

WHERE  
CAREERS  
THRIVE

When potential  
is unlocked,  
talent *thrives*



West  
Northamptonshire  
Council

Job description and person specification

## Regeneration Manager

### Major Projects and Regeneration, Place Shaping

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



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## **Purpose and impact:**

West Northamptonshire is undergoing one of the most ambitious periods of regeneration in its history. From transforming Northampton town centre through landmark projects like Greyfriars and Four Waterside, to unlocking new housing and employment opportunities at strategic sites such as St James Depot, we are reshaping our places to create thriving, inclusive communities and a stronger local economy.

The Major Projects and Regeneration Team, part of our Place, Economy and Environment directorate, is at the heart of delivering this vision. Working with government, private sector partners and our local communities, we are driving forward projects funded by the Towns Fund, Future High Street Fund, and UK Shared Prosperity Fund, with further opportunities that are made available through future investment programmes.

As Regeneration Manager, you will play a pivotal role in turning this vision into reality. Leading a skilled and motivated team, you will oversee a diverse programme of major regeneration projects—ensuring robust governance, clear reporting to project boards and government, and the development of strong business cases to secure future investment. You'll also help shape the next wave of regeneration by identifying funding opportunities, building strategic partnerships, and championing innovative, place-led approaches that deliver lasting economic, social and environmental impact across West Northamptonshire.

## **Accountable to:**

Head of Major Projects and Regeneration

## **Responsibilities:**

1. Lead and manage a team of professional officers to deliver a diverse range of capital and revenue regeneration programmes and projects, which are of priority to West Northamptonshire Council.
2. Take the lead on regeneration strategies and town centre masterplanning for areas across West Northants working with partners and funders.
3. Take responsibility for the team's delivery of key strategic programmes and projects and ensure robust performance management to Members, SMT, Government Departments and Funders. Anticipate and take any necessary remedial action.
4. Establish, mitigate and monitor risks and performance.
5. Provide strategic support in terms of formulation and implementation of policy leading to new programmes and projects, working with funders and external partners as necessary.
6. Manage strategic partnerships and Boards of the Council, including leading on the Waterside Enterprise Zone and Northampton Forward.
7. Lead officer on the development of business cases, which includes the £24.9m Towns Fund, for the service area.
8. Lead on the strategy and vision of the service area
9. Support other service and operational functions within the Council in the delivery of their services, eg Housing, Finance, Legal, community based projects or services and collaborative working with the private, other public and the voluntary/community sector.

10. Strategic input into formulation and implementation of policy leading to new projects or programmes. Strategic liaison with Funding Bodies as necessary.
11. Deputise as necessary for the Head of Service and attend DMT as necessary.
12. Provide high quality briefings and performance management reports where required to senior managers and Members.
13. Provide strategic support in terms of formulation and implementation of policy leading to new services to business, working with funders and external partners as necessary.
14. Support other service and operational functions within the Council in the delivery of their services, eg Housing, Finance, Legal, community based projects or services and collaborative working with the private, other public and the voluntary/community sector.
15. Lead and manage a multi-disciplinary team and promote the highest professional standards and CPD.
16. Develop and maintain effective business relationships with Members and prepare or manage the preparation of high quality briefs and reports for Cabinet Meetings and other internal Council forums.
17. To ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons and to comply with policies and procedures relating to Health and Safety within the Council.
18. Demonstrate a clear commitment to equality and diversity in both the delivery of services and to staff. Demonstrate awareness and understanding of equal opportunities and other people's behavioural, physical, social and welfare needs and create a working environment where employees will flourish and delivery services to the highest possible standards.
19. To comply with the policies and processes of West Northamptonshire Council the Performance Management Framework, budget management regulations, governance arrangements and human resource policies.
20. To carry out any other duties which fall within the broad spirit, scope, levels and purpose of this job description.
21. To maximise personal productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk, through effective use of Office 365 and our internal IT systems and applications.
22. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.
23. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

## Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

Minimum levels of knowledge, skills experience and qualifications required for this job.

Skills and abilities:	Essential / Desirable	Measured by
The ability to establish, interpret and report complex economic intelligence and to use this effectively in the formulation of strategies, priorities and performance management.	Essential	A, I
A track record of leadership and management including some or all of the components of this post: ie programme and project delivery, business support, enterprise programmes.	Essential	A, I
Experience of implementing project management, governance and performance management regimes.	Essential	A, I
A track record of delivery of results, eg brownfield development, inward investment, retail/industrial/commercial development.	Essential	A, I
Evidence of successful leadership of multi-disciplinary teams.	Essential	A, I
Partnership Management skills, including developing and maintaining successful strategic and delivery partnerships, including experience in leading and managing funding bids and working with national and regional funders.	Essential	A, I
Excellent interpersonal skills, including oral communication, negotiation, presentational skills and relationship management.	Essential	A, I
Ability to work under pressure and deliver results within a fast paced, changing environment.	Essential	A, I
Ability to work proactively on one's own initiative to achieve results.	Essential	A, I
Strong evidence of decision making, creative problem solving and flexibility.	Essential	A, I
Strong track record of leading, motivating and managing teams to achieve outstanding results.	Essential	A, I
Customer focussed "can do" approach.	Essential	A, I

Knowledge:	Essential / Desirable	Measured by
An excellent understanding of the components for successful regeneration, including investment conditions and funding	Essential	A, I

regimes, developer requirements, inward investment, planning issues, access to funding and the current policy environment.		
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<b>Relevant experience:</b>	Essential / Desirable	Measured by
Significant experience of working with Members and within a Political and Corporate environment	Desirable	A, I

<b>Education, training and work qualifications:</b>	Essential / Desirable	Measured by
Educated to degree standard, or equivalent professional experience, in an area related to regeneration or development, which may be either physically related, e.g. planning, surveying, or alternatively policy or economics related.	Essential	A, I

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Day-to-day in the role:

Hours:	37 per week	Primary work base:	One Angel Square
Job family band:	Professional Support 11	Worker type:	Flexible
\Budget responsibility:	Yes, capital and revenue	People management responsibility:	Yes

Working conditions & how we work:

This job entails the following demands:

- **Emotional demands:** the need to be able to prioritise competing requirements effectively and the ability to deal with the emotional demands of staff management and external customer demands.
- **Physical demands:** no requirements such as heavy lifting, but sometimes site visits will necessitate climbing of ladders or heights.
- **Working conditions:** occasional requirement for site or premises visits.

## Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

<b>T</b>	Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
<b>H</b>	High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
<b>R</b>	Respect	we respect each other and our customers in a diverse, professional and supportive environment.
<b>I</b>	Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
<b>V</b>	Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
<b>E</b>	Empower	we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

**“Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture”**



# When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

## The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
- **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
- **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
- **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.

We want you to have balance and be happy.

