



JOB DESCRIPTION

Job Title	Regeneration Manager
Portfolio	Planning Environment and Economy
Reports to	Enterprise and Regeneration Manager
Location	Ty Dewi Sant, Ewloe, Deeside and home working
Job Reference/ID Number	

Job Purpose

This role will play a crucial part, as part of the Council Enterprise and Regeneration team, in leading the team to regenerate town centres and helping them to adapt to a new future. The post holder will work closely with partners, property owners, businesses and other stakeholders to develop and deliver regeneration programmes and projects including: improvements to the public realm; property and site redevelopment; business support initiatives; and facilitating town centre investment by the private and public sector.

Principal Accountabilities

1. effective staff, contract and resource management including responsibility for all HR matters for the staff controlled by the post. Implement both service specific and corporate initiatives in order to deliver a highly motivated and efficient workforce.
2. contribute to the development and implementation of long term strategic plans for town centres in Flintshire by identifying underperforming sites and creatively building partnerships, funding and projects to reuse them for new sustainable purposes.
3. proactively secure external funding to increase the scale of service delivery and to contribute to the financial sustainability of the team and to use effective programme and project management practice to ensure that projects are delivered, risks minimised and funder requirements are met.
4. liaise and form productive partnership arrangements with potential development agencies for current and future development sites whilst ensuring compliance with the Council code of conduct and finance and procurement requirements. Help them to develop cost-effective proposals for public sector financial support where appropriate;
5. use personal experience and expertise, stakeholder input and commissioned technical expertise to identify suitable candidate sites for acquisition and/or redevelopment by the private sector, the Council or partners;
6. prepare detailed reports and business cases to managers and Council committees to support investment proposals;
7. commission and project manage town centre enhancement and property improvement projects ensuring compliance with all necessary legislative duties;
8. commission and contract manage effective management arrangements for acquired properties and sites ensuring a sustainable income for the Council and compliance with all relevant legislative duties;
9. ensure compliance with Council policies, procedures, legal requirements and statutory duties. Maintain accurate and transparent records of all processes followed and decisions made

10. actively monitor the performance of the service, report highlights and variances, and lead the team to find innovative solutions to further improve performance.
11. regularly facilitate public meetings and ongoing public liaison processes to present Council proposals which may be contentious or sensitive;
12. manage governance arrangements for regeneration and represent the service and the local authority at forums, multi-agency working groups and all other relevant meetings in order to ensure that accurate representations of the authority's services are provided to all interested parties.
13. effectively manage complaints arising from the public and resolve them balancing the complainants' requirements with the need to protect the Council's interests.
14. effectively manage and deploy delegated service budgets reflecting the agreed priorities for regeneration and accurately forecast and report projected variations with recommendations for action.
15. proactively promote the work of the service.
16. contribute to the wider work of the service and the Council as required and contribute to the development of wider Council strategies.

Supervision/Management of People
The post holder will have full management responsibility for the regeneration team.
Employment Checks/Specific Requirement i.e. DBS
None
Special Working Conditions
This role involves driving regularly and a full driving license is required along with access to a vehicle. The role will require attending site visits including during construction operations.

Person Specification		
<i>The person specification sets out the skill, knowledge and experience that are considered to be necessary to perform the role and will be used in short-listing both at application and interview stage. It is therefore important that you demonstrate on your application how you meet all of the essential requirements.</i>		
Academic/ Professional Qualification	Essential / Desirable	How this will be assessed?
1. The post holder will be required to hold a degree in a related discipline.	Essential	Application
2. Hold or working towards an appropriate management qualification.	Desirable	Application
Knowledge and Experience		
3. The post holder will be required to demonstrate a strong track record in acquiring and managing	Essential	Application Interview

properties and sites in and around town centres for subsequent medium to long term redevelopment. The post holder will be required to operate with considerable autonomy in this role and will be required to use their technical expertise and experience to identify options for sites and analyse alternative uses using commissioned technical reports as necessary.		
4. The post holder will be required to demonstrate their track record in preparing compelling business cases for funding partners, senior managers and Council committees recommending effective commercially viable courses of action.	Essential	Application Interview
5. The post holder will be required to demonstrate their experience of forming productive partnership arrangements with potential development partners and for securing public and private sector funding for projects. The post holder will be required to demonstrate their ability to secure value for money in making public sector investments.	Essential	Application Interview
6. The post holder will be expected to demonstrate their ability to work with autonomy and commercial sensitivity but also meet the requirements of the Nolan principles and Council policies.	Essential	Application Interview
7. The post holder will be required to demonstrate their experience in developing and delivering town centre regeneration projects including significant improvements to the public realm and, ideally, green infrastructure.	Essential	Application Interview
8. The post holder will be required to demonstrate their experience of leading and managing a team of staff.	Essential	Application Interview
9. The post holder will be required to demonstrate that they hold the necessary experience and ability to operate effectively and supervise project managers who are creating, managing and closing effectively projects of all scales and levels of complexity.	Essential	Application Interview
10. The post holder will be required to demonstrate their experience in securing and managing funding from a variety of external sources.	Essential	Application Interview
Skills		
11. The post holder will need to hold excellent IT skills including use of Microsoft Office products, use of the internet and video-conferencing.	Essential	Application Interview
12. The post holder will need to demonstrate excellent written and verbal communication skills appropriate	Essential	Application Interview

to wide range of audiences and a high level of political sensitivity.		
13. The post holder will need to demonstrate their ability to professionally manage public meetings regarding controversial or sensitive proposals.	Essential	Application Interview
14. The post holder will need to successfully negotiate with private sector owners and developers to agree cost-effective funding packages.	Essential	Application Interview
15. The post holder will need to demonstrate their ability to effectively problem solve and develop creative solutions to challenging or contentious issues.	Essential	Application Interview
Flintshire County Council Core Behavioral Competencies	Essential	How this will be assessed?
Customer First: Understand our customers (internal and external) and deliver high quality services to meet and exceed their expectation.	Essential	Application/Interview
Working Smarter: Being clear about what you are expected to deliver in your job and have the skills, motivation, enthusiasm and commitment to work effectively.	Essential	Application/Interview
Working Together/Partnership: Building and maintaining positive relationships in order to deliver better services for our customers and employees.	Essential	Application/Interview
Communication: Ensuring we understand each other, respect each other express and share ideas and information clearly.	Essential	Application/Interview
Change: Adapting to change and introducing better ways of doing things, through generating ideas and seeking out the best way to deliver our service.	Essential	Application/Interview
Leading and Managing: Leads and motivates self and others to continually improve performance.	Essential	Application/Interview

Structure

Enterprise and Regeneration team
August 2020

