

Head of Governance (Monitoring Officer)

About the role

This role will shape and lead the Authority's governance framework, ensuring compliance with statutory obligations while driving innovation and organisational improvement. As a key member of the senior leadership team, you will provide expert legal advice, foster strong partnerships, and champion a culture of integrity and transparency. Your leadership will be instrumental in delivering effective democratic services, safeguarding data protection, and supporting strategic initiatives that create lasting benefits for Greater Lincolnshire.

The role will cover a portfolio of responsibilities, including:

- Governance of the GLCCA
- Management of democratic services (currently delivered through an SLA)
- Data protection
- Freedom of information
- Project management and assurance
- Elections (in partnership with unitary and district councils)

Your leadership will be instrumental in:

- ensuring strong governance and performance for the GLCCA
- the development and delivery of our operating model, with a focus on on-going organisational improvement
- the development and oversight of propositions for Greater Lincolnshire
- establishing the vision and strategic direction of the GLCCA
- developing partnerships and strategic relationships to further the opportunities for Greater Lincolnshire

About the Candidate

This role demands a forward-thinking, highly skilled governance professional who is a qualified solicitor, barrister, or CILEX Lawyer (with Practising Rights), with significant post-qualification experience in public sector law and administration. You must be able to demonstrate political acumen, exceptional communication skills across complicated partnerships, and be able to operate confidently at a senior level.

As Head of Governance (Monitoring Officer), you will have:

- An in-depth knowledge of governance and local government legal services
- High level communication skills, be politically astute, and be able to form positive relationships at all levels
- Proven ability to approach technical issues with a broad view, and develop innovative solutions to enable objectives to be met
- A proven track-record of working across a broad cross-section of areas of administration, strong commercial awareness, and the ability to build a high-performing culture.
- Experience as serving as a statutory monitoring officer or deputy monitoring officer
- Experience of litigation and local government law
- A successful track record of managing teams from different disciplines and aligning resources to achieve the required outcomes
- A proven ability to manage budgets and provide detailed advice on investment proposals and detailed business cases
- A degree, or equivalent experience, and be a qualified solicitor, barrister or chartered legal executive.

Duties

We are looking for proven experience as a senior strategic leader in a complex political and stakeholder environment, with core duties including:

1. To act as the Authority's Monitoring Officer as set out in the Local Government and Housing Act 1989 to ensure that the Authority meets its statutory obligations, maintains a robust governance culture and demonstrates the highest standards of probity and good conduct at all times.
2. To work with the Chief Executive, Corporate Management Team and the Members to deliver highly effective and efficient services to customers (internal and external).
3. To work with the Mayor, Members and the corporate leadership team to deliver highly effective and efficient services

4. To inspire and promote a robust governance culture within the organisation that embraces innovative practice to maximise reach and impact
5. To make an active and positive contribution to the Authority's strategies, plans and corporate policies ensuring that decisions are implemented lawfully and effectively and that service needs are met.
6. To act as the Council's Data Protection Officer.
7. To act as the GLCCA's principle legal advisor, providing high quality advice to both the Mayor and Members of the GLCCA
8. To operate sensitively in a political environment, developing relationships, gaining respect, trust and confidence.
9. To lead and support initiatives or projects to facilitate the delivery of strategic plans and drive positive economic outcomes for Greater Lincolnshire communities
10. To Work in collaborative partnerships at a strategic level that supports and improves the social, economic and environmental interests of local communities
11. Operating within, and managing, an area of significant risk and opportunity, exercising considerable judgement and leadership
12. To proactively collaborate, promote, develop and maintain effective working relationships across a range of networks, including the constituent and non-constituent members, associate membership and wider advisory boards.

The role is politically restricted under the Local Government and Housing Act 1989 (as amended) and will be based full-time in Greater Lincolnshire, with a requirement to travel.