassion for the diverse needs, voices and perspectives of Newham's communities.

## Statutory Accountabilities

- The role is designated as Head of Paid Service and is a statutory appointment under the provisions of Section 4 of the Local Government Act and Housing Act 1989.
- Fulfil all the statutory responsibilities of the role of Returning Officer for Parliamentary, Council and GLA elections to ensure that all elections are conducted in accordance with the law and to a high standard.
- To fulfil such other statutory responsibilities that may be the responsibility of the Council's Chief Executive from time to time.

## Emergency Planning

Act as the Gold Command for Newham in respect of emergency planning as well as acting as the Gold Command at a London level on a rotational basis

## Areas of Knowledge and Understanding Required from Senior Managers

### Strategy

Effective strategy formulation is crucial for achieving organisational goals and ensuring long-term success. It involves setting clear objectives, analysing internal and external environments, and developing actionable plans to navigate challenges and seize opportunities. A well-defined strategy aligns the organisation's resources and efforts towards a common vision, fostering coherence and direction across all levels. By continuously monitoring and adjusting the strategy in response to changing circumstances, organisations can maintain their competitive edge and drive sustainable growth.

### Service Quality

Service quality is the cornerstone of customer satisfaction and loyalty. It encompasses the consistent delivery of reliable, responsive, and empathetic services that meet or exceed customer expectations. High service quality is achieved through well-trained staff, efficient processes, and a customer-centric culture. By actively seeking feedback and continuously improving service delivery, organisations can build strong relationships with their customers, enhance their reputation, and differentiate themselves in the marketplace.

### Performance

Performance management is essential for maximising organisational efficiency and effectiveness. It involves setting performance standards, monitoring progress, and providing feedback to ensure that employees and teams are meeting their objectives. By

fostering a culture of accountability and continuous improvement, performance management helps identify areas for development and recognise achievements. This process not only enhances individual and team performance but also contributes to the overall success of the organisation.

### **Resource Management**

Resource management is the strategic allocation and utilisation of an organisation's assets, including human, financial, and physical resources. Effective resource management ensures that resources are used efficiently and effectively to achieve organisational goals. This involves planning, monitoring, and controlling resources to avoid waste and maximise value. By optimising resource allocation, organisations can improve productivity, reduce costs, and enhance their ability to respond to changing demands and opportunities.

### **Leadership and Culture**

Leadership and culture are fundamental to shaping an organisation's identity and driving its success. Effective leadership inspires and motivates employees, fosters innovation, and guides the organisation through change. A positive organisational culture, characterised by shared values, trust, and collaboration, enhances employee engagement and performance. By cultivating strong leadership and a supportive culture, organisations can create an environment where employees thrive, and collective goals are achieved.

Leadership and culture are fundamental to shaping an organisation's identity and driving its success. Effective leadership inspires and motivates employees, fosters innovation, and guides the organisation through change. A positive organisational culture, characterised by shared values, trust, and collaboration, enhances employee engagement and performance. By cultivating strong leadership and a supportive culture, organisations can create an environment where employees thrive, and collective goals are achieved. **Accountability** ensures that leaders and employees alike take responsibility for their actions and decisions, fostering a sense of ownership and integrity. Additionally, embracing **Equity, Diversity, and Inclusion (EDI)** promotes a workplace where diverse perspectives are valued, leading to more innovative solutions and a stronger, more cohesive team.

## **Key Statements – Working for Newham Council**

### **People at the Heart of Everything We Do**

You must be committed to putting people – Newham residents and Council staff – at the heart of everything you do. Our approach is a collaborative joint enterprise between residents, the Mayor, Members, Council staff and the Corporate Management Team.

### **Equality and Diversity**

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity policy in the course of their work.

### **Protecting our Staff and Services**

Adherence to health and safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good health and safety practices and manage risks appropriately.

## Corporate Parent

Every member of staff working for Newham Council should understand and fulfil our corporate parenting responsibilities for our looked after children that we have under the Children and Social Work Act 2017.

## H.E.A.R.T Values

All employees should familiarise themselves with and fully embrace our HEART values. These core values and behaviours of Honesty, Equality, Ambition, Respect and Together belong to everyone at the council and we all have a responsibility to practise them and make sure they are visible in everything we do.

## Personal Specification

### IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

Person Specification Requirements	Assessment Method (A/I/T)
<b>Qualification Requirement</b>	
A degree, relevant professional qualification, accredited learning qualification or equivalent experience	Application
<b>Knowledge</b>	
<ul style="list-style-type: none"><li>A detailed knowledge and understanding of the role of local government within the wider public service provision, including the statutory responsibilities</li></ul>	Application / Interview
<ul style="list-style-type: none"><li>A demonstrable understanding of the complex network of partnerships, contractual relationships, third sector and community involvement in providing public sector services</li></ul>	Application / Interview
<ul style="list-style-type: none"><li>A depth of knowledge of the financial framework in which local government operates, the constraints and opportunities which exist and robust commercial awareness</li></ul>	Application / Interview
<ul style="list-style-type: none"><li>A good understanding of the political, social and economic context and challenges in local government in Newham across London and nationally</li></ul>	Application / Interview
<ul style="list-style-type: none"><li>A detailed knowledge and understanding of how to promote equality, diversity and inclusive practice as a service provider and as the Head of Paid Service</li></ul>	Application / Interview
<b>Experience</b>	
<ul style="list-style-type: none"><li>Impressive track record at an Executive level within local government or a comparable sector</li></ul>	Application / Interview
<ul style="list-style-type: none"><li>Experience of managing resources effectively to deliver identifiable outcomes – to include the management of people, finance, land and buildings.</li></ul>	Application/Interview

<ul style="list-style-type: none"> <li>• Experience of developing policies and strategies reflecting political priorities and translating these successfully into achievable programmes of action.</li> <li>• Must have worked closely and effectively with politicians and have good political awareness</li> </ul>	<p>Application/Interview</p> <p>Application / Interview</p>	
<b>Values and Behaviour</b>		
<ul style="list-style-type: none"> <li>• Commitment to public service values and delivering positive outcomes for residents, championing equality, diversity, and inclusion in both service delivery and workforce culture.</li> </ul>	<p>Application / Interview</p>	
<ul style="list-style-type: none"> <li>• A collaborative personal and relational leadership style, that inspires and helps build high performing teams.</li> </ul>	<p>Application / Interview</p>	
<ul style="list-style-type: none"> <li>• Resilience, adaptability, and a proactive approach to problem-solving.</li> </ul>	<p>Application / Interview</p>	
<b>Additional Requirements</b>		
DBS	Yes	<b>Basic</b>
<p>You will be expected to be in the office at least 3 days a week or more if business requires it and work flexibly including attending out of hours' meetings.</p>		
Politically Restricted Post	Yes	