

Job Description

Job Title	Head of Regeneration North
Directorate	City Development
Service Area	Regeneration
Grade	14
Competency Level	3
Salary	£80,712 - £84,842
Job Type	Office Based/Hybrid
Location	Cunard Building, Liverpool
Disclosure and barring service (DBS)	Not required
Job Evaluation Ref No	A8928

Job Purpose

As the Head of Regeneration North, you will lead a team of professionals to implement urban regeneration projects that will have a significant impact on the social, economic and environmental well-being of the northern part of the city, aligned to the strategic priorities of the Strategic Futures Panel.

You will oversee the implementation and management of regeneration and development projects critical to the growth and well-being of the community, using best practice project management methodology.

You will work closely with various stakeholders to drive projects that enhance the quality of life for residents and promote economic prosperity, creating inclusive, vibrant, sustainable and thriving communities.

Directly Responsible For:

A team of Regeneration project professionals, currently 3-4 in number (likely to increase).

Directly Responsible To:

Director of Regeneration

Main Areas of Responsibility:

- Regeneration/Development Strategy
 - Implement regeneration and built environment strategies aligned to Council priorities and community needs
 - Collaborate with key stakeholders, including relevant Council departments, community organisations and private sector partners, to ensure a coordinated approach to regeneration/development
 - Contribute to the development of policies and projects that promote sustainable and inclusive regeneration, that advocate for social, physical and economic inclusion
 - Advocate for regeneration projects that align with the Council's strategic vision
- Project Planning and Management
 - Lead the planning, execution and monitoring of regeneration and development projects, whether directly or indirectly delivered, using bespoke delivery teams, incorporating both internal and external professional and project leads

- Manage project budgets, timelines and resources to ensure efficient and effective project delivery
- Lead on the commissioning of a wider range of services/contractors to ensure programme outcomes are achieved. This might also include full accountability for procurement of wide and high value supplies and other physical resources for the projects/programmes that they lead on.
- Ensure compliance with all relevant regulations, consents and legal requirements.
- Takes personal accountability for dealing with and resolving some serious problems that might impact on policies, strategies and resources, whilst ensuring appropriate escalation for e.g. politically and reputationally sensitive issues.
- Stakeholder Engagement
 - Cultivate strong relationships with local communities, government agencies, businesses and community organisations.
 - Organise public consultations and meetings to gather input, address concerns and maintain transparent communication.
 - Negotiate on highly complex and contentious issues with many different stakeholders all with their own competing demands and agendas
 - Promote inclusive growth, socially, physically and economically across all development and regeneration projects
- Team Leadership
 - Recruit, mentor and manage a high-performing team of regeneration, development, planning, property and built environment professionals
 - Foster a collaborative and innovative work environment within the directorate
 - Provide guidance, support and professional development opportunities for team members
 - Promote and support implementation of the Council's Equality Policy in all aspects of employment and service delivery

- Financial Management
 - Be responsible for financial management of £5m+ budgets and/or income targets
 - Prepare and manage project budgets and provide monthly reporting
 - Ensure efficient resource allocation and cost-effectiveness in development projects
- Risk Management
 - Identify and mitigate potential risks associated with regeneration and development projects
 - Manage a risk register relevant to the programmes and projects within remit
 - Develop and implement risk management strategies to ensure project success
- Environmental Sustainability
 - Integrate sustainability principles into regeneration and development projects to minimise environmental impact and promote accelerated delivery towards NetZero
 - Promote green and energy-efficient urban development practices

Supervision and Management Responsibility:

- Effectively manage a high workload with many competing demands from a range of stakeholders which involves prioritising frequent and challenging unpredictable deadlines
- Ensure activities are planned to include meaningful one to one conversations, quality annual appraisals and regular workforce planning and development.
- Manage performance and behavioural issues effectively
- Commitment to managing people effectively and in line with the Council's People Plan

- Completion of the relevant leadership development programme

Budget and Financial Responsibility:

- Management of their own functional cost centre budget
- Will have full responsibility and accountability for the management of significant programme budgets which would include monitoring and setting the programme budgets, long term financial planning and justifying financial decisions to senior management
- Will have responsibility for the procurement of a wide and high value range of resources for major projects and also commissioning third party contractors or similar to undertake agreed work
- Will be fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact.
- To monitor financial performance for projects to ensure delivery within budget, seeking savings and efficiencies and exploring opportunities to leverage funding where appropriate
- Set, monitor, and remain within budget whilst challenging the team to deliver increased efficiencies.
- Explores different options for funding and income generation.

Social Value Responsibility:

- Drive social value through all activities, ensuring wider social, physical, economic and environmental benefits for the council, residents, businesses and communities.

Physical Demands of the Job:

Site visits and out of office meetings will be required from time to time.

Corporate Responsibility:

- Contribute to the delivery of the Council Plan.
- Business continuity, emergency planning and risk management, ensuring health and safety and duty of care responsibilities are met
- Participation in the tactical / out of hours rota (Silver level)
- Delivering and promoting excellent customer service, externally and internally.
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement.
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance.
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken.
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan.

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level - 3

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Degree or equivalent in Urban Planning, Architecture, Real Estate, or a related field. (A/I)
- Postgraduate degree and/or training related to Urban Planning, Architecture Urban Design, Built Environment, Regeneration or Property, or equivalent experience (A/I)
- Evidence of continuing professional development (A/I)

Desirable

- Professional Accreditation, e.g. RIBA, MRTPI, RICS

Experience

Essential

- Extensive relevant professional experience in lead roles in urban development, including a successful track record of managing complex, high value projects and/or programmes with multiple or diverse stakeholders. (A/I/P)
- Strong experience of leading work through formal approval board / committee processes (A/I)

- Extensive experience of creating holistic, place-based solutions, balancing high quality design, commercial principles and inclusive impact (A/I/P)
- Strong leadership and project management skills (A/I)

Desirable

- Clear specialism in an area of relevance for the team e.g. commercial partnerships, capital delivery, project business case development, project delivery, placemaking.
- Thorough knowledge of regulatory requirements and compliance in urban development within a local authority context
- Proven experience in engaging with diverse stakeholders and building partnerships

Skills/Abilities

Essential

- Team player with excellent collaboration and relationship management skills (A/I)
- Able to act as intelligent client to consultants and partners (A/I)
- Robust financial acumen for budget management (A)
- Strong report writing skills, taking lead role in preparing full range of team reports (A)
- Ability to critically review legal documentation and to provide instructions to legal colleagues (A)
- Excellent interpersonal and communication skills (A/I)
- Strong problem-solving and decision-making making skills (A)
- Strong negotiation and conflict resolution skills (A/I)
- Ability to maintain numerous workstreams and delegate effectively (A/I)

Desirable

- Ability to lead stakeholder groups, project and place level partnerships across organisations.
- Good understanding of the political and social sensitivities of projects
- Strong ability in financial modelling and development appraisal techniques

Commitment

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council