DRAFT

**Manchester City Council**

**Role Profile**

**Strategic Lead (Technical Manager)**

**Report to: Assistant Director of Planning and Building Control**

**Planning Service**

**Growth & Development**

**Band SS1 (Senior Operational/Technical Lead)**

**Role Portfolio**

This role sits in the Planning, Building Control and Licensing Service. The service contributes to the delivery of key objectives for the city, ensuring new development essential to providing new homes and new jobs, and the wider environment are safe, inclusive, responds to the climate change agenda and are of the highest quality.

The roles provide Specialist technical leadership to deliver the Building Control function of the service, leading in the decision-making process and being responsible for making decisions in relation to innovative, complex and sensitive technical and legislative issues in order to deliver the key objectives of the City Council.

The role will include highly specialist responsibility for Fire Safety and Safe at Sports Grounds; liaising with and representing the Council at major SAG meetings and undertaking any duties relevant to ensuring the safety of the public.

The role holder will lead the development of guidance in this specialist area to ensure the delivery of quality and appropriate development working closely with other senior managers, particularly in relation to the new Building and Fire Safety regime. This will also include taking responsibility, together with other service leads to develop systems for the effective reporting and monitoring of activity to the new regulator.

**Overall Purpose of the Role**

This role is responsible for the management of the building control function linked to the decision-making process and the management and oversight of enforcement.

This role involves managing and monitoring the budget for the building control team. This includes fee setting and ensuring this is in the context of financial regulations. Responsibility will also include supporting the assistant Director in promoting the Building Control Service and ensuring LABC remain competitive whilst providing a highly effective and quality service.

The role holder will work corporately and with other organisations towards the goal of delivering safe, inclusive, and quality developments in the city. In addition, the role holder will ensure service delivery and outcomes are in accordance with policies and processes integral to associated initiatives.

The role holder will carry out the duties of the Assistant Director of Planning and Building Control his/her absence, leading and managing the Building Control Service to achieve statutory and related requirements, the Council’s corporate aims, objectives, and organisational values.

The role holder will play a key role in lobbying Government and advising the Council in Building Control. Will be accountable for discharging the building control function for building and fire safety to deliver safe developments. This will include ensuring the service is fully compliant with the new regulations and competency framework.

**Role Context**

Effectively and efficiently discharge the City Council’s powers for the control of development through the Building Regulations. This will include forming judgements and making decisions in accordance with the scheme of delegation and a wide range of development projects in the context of the legislative framework and the Council’s corporate aims and objectives on behalf of the Assistant Director of Planning and Building Control. This will involve making complex judgements on issues that have a major impact on the City and on local communities.

Provide leadership, vision, and strong management in the continuous improvement of the service, including the promotion and monitoring of performance against national targets and in relation to the Council’s vision, values, policies and objectives.

Provide, through continual professional development in an area of complex technical specialism and a demonstrable commitment to the Council’s policies and objectives, a high standard of advice, through the preparation of reports to and attendance at the Committee of the Council, including the Executive, Corporate working groups and cross partnership groups.

Through maintaining competence in the area of specialism, which includes a comprehensive understanding of the legislative framework Government Guidance at a national, regional and local level and the Council’s policies it interfaces with, represent the City Council in providing appropriate evidence in court proceedings.

**Key Role Descriptors**

This leadership role will provide professional and technical advice and/or operational management within a service, acting as principal advisor within their area.

The role holder will develop greater coordinated working across services, partners and communities through relationships with key stakeholders and by listening and engaging with people to deliver improved services, recognising the importance of external relationships to the organisation.

The role will adapt and develop organisational policies, applying innovative thinking to develop solutions across a range of issues.

The role holder will focus on service delivery and outcomes, driving service priorities, and adapting to changing internal and external environments to achieve for Manchester.

Manage employees and budgets successfully ensuring service needs and resource levels are identified and met. Shared or lead responsibility for a specific budget/s.

Ensure statutory regulations are met to safeguard the organisation and the population of Manchester.

Provide clear communications to City Council Committees, elected Members, MPs and organisations from the public, private and voluntary sectors, to enable effective decision making.

Our leaders should be exemplars of the Our Manchester behaviours in action: demonstrating them through their interactions with colleagues and partners day-in-day-out and their overall approach to delivering for the people of Manchester. They should be confident in challenging others who are not demonstrating these behaviours and open to challenge when others feel they are not working in this way.

Foster commitment, talent and fresh thinking, challenging yourself and others and take responsibility for their own development and promoting continuous learning.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

**Where the roleholder is disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the role. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.**

**Behaviours, Skills and Technical Requirements**

**Behavioural Competencies – Our Manchester Behaviours**

* We work together and trust each other
* We’re proud and passionate about Manchester
* We take time to listen and understand
* We ‘own it’ and aren't afraid to try new things.
* We show that we value our differences and treat people fairly

**Generic Skills**

* **Communication**: Ability to build and maintain strong networks of support internally and externally and to forge effective partnerships with key stakeholders to deliver the vision for the City and to negotiate, persuade and influence, in difficult and sensitive situations on complex matters.
* **Analytical Skills**: Significant ability to identify and assess risk in the decision-making process and to apply strong analytical reasoning, creative solutions, and non-standard approaches to resolve issues. Has a highly developed ability to read plans accurately and cascade information; interpret highly complex material etc.
* **Performance Management**: Well developed ability to bring about and effectively manage change to improve service delivery and the performance of self and team members.
* **Planning and Organising**: Ability to manage a range of functions and manage multiple priorities with confidence. Has highly developed judgement skills and is able to ensure the work of the team perform effectively to competing deadlines. Can identify and manage resources to undertake tasks required to fulfil the role of the team and deliver quality outcomes.
* **Financial Skills**: Ability and experience of financial management; ability to monitor expenditure.
* **Problem Solving and Decision Making**: Demonstrable ability to make decisions on complex and highly technical matters. To interpret, analyse and assess, independently a range of options to resolve highly complex issues. To continually perform at a high level of achievement and an ability to react quickly and positively to problems with high risk factors and under significant pressure.
* **Creative Skills**: Ability to think creatively and develop solutions that meet both the strategic and specific needs of the service.
* **Strategic Thinking**: Ability to think and act cross-functionally and cross-organisationally, beyond one’s own professional area of specialism, perceiving the wider picture and the implications of short-term decisions for the achievement of long-term strategic goals.

**Technical requirements (Role Specific)**

* Possession of a recognised qualification and be registered under the Competency Scheme Level 4.
* Detailed and extensive knowledge of the Building Control legislative framework and a comprehensive understanding of associated legislation and Council policy that it interfaces with.
* Substantial and relevant post qualification experience in Building Control work of a local authority.