

Job specification



Job title: Enhanced Service Manager - Regeneration and Infrastructure Development

Service: Growth and Housing

Grade: G16

Reporting to: Assistant Director Growth and Housing

Your job

You will lead the Regeneration and Infrastructure Service responsible for delivering the council's ambitions for growth, regeneration and sustainable and inclusive recovery across Wigan Borough as part of Deal 2030. Working to the Assistant Director - Growth & Housing you will ensure that the Housing and Major Projects teams are working effectively with partners to facilitate and deliver growth and regeneration. You will also work with colleagues across the Directorate, the Council, Greater Manchester and at partner organisations to accelerate the delivery of sustainable development that meets these growth and wellbeing objectives.

The Council's Housing Service currently has a direct affordable homes programme that delivers both general needs and exemplar supported housing schemes. It is also delivering estate regeneration schemes and is working with partners in the private sector to bring forward a number of strategic housing sites with complex environmental, infrastructure and landownership issues as well as a number of strategic town centre sites. In addition, the service leads the asset management strategy for the Council's 22,000 owned and delivers the planned works programme.

The Major Projects Service delivers new infrastructure, including two primary new road links, one of which has recently been completed. Funding for further improved infrastructure links, including a strategic programme of walking and cycling links across the Borough is currently being implemented. The Council is also embarking on a programme of improvements to stations and potentially new station provision, subject to the satisfactory conclusion of the business case.

The team continue to identify opportunities to support housing growth through other innovative partnerships and delivery vehicles. Equally important is the ability to identify funding opportunities and to bid and secure external funding. This role will proactively identify opportunities for growth through engagement with strategic partners, landowners, developers and investors.

This post will play a critical role in taking advantage of opportunities through applying technology and staff development to improve the effectiveness of the service.

As a leader of the Council's Growth and Regeneration agenda you will embody the Be Wigan behaviours to ensure the highest quality of regeneration and infrastructure delivery practice is achieved across the service, in line with statutory regulations. You will operate in an environment of transformational change and innovation, be able to manage change in a time of financial constraints and provide clear and effective leadership to enable management to deliver their objectives.

Mandatory statement

The Council is committed to complying with the European General Data Protection Regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data

protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection Regulations.

In this job you will

In the next 12 months:

- Lead and develop the programme of regeneration, housing and infrastructure programme, feeding into the wider directorate programme, to meet the needs of residents and businesses and to facilitate delivery of Deal 2030 and its aspirations for growth and regeneration of the Borough.
- Support the Directorate Management Team in its co-ordination of the Council's approach to Borough-wide regeneration by leading the development of a programme on investment in the Council's own housing stock, new build housing provision, estate regeneration, strategic housing delivery, housing led regeneration programmes and delivery of key multi-modal infrastructure projects that will deliver vibrant Town Centres, connected and accessible communities by a choice of transport modes, contributing to health and well-being through reducing congestion and pollution.
- Lead the management, development, continuous improvement and innovation of the Regeneration and Infrastructure Service through a focus on excellent practice and outcomes and robust financial management to embed a high-performance culture across well integrated teams, maximising efficiencies that deliver sustainable service improvements and robust financial management.
- Develop new projects, programmes and working practices which attract external funding, to delivery the Borough's growth and regeneration objectives.
- Imbed a culture where managers are responsible for the delivery and coordination of large, complex, and strategic projects through the application of robust risk and project management methodologies.
- Be responsible for the efficient and effective delivery of regeneration and major projects to include:
 - Providing advice and guidance at a Senior Level to stakeholders to ensure that the major projects are delivered successfully.
 - Identifying and articulating the strategic case for intervention and investment, clear objectives and outcomes.
 - Overseeing robust project governance and reporting arrangements including financial management plans, project and programme management risk assessments and a clear route for exit and handover.
 - Delivering major housing led growth, regeneration and infrastructure projects through to handover of the asset.
 - Responsibility for a forward plan / pipeline of housing led and mixed use regeneration and transport infrastructures schemes and to lead on finding and submitting funding bid opportunities.
 - Oversee procurement and the management of contracts in line with the requirement of the Public Contract Regulations 2015 and the Council's Standing Orders

- Work with the private sector to both collaborate on bringing forward schemes and interfaces between private and public investment where this will deliver regeneration, infrastructure and connectivity that facilitates housing and employment development opportunities.
- Work collaboratively across the Council, establishing strong relationships with key services to contribute to the strategic delivery of agreed outcomes, targets and objectives as agreed by elected members.
- Work positively with Elected Members, supporting and deputising for the Assistant Director, including ensuring the Service responds in a timely manner to Councillor Inquiries.
- Develop robust strategic alliances and effective working arrangements with key external partners and agencies including within Greater Manchester and the Combined Authority to deliver regeneration and infrastructure multi modal that support sustainable regeneration and improve the sustainable economic prospects and well-being of the borough's residents.
- Provide leadership to the workforce of the service and ensure its effective continuous transformation, performance and service delivery whilst ensuring that services and functions are delivered within budget, obtaining value for money and maximisation of external funding.

On an ongoing basis you will:

- Maintain a comprehensive knowledge of local, regional and national regeneration matters that impact on the delivery of growth and regeneration and anticipate the changes influencing the Service and lead on the implementation of these were necessary.
- Ensure integration between the different thematic functions of housing, regeneration and transport across the Place Directorate so that the service contributes to the effective delivery of projects and outcomes particularly excellence in sustainable transport connectivity and regenerated places.
- Set and be responsible for clear performance management and service standards to deliver better outcomes through personal accountability, disciplined execution, an embedded managed risk approach and timely decision making.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules.

In this job you will need

You must be able to demonstrate the following essential requirements:-

- Educated to Degree level ideally in a built environment or project management related discipline, with significant post qualification experience and a Chartered Member of an appropriate professional discipline.
- Effective leadership and line management experience to deliver the council's priorities and outcomes for sustainable growth and regeneration with improved transport connectivity.
- A strategic thinker able to position the service to ensure that it is contributing to the objectives of Deal 2030. Including extensive experience of leading services during periods of change and development, minimising the impact on staff morale and maximising the positive outcomes.
- An effective communicator able to explain the programme of housing led investment, regeneration and growth and multi-modal connected improvements and issues to Elected Members, council colleagues, developers and members of the public.
- An effective analytical thinker able to ensure that the Council's position is reflected in plans and strategies that articulate ambitions for growth, regeneration and improved connectivity and an ability to influence the development of related plans and strategies, including those of our neighbouring boroughs.
- Proven track record of successful commercial management and negotiation of major or large capital projects together with an understanding of best practice in regeneration and infrastructure development to ensure that key strategic schemes are positioned in the strategies and guidance. This will include a commercial awareness to link in with private sector schemes matching with public sector funding to maximise the potential for the borough.
- A thorough understanding of the complexities of delivering major development projects and the demonstrable ability to manage large and diverse teams of consultants and advisors.
- A proven experience of delivering high profile and complex multi- agency and sector projects in a political context that can be subject to internal and external change and the ability to innovate and adapt to deliver regeneration outcomes.
- A demonstrable track record in the delivery of complex infrastructure schemes within time and budget. Including a strong programme management ability, an understanding of the importance of the legal context within which project delivery takes place and appropriate governance requirements are adhered to including: project documentation, financial forecasting and management and an ability to readily identify and report risk.
- A strong track record in managing performance to ensure the continuous improvement of the regeneration and infrastructure service, through working in an integrated and seamless

manner, able to draw on best practice in staff development and professional development to efficiently deliver and innovate in the delivery of integrated development across the Borough.

- Good influencing and collaboration skills together with the ability to forge successful partnerships with a wide range of organisations/bodies including other public and private sector organisations and social enterprises.

Our culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **Be Wigan** behaviours.

Be Positive... take pride in all that you do

Be Accountable... be responsible for making things better

Be Courageous... be open to doing things differently

Be Kind... be helpful, generous and thoughtful towards yourself and others

Individuals with line management responsibilities are also expected to ...

Inspire... lead by example and help others to see the big picture

Care... show genuine concern for people as individuals and value their contributions

Engage... I connect with others both within and beyond the organisation

Staff Deal

Our Staff Deal is an informal agreement with all staff. It outlines what you can expect from us, and in return what we expect from you

Our part

- Provide strong, honest and visible leadership
- Reward your commitment and hard work
- Care for your health and well being
- Listen to you and put your ideas into action
- Support you to give something back
- Offer opportunities to learn and grow
- Be one team, one council
- Believe in you

Your part

- Listen, be open, honest and friendly
- Be efficient, flexible and professional
- Care for your health and stay active
- Tell us how we can improve
- Give something back whenever you can
- Take opportunities to learn and grow
- Be one team, one council
- Believe in yourself and our borough