Job Description

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| **Job Title** | Regeneration Senior Project Manager |
| **Grade** | PO10 |
| **Reporting To** | Head of Regeneration Delivery |
| **JD Ref** | CSTRAT0050P |

Purpose

Lead on the design and delivery of key regeneration projects and programmes in order to deliver the Council’s ambitious place-making agenda to create well-designed, sustainable, thriving communities.

Main Duties and Responsibilities

**Behavioural:**

* Enjoy, achieve, create impact, and thrive in the role and organisation.
* Live our values in the role and organisation.

**Finance:**

* Responsible for controlling budgets, including contract management of procured services.
* Secure, commission and co-ordinate substantial sources of revenue and capital monies (both Council resources, grant/loan mechanisms and external funding) to deliver large-scale regeneration projects.
* Take a commercial approach to realising appropriate funding opportunities and finance mechanisms to support the implementation of Wirral regeneration strategies (including business cases/applications for internal/external capital and revenue funding) and strategic appraisal and management of regeneration projects for which the Council is the Accountable Body.
* Responsibility for the design of programmes and delivery mechanisms – i.e. how projects are structured, procured, and paid for, ensure compliance with relevant procedures and how the projects/programmes manage risk.
* Implement and monitor external contracts as required to ensure that they reflect value for money, deliver agreed outcomes and comply with Council policies and processes.

**Strategic:**

* Manage strategic relationships at several levels, internally within the organisation, with regional partnerships such as the Homes England, Liverpool City Region Combined Authority and with central government.
* Provide specific strategic and regeneration project planning support to the delivery of Regeneration strategies and to support Wirral’s role in driving regeneration, investment, and economic growth.
* Contribute towards the strategic regeneration and economic development of the Liverpool City Region and provide a lead role for Wirral in developing new frameworks and regeneration planning work.
* Ensure that key Liverpool City Region regeneration strategies and plans are informed by relevant research and analysis on Wirral’s communities and economy and that they reflect Wirral’s priorities.
* Identify opportunities to develop local regeneration, community and economic initiatives and joint working opportunities with and between community and voluntary organisations, businesses, investors, and developers.
* Contribute towards the development of strategies, programmes, and projects in order to promote Wirral regionally, nationally, and internationally and deliver well-designed, thriving, sustainable places.
* Lead the operation of governance groups in line with regeneration project and programme management methodology, ensuring good governance at all times.
* Ensure that project and programme delivery mechanisms reflect best practice and support the implementation of the regeneration strategies as required.

**People:**

* Represent the Council at meetings with external stakeholders, partners, and organisations; raising awareness of Wirral’s regeneration needs and priorities to encourage public and private sector investment in the Borough.
* Establish and develop productive relationships with significant internal and external stakeholders which support the outcomes of Wirral’s regeneration strategies and activities.
* Respond to consultations and requests for regeneration information to ensure that the Council’s regeneration priorities and progress are clearly communicated and understood (both internally and externally).
* Negotiate and operate closely with key external partners to identify, develop, and deliver opportunities for regeneration.
* Significant interaction with regional/national partners – i.e. Liverpool City Region Combined Authority, Homes England, Government departments and relevant Networks & Associations.

**Resources:**

* Oversee a number a functions relating to resources for regeneration projects, including matrix management of colleagues across the Council, in partner organisations, private business, community and voluntary groups.
* Fundamentally involved with the delivery of grant/loan financed projects and the strategic management of any resources coming to Wirral from external funding.
* Undertake horizon scanning to identify and interpret changes to the policy landscape and use this information to inform the Councils own regeneration plans.

**Planning & Organising:**

* Plan, organise and prioritise own work within the context of the regeneration work programme.
* Able to work within a matrix management environment, working on multiple projects/programmes with different Lead Managers.
* Meet deadlines for report cycles and project/programme reporting.

**Decision Making:**

* Expected to work at a senior level and to make decisions, use initiative and resolve strategic and technical problems relating to the delivery of regeneration projects and programmes.
* Guided by the Regeneration Teamwork programme but expected to be focussed on enabling project and programme delivery.
* Responsibility for liaison with relevant legal advisers to ensure the design of projects and programmes and delivery mechanisms are developed in compliance with the appropriate legal procedures and regulations.

**Compliance:**

* Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
* Ensure that all service initiatives adhere to relevant legislation, policies, and practices.

**Other:**

* Develop, design, deliver and commission a range of regeneration projects and programmes, from initial feasibility to full delivery, ensuring co-operation and coherence of approach within the Council and with public and private sector partners and stakeholders.
* Proactively identify new opportunities for collaborative working, project ideas and funding opportunities which ensure the regeneration programme responds to economic, social, and political changes.
* Prepare and lead the implementation of nominated projects and programmes within the Council’s regeneration strategies, ensuring good governance and risk management.
* Build on existing regeneration research, analysis and strategy and use this information to inform master planning, project and programme design and provide clear reports and recommendations to elected members and senior management.
* Establish and develop productive working relationships with strategically important funders, businesses and partners working to deliver Wirral’s regeneration ambitions.
* Maximise funding opportunities and finance mechanisms to support the implementation of the Council’s regeneration agenda, including development and/or appraisal of business cases/applications for capital and revenue funding/finance.
* Ensure regeneration projects and programmes are designed, developed, implemented, and monitored in line with the Regeneration Team’s project management tools and processes to ensure that they reflect value for money, deliver agreed outcomes and comply with relevant financial and legal frameworks, policies, and processes.

Role Specific Knowledge, Experience and Skills

**Qualifications**

* Minimum Level 3 Qualification (A Level equivalent).
* *Desirable –* 
  + Degree in a related discipline.
  + Evidence of relevant professional development.

**Knowledge & Skills**

* Demonstrable understanding of the scope of regeneration, specifically the role of the Local Authority in enabling regeneration.
* Good understanding of the factors which impact on the development and delivery of projects and programmes.
* Demonstrable skills in working strategically across departments and teams, within the Council and externally, to deliver key outcomes and priorities akin to those within the service.
* Knowledge and skills of operating within budget, policy, and strategy frameworks.
* Demonstrable knowledge of the Government’s policy for regeneration.
* Ability to influence and communicate effectively via various channels, across all levels.
* *Desirable –* 
  + Demonstrable skills in development of business cases for funding.
  + Demonstrable skills in new project development, working with private/public sector partners.
  + Ability to use evidence to highlight opportunities/ threats/ weaknesses and strengths in project or programme delivery and present in practical proposals.

**Experience**

* Demonstrable experience of delivering significant project or programme related outcomes.
* Demonstrable experience of managing complex projects in liaison with public and private sector partners.
* Experience of leading a project or programme which requires matrix management i.e. leading a project team of people you do not manage.
* *Desirable –* 
  + Demonstrable experience of working with private sector and public sector partners on the design, development, and delivery of key regeneration activity.
  + Experience of a wide range of regeneration agendas e.g. place making, capital projects, housing, employment & skills.

Additional Information

Work hybrid, with a flexible working approach to accommodate service needs.

On occasion, able to work outside traditional hours, of a weekend and evening as required, adopting a flexible working approach in response to business requirements.

Health & Safety Considerations:

Lone Working

Work with VDUs (Video Display Unit) (>5hrs per week)

Approved By: Marcus Shaw (AD – Property and Investment)

Date Of Approval: May 2024