



Nottingham  
City Council

NOTTINGHAM CITY COUNCIL

FEBRUARY 2026

# ASSISTANT DIRECTOR OF LEGAL AND GOVERNANCE



## HELLO!

We are delighted to be recruiting for the position of Assistant Director of Legal and Governance at Nottingham City Council. To support the Strategic Director of Legal and Governance in providing high-quality, comprehensive, and proactive legal and governance services to Nottingham City Council, its elected members, and officers. The post holder will be appointed by the Strategic Director as Deputy Monitoring Officer for the Council. The post holder will play a key role in ensuring the Council operates lawfully, ethically, and transparently, managing significant legal risks, and promoting good governance across all its functions. The role will involve deputising for the Strategic Director as required and leading on specific areas of legal practice and governance initiatives. The post holder will support the Strategic Director in developing and leading a high performing division.

We invite you to explore the following pages, which provide more insight into Nottingham, our organisation, and the exciting opportunities ahead. Thank you for your interest, and we wish you the very best of luck with your application.



# AGENDA OVERVIEW

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# ABOUT US

Nottingham City Council is responsible for delivering a broad range of public services to the residents of Nottingham. It plays a crucial role in shaping the city's infrastructure, economic development, and social services. The Council is dedicated to sustainability, economic regeneration, and enhancing the quality of life for its citizens. Through innovative policies and active community engagement, Nottingham City Council strives to make the city a vibrant, inclusive, and progressive place to live and work.



# OUR VISION AND MISSION

## OUR MISSION

Our mission is to create a healthier, more prosperous, and greener future for the city where everyone can thrive. This includes building a fair city with equal opportunities, supporting vulnerable citizens, improving housing, and ensuring communities are safe, clean, and connected. A key goal is for Nottingham to be the first carbon-neutral city in the UK by 2028.

## OUR VISION

Nottingham City Council's vision is to create a city that is safe, clean, ambitious, and inclusive, where everyone can thrive.

See [here](#) for our Improvement Plan and the Strategic Council Plan [here](#).



# IMPROVEMENT PLAN

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Nottingham City Council's Improvement Plan has focused on financial stability and improved governance under the oversight of government Commissioners, with a new Council Improvement Plan (CIP) that supersedes previous plans.

Key areas of focus include strengthening finance and audit functions, modernising IT infrastructure, improving risk management, and embedding continuous improvement to become a more financially sustainable and well-run organisation

# STRATEGIC COUNCIL PLAN



Nottingham City Council's Strategic Council Plan 2025-2029 focuses on three core areas: a "Renewed Council", "Delivering for Local People" and "Leading Nottingham Forward". The plan includes commitments to financial stewardship, innovation, and a "One Council" approach, alongside priorities to improve communities by providing safe housing, ensuring healthy residents, and enhancing education and skills. The plan also works in conjunction with the [Economic Growth Plan](#) and [Digital Strategy](#), which focus on economic development, technology, and inclusive growth.



# STRATEGIC HRBP EXPECTATIONS

As a Assistant Director of Legal and Governance, you will To work effectively in collaboration with the Strategic Director for Legal and Governance, the Finance and Resources Directorate Leadership Team, Councillors, colleagues and partners to support the creation of the right conditions for high performing services, and corporate ambitions for Nottingham to be a world-class city.

## The Assistant Director of Legal and Governance will:

- **Shape and lead the Legal and Governance Division**, ensuring robust governance, compliance, risk management, and alignment with the Council's priorities, including support for the Recovery and Improvement Plan.
- **Deliver visible, values-led leadership**, fostering a high-performing, inclusive workforce, developing talent, and ensuring the Division has the capability to meet current and future challenges.
- **Provide clear, pragmatic legal advice** to elected members and senior officers, build strong relationships, support democratic processes, and deputise for the Strategic Director as required.

# OUR BEHAVIOURS



## LEAD

- Be an approachable, consistent leader who builds confidence in others.
- Plan for the future by developing people and creating space to grow.
- Make informed, evidence-based decisions and empower others to take ownership.

Foster a culture of high performance, learning, and accountability.

## BE INCLUSIVE

- Remove barriers, challenge exclusion, and act on what you see.
- Design services around real needs, using data and lived experience to improve access and impact.
- Use workforce insights to spot patterns, address barriers, and build accountability for diversity.
- Embed flexibility, progression, and support to tackle structural inequalities.
- Lead a culture that listens, adapts, and values every individual.

## CHANGE & INNOVATE

- Challenge old ways of working and champion innovation through safe experimentation.
- Align people, budgets, and milestones to deliver projects that offer best value.
- Lead with calm adaptability — focus teams on what matters most as priorities evolve.

Foster continuous improvement by rewarding ideas, removing barriers, and celebrating success.

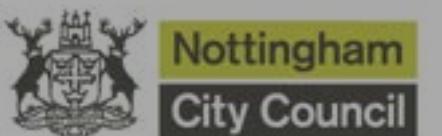
## COLLABORATE

- Connect people, share tools, and remove barriers that block joined-up working.
- Build strong relationships across sectors to unlock shared resources and collective impact.
- Align service needs with strategic goals so everyone can do their best work.
- Challenge constructively to overcome barriers and keep collaboration focused on results.



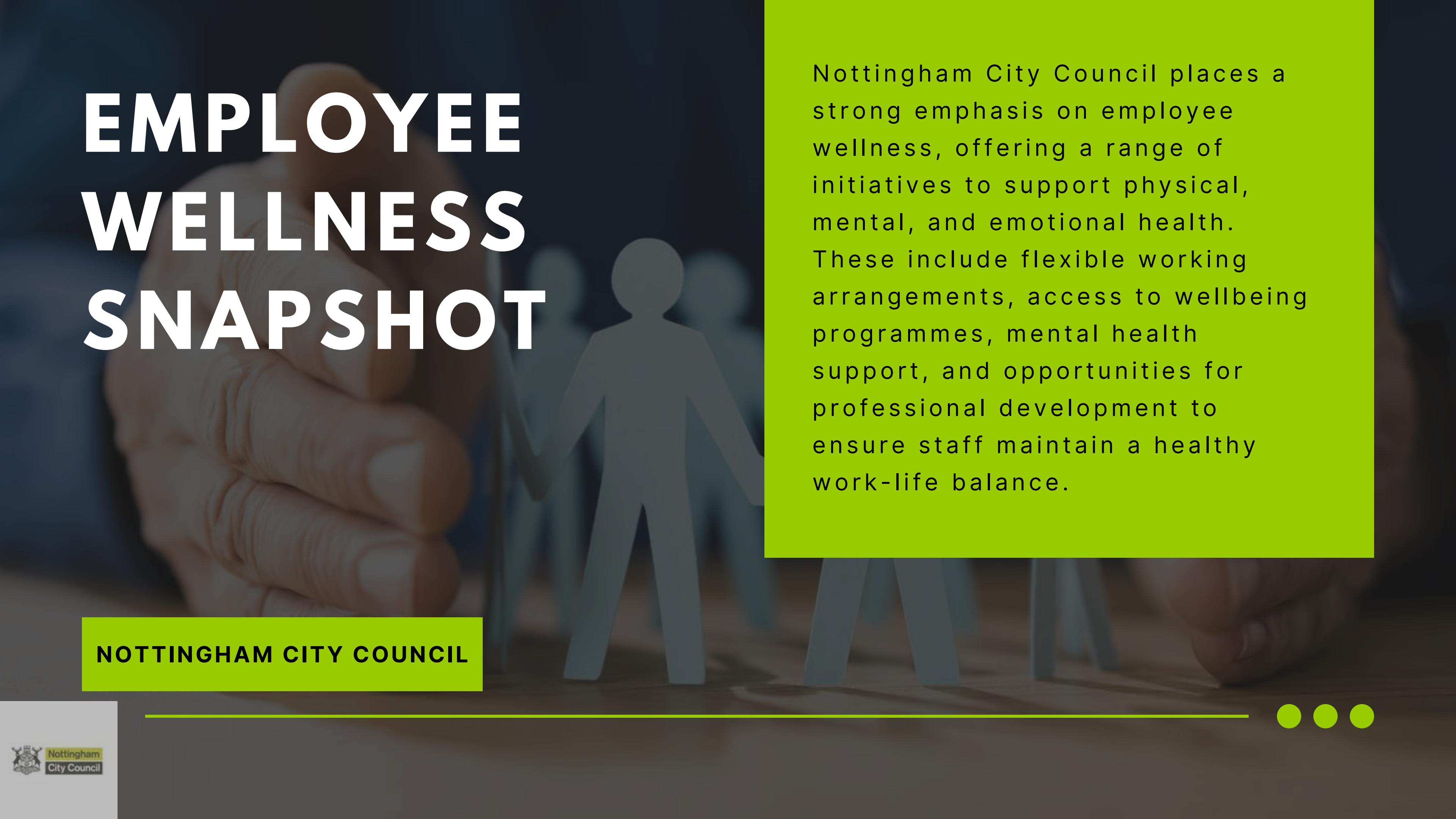
# BENEFITS AND PERKS

Your journey with us is not just about work, it's about thriving both personally and professionally. Welcome to a workplace that cares about you. You can read more about the different benefits offered to colleagues working for Nottingham City Council [here](#).



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# EMPLOYEE WELLNESS SNAPSHOT



Nottingham City Council places a strong emphasis on employee wellness, offering a range of initiatives to support physical, mental, and emotional health. These include flexible working arrangements, access to wellbeing programmes, mental health support, and opportunities for professional development to ensure staff maintain a healthy work-life balance.

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# ANY QUESTIONS?

We want to address any remaining questions you may have. This is your chance to seek clarification on any aspect of the Assistant Director of Legal and Governance role, company culture, or about Nottingham City Council as an employer. Your questions are valuable, and we're here to ensure you feel confident and well-informed. Let's make sure you're ready for the exciting journey ahead.

Email Lucy Wesson, Senior Recruitment Business Partner at  
[lucy.wesson@nottinghamcity.gov.uk](mailto:lucy.wesson@nottinghamcity.gov.uk)



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# THANK YOU

GOOD LUCK!