

JOB DESCRIPTION

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| JOB TITLE: | Senior Project Manager - Building Safety |
| MANAGED BY: | Head of Place & Director of Housing and Regeneration |
| GRADE: | 11 |

ROLE OVERVIEW

The West of England Mayoral Combined Authority (MCA) is seeking to appoint a Senior Project Manager for Building Safety, to join the Housing and Regeneration team.

This is an exciting time to join the West of England Mayoral Combined Authority. In the last year nearly three quarters of a billion pounds of new investment has been secured for the region. New plans are in place to deliver on Mayoral priorities to improve transport, skills and housing for our residents, take decisive action to tackle the climate emergency, and to support communities facing the cost-of-living crisis. There is a relentless focus on delivery to put the West of England on the map for regional, national and global success.

Led by the regional Metro Mayor, the West of England Mayoral Combined Authority brings together three local councils, the Local Enterprise Partnership and works with communities, other public services, and industry to deliver for the region.

Come and help shape the future of the West of England, a place so many people are proud to call home.

THE ROLE

Reporting to the Head of Place before transitioning to the Director of Housing and Regeneration when they are recruited, the Senior Project Manager for Building Safety will work alongside a Data Analyst. The successful candidate will deliver and implement the West of England's Local Remediation Acceleration Plan (LRAP). Central to the role will be the management, and performance monitoring of, the West of England LRAP, alongside remediation targets co-agreed with key regional and national stakeholders.

As the Senior Project Manager, you will establish and implement best practice governing arrangements and develop a clear policy framework for the prioritisation of a regional inspection programme alongside colleagues at Avon Fire and Rescue Service, and the region's Local Authorities of Bristol City, Bath and North East Somerset, South Gloucestershire and North Somerset Councils. In addition to managing and growing the

relationship with the Ministry of Housing, Communities (MHCLG) and LA partners, the post holder will act as the main contact and conduit for cladding remediation for all local regulators within the West of England.

The Senior Project Manager will be integral in the formation and organisation of the Regional Joint Remediation Team (RJRT) that the Mayoral Combined Authority is seeking to establish to accelerate cladding remediation.

KEY RESPONSIBILITIES

You will work closely with policy and delivery colleagues within the Combined Authority, our constituent local authorities and other bodies to spearhead our response to cladding remediation and building safety more widely. The successful candidate will:

- Work as the MCA's lead on building safety, building a delivery plan to accelerate the remediation of tall buildings with unsafe cladding across the region
- Co-ordinate and lead work to establish a Regional Joint Remediation Team for tall buildings, co-developing a proposal with local authority and fire service partners to unlock funding support from central government
- Lead engagement and briefing of key senior and political leaders to ensure delivery against agreed objectives for building safety
- Manage the production of business cases to bid for project funding through the Combined Authority's governance, Central Government and other third-party funders and their respective approach to project evaluation
- Implement a governance model covering building safety across the Combined Authority, bringing together key stakeholders to make evidence-led decisions on funding
- Have potential line management of a Data Analyst for Building Safety, ensuring that decisions on remediation are grounded in up-to-date and, where appropriate, innovative evidence
- Work flexibly across a wide range of policy areas across the homes and regeneration landscape as required.

PERSON SPECIFICATION

ESSENTIAL (MUST HAVE)

Qualifications and Knowledge

- Educated to degree level or able to demonstrate equivalent experience.
- Qualification or significant experience in relevant project management disciplines and their practical application, including Risk Management.

- Excellent written communication skills evidenced to a high standard.
- Excellent understanding of the work of national, regional and local bodies in the context of cladding remediation.

Experience

- Experience in managing large and complex delivery programmes, particularly in Housing / Infrastructure.
- Collating, preparing and presenting complex information to a range of key stakeholders to secure buy-in and engagement, including project performance reporting.
- Proven leadership and consensus building in a complex, multi-stakeholder environment, with a demonstratable ability to develop and maintain effective relationships.
- Experience of presenting to senior officers and elected officials or board members.
- Significant experience of working with and influencing national government.
- Drafting high-quality documents, suitable for publication.

Skills and Competencies

- Highly motivated, with demonstrable experience of prioritising and focusing on what matters to ensure delivery within expected timeframes.
- Building and maintaining a network of internal and external colleagues to drive forward progress on shared objectives. Challenging external views and assumptions, while being willing to compromise if beneficial to progress
- Able to negotiate and influence stakeholders at all levels of the organisation.
- Persuasive individual who can challenge effectively so that others see another point of view.
- Excellent verbal and written communication skills, including translating complex information into clear and engaging reports for a variety of audiences.
- Ability to lead and work as part of a team.

DESIRABLE

Qualifications and Knowledge

- Experience of managing Boards, steering groups or committees with senior leaders in a public-sector context
- Knowledge and experience of the national, regional and local housing and planning landscape.