

This is a Shared Management Structure across Lewes District Council (LDC) & Eastbourne Borough Council (EBC)

Body	Body Name	Job Title	FTE	FTE		FTE	£	£	Main purpose of job
			(Minimum contracted)	Salary in £5,000 brackets		Pay Ceiling	Any car allowance	Any other allowance	
Local Government 21UC	Eastbourne Borough Council	Chief Executive	1	£145,000	£150,000	£144,000	Casual Mileage	£350 Expenses	To work in partnership with the Leaders and other elected members of Eastbourne Borough and Lewes District Councils to provide leadership, vision and strategic direction to both Councils. To lead the creation and implementation of the agreed shared management team and to lead, with elected members of both Councils, the further development of joint working arrangements. To exercise the duties and responsibilities of the Head of Paid Service for both Councils in delivering fit for purpose services to appropriate standards and within legislative and regulatory frameworks. To ensure that the strategic aims, objectives and priorities of each Council are met and that residents and businesses across both districts receive excellent services in accordance with the policy, budgetary, statutory, quality and value for money requirements of each Council. To ensure that all the elected members of the Councils have access to and receive appropriate and proper professional advice. To build positive working relationships with Members of the Councils in translating their vision into deliverable strategy, policy and process. To provide leadership and direction to the officers of the Councils, promoting a customer focused and performance driven culture which supports sustainable community strategy, meets changing strategic objectives and responds to the priority needs of the communities it serves. To lead, manage and develop the joint Corporate Management Team and workforce to secure a corporate approach supportive of Council Members and consistent with the Councils' principles, strategic priorities and the Codes of Conduct. To represent the Councils and their Cabinets by leading and managing relationships with external partners and stakeholders and to promote community and regional well-being and cohesion. Working with strategic partners and other institutions to create a commercial environment where the management of cost and customer satisfaction is paramount, to achieve improved outcomes and better public services for local people. To seek and promote cost effective and efficient delivery of services within available procurement models. Headcount 775 employees
Local Government 21UC	Eastbourne Borough Council	Deputy Chief Executive and Director of Regeneration and Planning	1	£115,000	£120,000	£123,000	Casual Mileage	N/A	To lead in the co-ordination and guide the development of strategies, policies and processes across all functions to achieve the Councils' mission and core objectives. To identify opportunities to generate revenue for reinvestment in service provision and to lead, develop, plan and deliver comprehensive customer focused and high quality services to the Councils' and to the community in accordance with community and corporate strategic priorities. To be responsible and accountable for the strategic thinking, development and translation into service requirements for agendas that have a critical impact on 'places' in Eastbourne and Lewes District thereby on the lives of local people and business. To be responsible and accountable for the strategic planning and delivery of high profile services across the community agendas of health; wellbeing; community development and crime reduction that lead to a change in community behaviour. Draw on commercial acumen and entrepreneurial skills, to design and commission how outcomes (for 'place' agendas) get delivered. To lead the strategic contract management of Corporate Landlord and other delivery units and contracts. Management of the strategic asset base across both Councils. To act as advocate and promote Eastbourne Borough and Lewes District Councils actively in national and regional marketing, via funding bids, exploiting networking fora and other interactions with external partners, businesses, Government and other agencies. Driving the Councils' objectives for growth, affordability and diversity in regeneration and planning activities. Work across two LEP's to maximise inward investment and growth. Working with strategic partners and other institutions to create a commercial environment where the management of cost and customer satisfaction is paramount to achieve improved outcomes and better services for local people. To harness the natural strengths of the locality to energise current and new markets, working to bring a range of private sector and other partners together in seeking mutually beneficial outcomes for local services. To set clear and effective parameters for service delivery to meet changing organisational needs. To lead by example and take active responsibility for delegated corporate projects, strategies or initiatives. To lead on relevant strategies and initiatives, including those for regeneration and planning. Management responsibility for Eastbourne Homes Limited. Headcount 72 employees
Local Government 21UC	Eastbourne Borough Council	Director of Service Delivery	1	£85,000	£90,000	£90,000	Casual Mileage	N/A	To lead and develop the capacity and capability to realise the Councils' strategic thinking and success across agendas that have a critical impact on the lives of local people. To organise and deliver a joined up 'Stronger Together' series of customer-centric services in an efficient, cost effective and timely manner, while fostering a strong professional ethos across a range of disciplines including the statutory services. To act as advocate on behalf of the Councils in relevant national and regional negotiations, funding bids and in interactions with external business partners, businesses, key partners, Government and other agencies. To work with strategic partners and other institutions to create a commercial environment where the management of cost and customer satisfaction is paramount to achieve improved outcomes and better public services for local people. Act as Emergency Co-ordinator with responsibility for the Councils' response to major incidents affecting the Councils. Headcount 505 employees
Local Government 21UC	Eastbourne Borough Council	Director of Tourism & Enterprise	1	£95,000	£100,000	£100,000	Casual Mileage	N/A	To be responsible and accountable for the strategic planning and delivery of high profile, customer focused services to residents including tourism development, event management, arts, museums, heritage services and theatres. To act as the client in significant investment and regeneration projects including providing executive leadership in preparation for Devonshire Park's new future. To act as advocate and promote Eastbourne Borough and Lewes District Councils actively in national and regional marketing, via funding bids, exploiting networking fora and other interactions with external partners, businesses, Government and other agencies. Driving the Councils' objectives for growth, affordability and diversity in tourism, leisure and culture activities. To harness the natural strengths of the localities to energise current and new markets, working to bring a range of private sector and other partners together in seeking mutually beneficial outcomes for local services. To set clear and effective parameters for service delivery to meet changing organisational needs. To lead by example and take active responsibility for delegated corporate projects, strategies or initiatives. To drive the Councils' objectives for growth, affordability and diversity in tourism activity, theatres and events. To lead on working with strategic partners and other initiatives to create a commercial environment where the management of cost and customer satisfaction is paramount to achieve improved outcomes and better public services for local people. Headcount 115 employees

Local Government 21UC	Eastbourne Borough Council	Assistant Director for Corporate Governance	1	£80,000	£85,000	£79,000	Casual Mileage	N/A	To lead and be responsible for devolution, and political and employment governance arrangements related to the Councils' Joint Transformation Programme. Oversight of the Councils Democratic Services. Overview and scrutiny at Eastbourne Borough Council.
Local Government 21UF	Lewes District Council	Assistant Director of Legal & Democratic Services**	1	£90,000	£95,000	£90,000	Casual Mileage	N/A	To be responsible for providing legal and democratic services to the Councils, their Cabinets, Committees, Members and officers; to work in partnership with the Leaders and other elected members of Eastbourne Borough and Lewes District Councils to provide leadership, vision and strategic direction to both Councils. To be a member of the Councils' Joint Corporate Management Team to lead, with elected members of both councils, the further development of the joint working arrangements. To be the Councils' Principal Legal Advisor, responsible for legal and procedural advice, including advice on constitutional issues. Ensure provision of high quality and professional legal advice and services to the councils, cabinets, committees, officers and departments of the councils, with a focus on driving a service culture meeting customer needs. Ensure appropriate resources are available to meet demand, including counsel. Ensure provision of high quality and comprehensive democratic services within the councils including committee administration and Member services, with a focus on driving a service culture and meeting customer needs. To lead, oversee, co-ordinate and direct the activities of the Legal & Democratic Services in ensuring effective advice and support to the Councils, the Cabinets, its Committees, Chief Officers, as well as elected members in their frontline role. To deputise for the Deputy Chief Executive as and when required. Headcount 33 employees
Local Government 21UC	Eastbourne Borough Council	Assistant Director of Human Resources & Transformation	1	£90,000	£95,000	£90,000	Casual Mileage	N/A	To be responsible for the development and implementation of organisational development/human resource strategies providing leadership and vision, anticipating business needs and challenge. Accountability for the overall provision of high quality, consistent employee lifecycle advice and support through a team(s) that maximises productivity, confidence and effectiveness. Lead and be accountable for the development and delivery of cultural change plans and interventions. Contribute to overall council strategy and policy making by advising all relevant stakeholders on the human resource implications of their decisions. Represent shared service councils in appropriate corporate projects developing constructive partnerships with internal teams and external agencies, acting as a shared service champion. To lead and oversee the activities of the Human Resources Shared Service, ensuring effective advice and support to the organisations it supports. To lead, develop and be accountable for the Councils' internal and corporate communications alongside the contract management of the Councils' external communications. To lead, develop, manage and review the councils' transformation agenda, drawing on commercial acumen and entrepreneurial thinking for new services, systems, models and partnerships. Senior accountability for business transformation across both councils. Headcount 50 employees
Local Government 21UC	Eastbourne Borough Council	Chief Finance Officer	1	£90,000	£95,000	£90,000	Casual Mileage	N/A	To be the responsible Financial Officer for the councils in accordance with Section 151 of the Local Government Act 1972. To take responsibility for the proper administration of the councils' financial affairs and corporate strategic priority for finance, providing leadership and customer focus in the design, development and delivery of: o Medium term financial strategy and coordination of financial planning o Management and audit systems within the councils As a member of the Corporate Management Team provide corporate leadership to the councils, helping to deliver the overall aims and plans and ensure that we adapt to an ever changing environment putting residents at the centre of everything we do while ensuring that services reflect a commercial focus and best value. Responsible for the overall management of all relevant financial services, including internal audit with specific responsibility for anti-money laundering. Headcount 49 Employees

This is a Joint (EBC and LDC) Corporate Management Team (CMT)