



**Job Profile and Working for Stockport Council**

Our Council

Our employees are our **greatest asset**. We’re proud of the way we provide vital frontline services every day and work together, as **one team.**

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at https://greater.jobs/locations/stockport/

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| **Role:**  |  | Major Projects Design & Delivery Lead (Strategic Infrastructure) |
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| **Service Area:** |  | Capital Design & Delivery Service |
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| **Directorate:** |  | Place |
|  |  |  |
| **Salary Grade:** |  | MB2 |

**About the Job**

**Main Purpose of the Job**

To provide expertise and strategic management for highways related design and engineering solutions, project management, contract development and contract management to develop and deliver Stockport Council’s capital infrastructure programme.

You will be responsible for developing a team of professionals to take the lead on the delivery of the boroughs largest, and most complex, infrastructure projects. This will include significant elements of the annual £50m capital programme that the council is currently progressing. We have seen significant success in obtaining capital money through a range of sub-regional and national sources, including the Active Travel Fund, the Mayors Challenge Fund, the Bus Punch Point Fund and the Major Road Network funds to produce a current capital pipeline of £80m, with future success expected in existing and forthcoming bidding opportunities.

You will operate successfully in a project-based environment, utilising and co-opting professionals for other service teams to construct effective project teams that work on the highest profile projects with Stockport. Whilst embracing the challenges of delivering our major projects, you will also collaborate with associated teams providing civil engineering, design, project management and contracting advice.

**Key Responsibilities**

* **Engineering Design and Project Management**
	+ Produce and oversee major design specifications at all stages of the project development process to meet corporate priorities
	+ Provide technical approval authority for design packages as appropriate for a Chartered Engineer
	+ Provide critical feedback to improve design quality and efficiency at all stage of the design process
	+ Communication of complex design and delivery detail into simple and understandable formats appropriate for different audiences
	+ Act as Principal Designer for major capital schemes and provide coherent leadership and development for the team to discharge their Duties under the CDM 2015 Regulations
	+ Take responsibility for budget, schedule and quality management in accordance with the Council’s established project management processes to support the successful delivery of major capital projects

* **Contract Management and Procurement**
	+ Develop and implement procurement and contracting strategies for major projects, ensuring the Council’s approach delivers best value
	+ Prepare NEC specific contract documentation, specifications, and H&S information
	+ Produce and issue tenders in line with major project delivery and working with the Head of Service to commission work packages appropriately
	+ Manage major project budgets within the extents of delegated responsibility, always ensuring a commercial focus and maximising the value for money of the council’s investments through a strong understanding of commercial drivers and excellent negotiation skills
	+ Develop the service’s approach to NEC Contract Management and on occasion act as the NEC *Project Manager*

* **Management/Leadership**
	+ Lead a team of Council Officers and consultants, but also oversee resources who will be working in a multi-disciplinary, matrix environment. Providing support to the Head of Service to ensure resources are managed efficiently and effectively
	+ Lead a positive safety and sustainability culture through the design and delivery of all our projects
	+ Support the Head of Service with major project delivery and reporting/governance in a busy Local Authority environment
	+ Be an advocate for the One Stockport Plan and demonstrate behaviours consistent with the SMBC values framework
	+ Willing to learn, prompt and engage in lessons learned exercises and be willing to accept well-founded feedback with a willingness to change
	+ Recognise and respond to the political environment and expectations, addressing sensitivities. Support the Head of Service in responding to Members, residents, and businesses requests
	+ To promote an open and learning culture where officers work together to continuously improve the Council’s services, using mechanisms including the Design Review Board and formal peer reviews of schemes
	+ Deliver outstanding customer service and effective client management to develop a highly customer focused approach to service delivery to ensure high levels of customer satisfaction and the most positive image of the Council and its partners
	+ To establish, develop and maintain strong partnerships with key internal and external partners to facilitate effective contract and relationship management to meet the Council’s priorities
	+ To work with all Place Neighbourhood Managers to ensure that local capital schemes meet the needs of local neighbourhoods
	+ Lead and manage change effectively, monitor performance of staff and address performance issues in a timely manner to maximise individual and team outcomes. Ensure the necessary managerial and operational mechanisms are in place to deliver the Council’s priorities for place services
	+ To provide strategic and tactical direction and leadership for the team, co-ordinate, and control day to day management of all direct reports to ensure that staff are motivated to maximise efficiency ensuring any issues are handled in line with the Council’s policies and procedures
	+ To recruit, train and develop direct reports to ensure an efficient team capable of meeting its objectives
	+ To work flexibly within the role and support the general activities within Place Management, Place, and the Council in accordance with the Council’s and service’s flexible working policies
	+ To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation
	+ To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security, and promotion of the Council’s priorities

**Additional Information**

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be considered and discussed with you when any significant changes to your role are needed. In line with our flexible approach, you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

**About You**

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

* Working to the Council’s values and behaviours by:
* Keeping the people of **Stockport** at the heart of what we do
* Succeeding as a **team**, collaborating with colleagues and partners
* Driving things forward with **ambition**, creativity and confidence
* Showing value and **respect** to our colleagues, partners and customers.
* Considerable experience in a senior leadership and management role in multiple Highways & Transportation / infrastructure fields e.g., highways, cycling, walking, bus, trams, rail etc. (Essential)
* Considerable experience in a leadership and senior management programme and project management role, achieving successful outcomes. (Essential)
* Ability to drive successful outcomes within agreed capital programme function, programme, project and resource budgets. (Essential)
* Ability to prioritise delivery to ensure time, cost and quality objectives are met and the reputation of the Council and Place are enhanced. (Essential)
* Extensive commercial management experience including developing procurement and contract strategies and leading in commercial negotiations to achieve best value outcomes. (Essential)
* Excellent negotiating and influencing skills with the ability to work with others at senior management level including Councillors, Heads of Service within the Council, strategic Stakeholder groups including the GM Mayor, TfGM and GMCA and the public. (Essential)
* Excellent communication skills with ability to present information in a clear and concise form both in writing and verbally. (Essential)
* Ability to compile reports and prepare presentations for Council leadership, Committees and senior management. (Essential)
* Experience of identifying strategies and managing Key Performance Indicators to drive continuous improvement. (Essential)
* Experience and / or an understanding of construction techniques and delivery would be advantageous. (Desirable)
* Educated to degree level or higher. (Essential)
* Relevant professional qualification - Chartered Engineer, or demonstrably working towards this, recognised by a relevant body (ICE, CIHT etc) (Essential)