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# **Project Director - Housing**

## **Role Description and Candidate Brief**

**Closing Date: 26<sup>th</sup> August 2019**



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## ABOUT US

Local Partnerships LLP is a public sector joint venture, wholly owned by HM Treasury, the Local Government Association and the Welsh Government, and exists solely to provide commercial support and delivery expertise to the public sector.

We were created by the public sector, are in-house to the public sector, and we work solely for the public sector (government, local authorities, local public bodies and the community focused third sector). This means that we are never commercially conflicted in the advice that we give, as we are never also advising private sector clients.

Our primary purpose is to strengthen the intelligent client capability and capacity of the public sector, particularly in their commercial interactions with the private sector. We do so by deploying senior commercial specialists that provide advice and support to local public bodies. Our ethos is to share freely our learning for the benefit of the wider public sector.

Our owners require us to charge for our services. Any surpluses we make are re-invested for the benefit of the public sector.

Examples of the support we provide include:

- Developing and reviewing strategic business cases and business plans
- Service transformation and change
- Modelling and legal frameworks for alternative service delivery models
- Options' appraisal and assurance of your chosen approach or option
- Forming effective partnerships (inter-agency brokerage)
- Sourcing and commissioning, contract negotiation and management
- Economic development and planning
- Delivering infrastructure

We currently operate within the following sectors:

- Waste Management
- Housing, Regeneration & Growth
- PPP/PFI
- Energy
- Air Quality
- Assurance
- Health & Social Care
- Infrastructure
- Commercialisation
- Re-organisation & devolution
- Digital transformation.



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We work all over England and Wales with a core team based in Smith Square, Westminster and a small office in Cardiff. We have c. 50 employees, supplemented by a pool of associates, and a current annual turnover of c. £10 million.

Our impact report for 2018-19 can be found at <http://localpartnerships.org.uk/wp-content/uploads/2019/07/Local-Partnerships-impact-report-2018-2019-1013.pdf>

We are seeking to recruit a Project Director in our Housing team.

In **Housing**, we focus on the provision of capacity support to local delivery partners, councils and combined authorities. Whilst the nature of our work necessarily varies from area to area, according to specific housing market dynamics and organisational capacity, our support focuses on enabling clients accelerate housing growth in their areas, whether through direct delivery, helping them develop pipelines of future development, unlocking stalled sites, or playing an enabling role with developers.

Where we are best placed to do so, we also support clients in the delivery of other housing projects, including wider regeneration projects, or projects to help clients meet housing need or raise standards.

In addition, we have a goal in 2019-20 to aggregate, co-ordinate and market a comprehensive “Place Creation” support service, bringing together a number of existing services and develop them in a way that will provide our clients with a framework for creating economically successful, healthy and resilient communities as efficiently and effectively as possible.

Profiles for the role, the job description and person specification, is set out below.

We value diversity and encourage applications from all sections of the community.

The recruitment for these roles is being administered by the Local Government Association.

## ABOUT THE ROLE

|                       |                                   |
|-----------------------|-----------------------------------|
| <b>Job Title</b>      | <b>Project Director - Housing</b> |
| <b>Responsible to</b> | <b>Programme Director</b>         |
| <b>Salary</b>         | <b>Starting at £75,000</b>        |

## Job Purpose

Project Directors are responsible for the successful delivery of a major stream of business activity for Local Partnerships. Project Directors may work on their own but will more often form part of a team of different specialists undertaking an assignment stretching over weeks or months, or occasionally years, for a client who will typically be a Council, a partnership of Councils, or a Combined Authority.

Project Directors are assigned to a programme area headed by a Programme Director. While every assignment is different, Project Directors typically bring their professional expertise and project management skills to bear on complex projects and problems and ensure the Local Partnerships' quality standards are met in completing the assignment on time and budget.

Project Directors will also contribute to the development of new business for Local Partnerships.

Project Directors need to have an understanding of decision-making in the public sector, including the role of elected politicians, in addition to their professional expertise. Almost all assignments involve preparing reports containing complex written and analytical information for the client, so excellent communications skills are vital. Knowledge transfer to the client is a key part of the role.

Project Directors may be based anywhere in England and Wales. They will need to travel to clients' offices around the country.

## Principal Activities

Principal activities include:

- leading the delivery of work streams and projects using professional expertise and maintaining strong and effective relationships with clients, either as part of a team, or independently
- preparing outputs and outcomes in line with the brief for the assignment, using tools to report complex written, financial and analytical information to the client
- ensuring projects meet Local Partnerships' quality standards, client expectations and Local Partnerships' financial targets
- establishing a reputation with clients and colleagues as a source of expertise within a programme area
- working with the relevant Programme Director and help undertake new business development
- contributing to the wider corporate success of Local Partnerships
- managing assigned associates working on the same programme

### **Person Specification – Project Director Housing**

- Educated to a degree standard and professional qualifications appropriate to the role
- Strong commercial skills and a track record of operating in a commercial environment
- Experience of negotiating contracts from inception to financial close
- Excellent stakeholder engagement and management including the ability to deliver solutions that meet collective needs and communicate in a variety of forms
- Able to specify and create effective teams within organisational structures
- Detailed understanding of the housing market, including:
  - the government's priorities in the housing sector,
  - the issues currently being faced in both areas of high demand and areas looking for regeneration opportunities
  - best and evolving practice across the UK and in Europe
- Detailed understanding and extensive experience of housing programmes and projects:
  - covering both housing growth and housing management
  - including housing delivery vehicles / public private partnerships
  - in procurement and contract management
- Extensive experience of supporting clients through the negotiation process in the housing sector, to the point of resolution
- Effective in the management and balance of a project's legal, commercial, technical, and finance issues, within the housing sector, to ensure efficient procurement/contract management and value for money