Ambitious Stockport, creating opportunities *for everyone*

Thinking Stockport

Achieving as a Team

Working with Ambition

Showing everyone Respect

Job Profile and Working for Stockport

Our Council

Join us at Stockport Council – MJ Local Authority of the Year 2025

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/



STOCKPORT METROPOLITAN BOROUGH COUNCIL

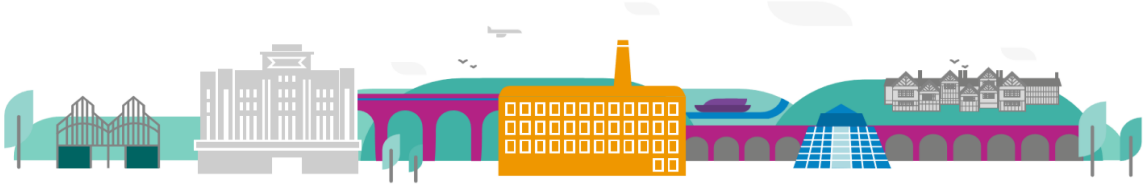
Greater Manchester Guaranteed Assessment Scheme

GREATER MANCHESTER GOOD EMPLOYMENT CHARTER

We are a Living Wage Employer

disability confident EMPLOYER

ARMED FORCES COVENANT



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About the Job

Role:	Team Manager Programme & Project Management (Infrastructure)
Service Area:	Capital Delivery (Infrastructure)
Directorate:	Services to Place
Salary Grade:	MB3

Main Purpose of the Job

We are looking to appoint a Team Manager to lead the Programme and Project Management Team within our Capital Delivery (Infrastructure) Service. The wider service undertakes all aspects of civil engineering projects including feasibility studies and surveys, detailed design, contract management, project management, programme management, construction and maintenance.

Your role is to manage the resourcing, procurement and delivery of projects within the Council's Highways Capital Programme and on occasion projects from the wider Place Directorate. This combines direct client side project management responsibility for allocated projects throughout their lifecycle with management of the Programme and Project Management Team and its Project Management Office (PMO) functions, supporting delivery and governance of the capital programme.

You'll be managing a committed, supportive, and diverse team of staff, consultants, and partner organisations to help deliver projects in a commercial and customer-focussed way which achieves programme timescales, meets performance targets and meets the Council's Corporate Objectives.

Key Responsibilities

The role combines direct responsibility for managing allocated projects with leadership of the team across two connected areas:

- Project delivery: Undertake client side project management of allocated highway schemes across the full project lifecycle, alongside managing the team's project delivery responsibilities and working with the relevant functional teams.
- Programme governance and controls: Manage the team's Project Management Office (PMO) functions, including project controls, capital programme governance, cost and information management, internal and external reporting, digital solutions, assurance procurement and framework management.

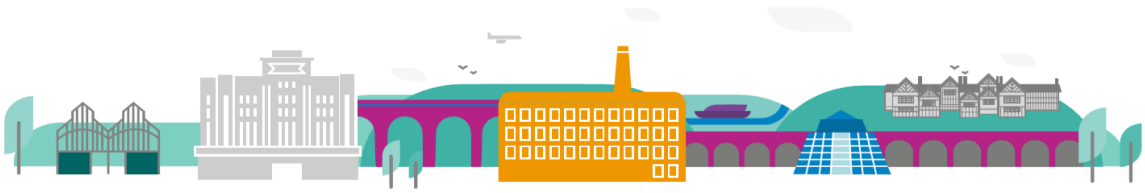
Therefore, the key role responsibilities are:

- Act as client-side Project Manager for allocated complex and innovative transport projects, leading multidisciplinary teams of staff, consultants and contractors through the project lifecycle.
- Develop robust project plans, manage budgets and ensure compliance with statutory processes.
- Work closely with local communities, councillors, residents, businesses and external partners to shape schemes that reflect local needs.
- Oversee technical design, procurement, contract management and risk management.
- Champion high-quality, sustainable transport solutions aligned with local and national policy.
- Contribute to the key aims and objectives of the organisation, both within the post holder's specific remit, across Place Management and the Council as a whole.
- Contribute to and be an active member of the service's management team, assessing and evaluating options, providing knowledge and expertise to support the aims of the Council. Developing, managing and monitoring a business plan, directing, managing and monitoring resources.
- Manage a team of staff and consultant resources, allocating and co-ordinating work across project delivery and PMO functions to support effective delivery of the Capital Programme.
- Provide effective relationship management, resolve often complex issues and actively seek feedback.
- Work collaboratively across Place Management, the Council, TFGM, GMCA and with other external partners, agents and stakeholders to promote and deliver Council objectives and maximise performance and operational efficiencies.
- To ensure that all the borough's transportation and highway related projects, regardless of scale, are managed in a programmed and co-ordinated way to ensure compliance with relevant policies.
- To keep the Head of Service informed of performance and challenges with regard to the delivery of the borough's transportation projects.
- To work closely with all stakeholders, including the local community and the private sector in the development and delivery of key transportation projects.
- To develop and implement transportation and highway related and other relevant infrastructure schemes throughout the borough and in collaboration with neighbouring authorities.

- To have budget management responsibility, to set and monitor income and expenditure within allocated budgets highlighting areas of concern and proposing remedial actions.
- To ensure that project objectives are delivered on time and that the requirements and policies of the local authority are adhered to in progressing through the various stages and approvals.
- Manage change effectively, proactively identifying opportunities and working with colleagues/partners.
- Recognise and respond to the political environment and expectations, addressing any sensitivity and taking an appropriate view of service priorities and requirements.
- Plan and manage service areas and projects including responsibility for complex projects, multi- disciplinary teams, budgets, performance, staffing (including recruitment, development, health and safety, welfare, disciplinary etc.), consultants, contractors, health and safety, risk, business continuity etc.
- To deliver a highly customer focussed approach to service delivery in order to ensure high levels of customer satisfaction and the most positive image of the Council and its partners.
- To work flexibly within the role and support the general activities within Place Management, and the Council in accordance with the Council's and service's flexible working policies.
- Contribute to issues relating to the Council's Resilience and Business Continuity, including representing the service as required during an incident.
- 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 taken into account 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.



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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.
- Experience in a management role in multiple Highways & Transportation fields e.g. highways, cycling, walking, bus, trams etc.
- Ability to drive successful outcomes within agreed capital programme function, programme, project and resource budgets.
- Ability to prioritise delivery to ensure time, cost and quality objectives are met and the reputation of the Council and Place are enhanced.
- Commercial and contract management experience including developing procurement and contract strategies and leading in commercial negotiations to achieve best value outcomes.
- Ability to mentor and develop Officers within the Council.
- 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.
- Excellent communication skills with ability to present information in a clear and concise form both in writing and verbally.
- Ability to use project management computer packages (programme schedules) to plan strategic project and programme delivery.
- Ability to compile reports, briefings and prepare presentations for Council leadership, Committees and senior management.
- Ability to provide management in the Governance and development of and compliance with programme and project management quality management processes and procedures.

- Experience of implementing strategies and managing Key Performance Indicators to drive continuous improvement.
- Experience and the ability to implement risk management processes and procedures.
- Ability to quickly identify and develop strategies to mitigate critical issues and key challenges.
- Experience and / or an understanding of highways construction techniques and delivery would be advantageous.
- Educated to degree level or equivalent relevant experience with recognised management and / or programme & project management qualification(s).
- Relevant professional qualification e.g. Chartered Engineer and / or Chartered Project Manager (e.g. APM) or Chartered Manager (CMI).