

CROYDON COUNCIL

ROLE PROFILE AND PERSON SPECIFICATION

DIRECTORATE:

Sustainable Communities, Regeneration and Economic

DIVISION:

Planning and Sustainable Regeneration

JOB TITLE:

Senior Regeneration Manager (Regeneration and Growth Zone) insert job title here

ROLE PROFILE

Job Title:	Senior Regeneration Manager (Regeneration and Growth Zone)
Directorate:	Sustainable Communities, Regeneration and Economic
Division:	Planning and Sustainable Regeneration
Grade:	Grade 17
Hours (per week):	36
Reports to:	Head of Spatial Planning, Growth Zone & Regeneration
Responsible for:	Five Regeneration Managers; matrix management across the service; appointed consultants and external contractors.
Role Purpose and Role Dimensions:	<p>You will work as part of the Spatial Planning, Growth Zone & Regeneration service and report to the Head of Spatial Planning, Growth Zone & Regeneration. You will take responsibility for all matters relating to the Growth Zone and Regeneration programme of projects and support their coordination and delivery. This will include working closely with key teams across the service and directorate to contribute to area based development plans, associated strategies and policies for town and district centres; particularly in the programme and project management of relevant projects.</p> <p>You will lead a team of Regeneration Managers, collectively delivering growth and regeneration activities within Croydon the town centre and the other priority 'places' across the borough.</p>
Commitment to Diversity:	The council has a strong commitment to achieving equality of opportunity in its services to the community and in the employment of people. It expects all employees to understand, comply with and promote its policies in their own work, undertake any appropriate training to help them to challenge prejudice or discrimination.
Key External Contacts:	Delivery Partners, Businesses, Residents, BIDs, Strategic Partners, External Funders, Community Groups, utility and

service providers, Other Local Authorities, GLA, TfL and Professional Bodies

Key Internal Contacts:

Heads of Service, Elected Members and senior managers across the Council

Financial Dimensions:

Budget management of a portfolio of multi-million pound Growth Zone and Regeneration programmes and schemes.

To seek, secure and manage relevant external funding from central government or other funding bodies.

Key Areas for Decision Making:

To negotiate and influence those working in the places of Croydon, including developers and registered providers to ensure maximum benefits for the wider community across all delivery.

To operate within the governance, financial and legal frameworks of the Council at all times.

Alongside other team leaders in the Service, assisting in building an effective Spatial Planning, Growth Zone & Regeneration service that is recognised as a leader in the sector, undertaking a range of tasks and projects, as directed by the Head of Service and promoting excellence in the delivery of economic, social and physical regeneration projects.

Other Considerations:

You may, from time to time, be required to work outside of regular office hours including weekends and evenings to attend meetings, public and community events.

Is a satisfactory disclosure and barring check required?

[\(click here for guidance on DBS\)](#)

select from drop down

What level of check is required?

Is the post politically restricted

[\(Click here for guidance on political restriction\)](#)

No

Is the post exempt from the Rehabilitation of Offenders Act (ROA) 1974

[\(Click here for guidance on ROA \)](#)

select from drop down

Key Accountabilities and Result Areas:

Playing a strategic role in the creation of a leading Spatial Planning, Growth Zone & Regeneration Service

Key Elements:

This will involve:

- Alongside other Service team leaders, assisting in building an effective Spatial Planning, Growth Zone & Regeneration service that is recognised as a leader in the sector, undertaking a range of tasks and projects, as directed by the Head of Service and Director, and promoting excellence in the delivery of economic, social and physical regeneration projects with an in depth understanding of good growth and placemaking principles.
- Supporting the whole “place” approach to the council’s regeneration and growth zone programme through leading the creation and implementation of place-based good growth and regeneration strategies, programmes and activities
- Contribute to creating conditions for economic growth within Croydon’s town centre and across the borough based on sound and reliable evidence
- Leading discussions with managers and officers across the Council to shape and influence delivery of core services in the town and district centres to drive effective and joined up provision to residents.
- Collaborating on the development and delivery of mixed use schemes with colleagues and external partners, particularly related to the planning process.
- Contributing to the council’s strategies and policies in relation to growth, economic development and investment.
- Securing additional investment for the regeneration programme

Leading a high-performing Regeneration team for Croydon

This will involve:

- Leading a high-performing multi-disciplinary team with direct line management responsibility for up to five officers and matrix management of officers from across the Council to successfully deliver a range of physical, social and economic regeneration projects.
- Alongside other key team members across the service, leading the delivery of a portfolio of

successful programmes and projects flowing from Growth Zone annual delivery report, policy and strategy which are delivered on time, ~~and~~ to budget and to a high quality.

- Ensuring all activity and programmes are developed and implemented with strong management, adhering to governance, and financial control and compliance and to meet their business objectives, including liaison with funding partners.
- Operating within the governance, financial and legal frameworks of the Council at all times.
- Budget management of a portfolio of multi-million pound regeneration schemes
- To deliver any other relevant duties or projects as required.

Driving 'good growth' of the borough

This will involve:

- Contributing to shaping evidence-based policy and strategy to ensure a holistic approach to regeneration and placemaking involving not only high quality physical uplift but also initiatives which promote economic growth, civic and social infrastructure.
- Developing a thriving and lively infrastructure and socio-economic offer which provides 'good growth', engages communities and supports regeneration and high quality placemaking.
- Support creating places that communities are proud of and want to look after as their neighbourhood
- Support creating places that are easy and safe for all to get to and move around in
- Ensuring robust and effective communication and engagement with the community, elected members and officers working across the 'places' of Croydon as determined by policy and strategy to ensure the Council's and the communities' ambitions are delivered.
- Negotiating with and influencing those working in the places of Croydon, including developers and registered providers to ensure maximum benefits for the wider community across all delivery.

Confidentiality

- Treating all information acquired through employment, both formally and informally, in confidence. There are strict rules and protocols defining employee access to and use of the council's databases. Any breach of these rules and protocols will be subject to disciplinary investigation. There are internal procedures in place for employees to raise matters of concern regarding such issues as bad practice or mismanagement.

Data Protection

- Being aware of the council's legal obligations under the Data Protection Act 2018 (the "2018 Act") and the EU General Data Protection Regulation ("GDPR") for the security, accuracy and relevance of personal data held, ensuring that all administrative and financial processes also comply.
- Maintaining customer records and archive systems in accordance with directorate procedures and policies as well as statutory requirements.
- Treating all information acquired through employment, both formally and informally, in accordance with the **Workforce Data Protection Policy**.
- There are strict rules and protocols defining employee access to and use of the council's databases. Any breach of these rules and protocols will be subject to disciplinary investigation. There are internal procedures in place for employees to raise matters of concern regarding such issues as bad practice or mismanagement.

Contribute as an effective and collaborative team member

This will involve:

- Participating in training to demonstrate competence.
- Undertaking training as required for the role.
- Participating in the development, implementation and monitoring of service plans.
- Championing the professional integrity of the service.

Equalities and Diversity

- The council has a strong commitment to achieving equality of opportunity in its services to the community and in the employment of people. It expects all employees to understand, comply with and promote its policies in their own work, undertake any appropriate training to help them to challenge prejudice or discrimination.

Health and Safety

- Being responsible for own Health & Safety, as well as that of colleagues, service users and the public.
- Employees should co-operate with management, follow established systems of work, use protective equipment and report defects and hazards to management.
- Managers should carry out, monitor and review risk assessments, providing robust induction and training packages for new and transferring staff, to ensure they receive relevant H&S training, including refresher training, report all accidents in a timely manner on council accident forms, ensure H&S is a standing item in team meetings, liaise with trade union safety representatives about local safety matters and induct and monitor any visiting contractors etc, as appropriate.

Person Specification

Job Title:

Senior Regeneration Manager (Regeneration and Growth Zone)

Essential knowledge:

- Knowledge or experience of the planning system and how regeneration and placemaking activity can support planning policy development, and sustainable delivery of its objectives.
- Detailed understanding, or experience of, managing multiple projects and programmes including appraising projects
- Knowledge or experience of implementing or supporting community based asset transfers or community ownership schemes.

Essential skills and abilities:

- Significant and demonstrable expertise in direct delivery of successful, high profile regeneration projects / programmes from conception to delivery, often managing competing priorities.
- Ability to communicate complex ideas, concepts, issues and financial information clearly and simply both visually, verbally and in writing.
- Strong track record of successful communications and engagement with diverse communities, young people, leaseholders, elected members, community groups and other stakeholders, building positive and productive working relationships.
- Strong track record of complex programme and project budget management and governance compliance.
- Strong track record of a variety of procurement processes, fundraising, and managing multi-disciplinary teams.
- Understanding of RIBA stages.
- Significant track record of successfully identifying, managing and mitigating risks in multiple project and programme delivery.

Essential experience:

- Experience of leading a high calibre multi-disciplinary teams and managing performance, programmes and team workloads.
- Significant experience of working in a regeneration and placemaking setting, developing and delivering a wide portfolio of initiatives across organisational boundaries.
- Significant experience of delivering successful and exemplary programmes and projects in partnership with other agencies and organisations.
- Experience of successful budget and risk management particularly in relation to multiple regeneration and growth programmes/ projects.
- Experience of working within a politically driven organisation operating at a senior level with elected or board members.
- Experience of designing and delivery successful public engagement.
- Experience of negotiating with and influencing others to achieve a positive and high quality outcomes.
- Experience of sourcing, commissioning, procuring and managing third parties to take forward elements of delivery and post occupancy management.

