

LONDON BOROUGH OF HACKNEY

Job Description

POST TITLE: Construction Manager

DIRECTORATE: Climate, Homes and Economy

SERVICE: Housing Regeneration and Delivery

GRADE: PO9-PO10 linked/career grade

LOCATION: London Borough of Hackney

RESPONSIBLE TO: Head of Construction and Commercial

RESPONSIBLE FOR: Development Officers, Clerk of Works, apprentices. The postholder will be required to lead and matrix manage staff (including those on permanent contracts, apprentice placements, consultants, and specialist contractors in multi-disciplinary programme and project teams.)

PURPOSE OF THE JOB:

You will play a lead role in shaping Hackney's Housing Regeneration and Delivery (HR&D) service's approach to engaging with and procuring contractors, designing buildable and cost effective schemes, using modern methods of construction (MMC) and ensuring best practice/compliance in relation to building safety.

You will contribute to maximising the delivery of thousands of new well designed, well built, sustainable and safe Council homes, and creating exemplary places on Council-owned land.

As a member of the HR&D service you will contribute to the successful delivery of the business objectives of the service that will enable the achievement of the Mayor's priorities and the Council's corporate objectives. You will actively contribute to Council-wide and directorate initiatives that will achieve and implement these priorities and objectives.

You will report to the Head of Construction and Commercial, and work closely with the HR&D delivery teams, the Regeneration Strategic Design team (RSD), the Aftercare and Defects Manager and other teams in Housing Services, Property, Legal, Procurement and Finance.

The role will also support the Council's Asset Review Programme and team, to analyse how the Council's land and property assets can best be used to contribute to the Mayor's priorities and the Council's corporate objectives.

MAIN AREAS OF RESPONSIBILITY:

1. Provide construction and commercial advice to the HR&D service on the buildability of schemes to ensure projects are set up for successful delivery from inception to completion.
2. Provide professional and technical advice and guidance on the construction industry/market conditions, construction logistics and buildability to colleagues in the HR&D service, the wider directorate and the Council, including senior officers and elected Members.
3. Lead the HR&D service's approach to MMC - ensuring that the Council is taking full advantage of opportunities to achieve efficiencies through MMC and that colleagues in the service are fully aware of new developments.
4. Take the lead role in managing construction contracts - ensure the effective management and direction of external contractors, with rigour, in order to ensure the delivery of the highest possible quality of design and finish. Negotiate with contractors regarding changes to design (in collaboration with RSD), construction work scope and schedules.
5. Manage interdisciplinary teams, including clerk of works, contractors, employer's agents and cost consultants.
6. Attend regular site visits with members of the delivery team and clerk of works to review progress and the quality of workmanship.
7. Work creatively with internal and external partners, contractors and developers to identify solutions to facilitate and unlock the delivery of complex housing development sites, including identifying construction/delivery options.
8. Work alongside the Building Information Manager to advise the Council and key stakeholders on the implications of any changes to national policy/legislation - particularly in relation to building safety.
9. Promote creative value/cost management approaches that safeguard design quality, compliance and value for money.
10. Play an active role in promoting social value through the Council's construction contracts.
11. Working with consultant and in-house teams, provide expert analysis of contractor and sub-contractor packages, with the understanding and knowledge to offer accurate estimates for building materials and supplier costs - bringing analytical skills to strengthen the quality of reporting, forecasts and controls.
12. Strategically manage supply chains to leverage the value of the suppliers by enhancing the quality, consistency and variety of products, to ensure the effective delivery of the HR&D Programme.
13. Actively network within the construction/development industry to promote Hackney

and to gather up to date market intelligence.

14. Advise on the procurement of construction/development partners and make recommendations regarding market testing approaches.

2

15. Negotiate complex legal agreements with partners, drawing on legal, construction, property, procurement and other expertise as required.

16. Work creatively, collaboratively and commercially with stakeholders to develop a strategic procurement approach for HR&D schemes that addresses construction market and viability challenges.

17. Contribute to the continued improvement of the HR&D service's approach to housing delivery, handover and defects - ensuring that internal processes and systems are fit for purpose. This includes inputting into the Council's design specification and Employers Requirements.

18. Take responsibility for the supervision, direction and development of staff, and matrix manage project team members as required.

19. Provide briefings and presentations to Members and senior officers, including Lead Cabinet Members and Directors as appropriate.

20. Keep abreast of local, regional and national policy, guidance and legislation in relation to housing development and regeneration, including building safety, climate change adaptation and funding requirements; and to seek out best practice to apply to Hackney's housing regeneration programmes.

21. Deputise for the Head of Construction and Commercial as required. 22.

Attendance at evening meetings or events at weekends is required on occasion.

23. Contribute to strategic and project-specific risk management and contingency planning, working with project leads, consultant teams and the Council's development finance lead.

CORPORATE ACCOUNTABILITIES

Corporate Responsibilities

1. Promote a 'one organisation' approach.
2. Promote equality among all staff, and ensure that services are delivered in a non discriminatory way, that is inclusive of disadvantaged groups and actively contribute to being an anti-racist organisation.
3. Promote accountability amongst staff towards sustainability, both in use of physical resources and the delivery of services.
4. Represent the Council/ service at internal and external meetings, sector forums and events, and deputise for line manager as required.

Service

1. Put forward new and innovative ways of delivering services that provide high quality and good value for money.
2. Implement consistently high quality service standards and levels of customer service, and monitor performance using the Council's project management approach.

3

People

1. Work collaboratively and make sure that this supports the delivery of specific projects and corporate programmes.
2. Establish clarity around expected outcomes and standards, providing clear lines of accountability and delegated authority.
3. Develop staff to realise their potential, manage their careers and therefore improve outcomes for Hackney residents.
4. Manage staff performance appropriately by providing constructive feedback and taking action where performance falls below the expected standard.

Finance

1. Provide recommendations in relation to delivery routes - including types of construction contracts.
2. Undertake robust and comprehensive cost and buildability assessments of schemes to ensure they can be built cost effectively.
3. Monitor the budget for projects, ensuring they are effectively controlled within cash limits and taking corrective action where appropriate.
4. Hold staff to account, ensuring the services they deliver or procure represent value for money.

And additionally at PO10 grade

1. To lead and be responsible for the commercial, financial, socio-economic and development delivery strategy and implementation across a portfolio of multiple construction projects.
2. To support the Head of Construction and Commercial in engagement and relationship management with strategic partners and prospective partners in the construction industry
3. Lead on building a service-critical body of knowledge in construction and imparting knowledge, skills and training to staff, other officers, Members and partners across the service, division and directorate as appropriate.
4. To lead on strategic briefing, objective setting and delivery planning for existing and new regeneration programmes including corporate priorities such as emergency

accommodation and supported housing.

4

Technical Experience/Skills/Knowledge

You should be able to demonstrate the following:

- Significant technical expertise gained through housing construction/delivery experience and evidence of continuous professional development in this field.
- Experience working at various levels in the construction industry, including a management role. It is desirable, though not essential, agent or development/project manager.
- Proven experience of procuring and managing construction contracts, demonstrating excellent commercial awareness.
- Comprehensive knowledge of construction contracts - JCT and NEC.
- Knowledge of and experience in construction dispute resolution and settling final accounts.
- An in-depth understanding of the relative benefits of different delivery options.
- Proven track record with successfully driving compliance with key safety-related regulatory requirements.
- Experience of leading the technical and commercial aspects relating to housing and/or mixed use development.
- Detailed commercial understanding of property matters, housing development and the construction management and development process.
- Effective relationship management and strong negotiating skills. ● An understanding of regeneration and affordable housing issues in London.
- An understanding of good design and placemaking principles, and how physical regeneration can have wider benefits for communities.
- Excellent communication skills - oral and written.
- Knowledge of project management tools used to manage and deliver technically complex development projects.
- Strong knowledge and understanding of procurement processes. ● ● Knowledge and experience of the planning process, and satisfying planning obligations and conditions.

- Organisational and management skills to lead multi-disciplinary teams including contractors/consultants on technically complex projects.

QUALIFICATIONS

- A recognised technical qualification in construction is desirable (e.g. MCIOB, MICE, MRICS) and/or an RIBA Part 3 qualification and Registration as an Architect with the Architects Registration Board (ARB).

SKILLS AND KNOWLEDGE

Accountability

1. Experience of building positive relationships with a range of both internal and external stakeholders, understanding political drivers and the role of Members.
2. Experience of creating a culture of learning, to maintain a capable and high performing workforce.

Delivery

1. Experience of providing structured plans and setting clear objectives that implements strategy and drives delivery.
2. Experience of empowering others that will enhance the reputation of the

Council. Decision Making

1. Experience of making decisions through the analysis of relevant information and risk assessment.
2. Able to make decisions that demonstrate commitment to the Council's vision for a better Hackney.

Working Together

1. Experience of cross organisational working, taking into account other's views and harnessing the benefits of having a diverse workforce.
2. Experience of developing teams that takes account of the needs of diverse stakeholder groups.

And additionally at PO10 grade

1. Over 3 years housing delivery, development, construction and/or property related experience and evidence of continuous professional development in these fields.
- 2.

Experience of simultaneously managing multiple contracts and leading them through the construction process to successful completion.

6

3. Successful record of engaging and building relationships with strategic partners and market participants in the construction, property development and housing fields leading to identifiable improvements in service delivery.
4. Strong evidence of working with complex quantitative data and determining and communicating clear recommendations from multiple information sources and data points including financial viability, property values, tenure, affordability and capital costs.
5. Experience of successfully identifying and leading value engineering exercises whilst safeguarding design quality.

7