



Department:	Chief Executive's
Job Title:	Environment and Net Zero Carbon Programme Lead
Grade:	15
Post Number:	TBC
Service/Section:	Growth Service
Base/Location:	County Hall (currently home based)
Responsible To:	Head of the Growth Service and Major Programmes
Responsible For:	N/A
Key Relationships/ Liaison with:	Corporate and Departmental Management Teams, internal colleagues (particularly Economic Growth, Strategic Property Services, Planning, Highways & Transport, Environment, Carbon Reduction, Public Health and School Place Planning), delivery partners, (developers, contractors and consultants) and other public sector organisations, (including Leicester City Council and district councils). Lead Member for Environment and Green Agenda

Job Purpose (Grade 15)
To coordinate the delivery of LCC's broad and diverse environmental and net zero carbon objectives at a strategic level. To work collaboratively with internal and external stakeholders to ensure productive relationships are in place to deliver LCC's commitments.

Main Duties and Responsibilities - Corporate	
1.	Play leading role in creating organisational culture change by driving innovation, service transformation and continuous improvement in the environmental and zero carbon agendas.
2.	Provide oversight in/support implementation of the Strategic Outcomes and specifically the Green, Clean Environment Outcome
3.	Support the development and delivery of programme governance and relationship management for LCC's environmental and net zero carbon policies, including political commitments enabling the authority to deliver against these
4.	Strategic working with internal and external colleagues and organisations to lead LCC's green agenda.
5.	Ensure that Equality, Diversity and Human Rights considerations are an integral part of all policy development and service delivery.
6.	Ensure the Council's contributes to the wider delivery of sustainable and inclusive growth through active engagement with districts, businesses and

	other key stakeholders
Main Duties and Responsibilities - Specific	
7.	Promote environmental and net zero carbon objectives and identify and engage key personnel across multiple departments, co-ordinating projects and initiatives at a high level.
8.	Lead engagement with Chief Officers and senior managers across the Council to take forward the Council's environment and net zero carbon agendas and work closely with partners to support and facilitate the deliverability of strategic objectives.
9.	Lead the development of effective partnership relations with leaders and senior managers in the environment and net zero carbon sectors as well as other public sector bodies. This will require careful management of sensitive points or conflict and the negotiation of innovative solutions acceptable to a wide range of interests.
10.	Matrix manage multi-functional teams, providing direction and leadership to ensure coordinated delivery of key projects and initiatives
11.	Ensure effective project management techniques are applied including implementation plans, risk controls and performance management arrangements to ensure effective delivery of all project milestones and outputs.
12.	Coordinate development and submission of bids for supporting funding.
13.	Interpret complex information/guidance and prepare reports and presentations and attend/present to internal committees, project boards and external audiences as required.
14.	Provide insight, advice and challenge to colleagues, encouraging best practice and innovation in all activities.
15.	Responsible for protecting and managing information securely, and reporting breaches or suspected information security breaches, in line with Council policies.

Special Factors	
	<ul style="list-style-type: none"> • The nature of the work may involve the jobholder carrying out work outside of normal working hours. • As this job is grade 13 or above, it is responsible for all elements of risk management within its area of control.

This job description sets out the duties and responsibilities of the job at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration

of the grading of the job.

Leicestershire County Council is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

Date Prepared/Revised: 20/09/2019

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	Essential	Desirable	How assessed
Qualifications			
Educated to degree (or equivalent) level in a relevant subject, plus	✓		App/Doc
Significant experience of managing diverse and complex projects/programmes including public and private sector partnerships.	✓		App/Int
And			
Qualification in project, programme or change management such as PRINCE2 or equivalent.		✓	App/Doc
Professional qualification relevant to the role		✓	App/Doc
Or			
Demonstrable experience identified within the section below.	✓		App/Int
Experience			
Experience of leading or managing major corporate and/or multi-agency environmental and/or net zero carbon partnership projects including risk and financial management systems.	✓		App / Int
Experience of delivering/leading strategic economic development programmes at a regional or national/international level.		✓	App / Int
Motivating a team of people, including the ability to develop a clear vision, translate this into a concise plan, deploy resources effectively, set targets, manage underperformance, develop both individuals and the team and celebrate success.	✓		Int

<p>Evidence of building and maintaining critical internal and external relationships with executives/officers showing a mindset and skills to work/evidencing experience of working in a 'matrix' style.</p> <p>Extensive experience of working with senior executive and political leaders, working at a strategic level to influence policy and delivery.</p> <p>Experience of identifying and developing new commercial opportunities to generate income and managing costs effectively.</p> <p>Experience in the development and delivery of major housing, employment sites with a reliance on the definition of major infrastructure requirements.</p> <p>Experience in leading complex negotiations between a range of organisations that leads to accelerated delivery and/or cost savings.</p> <p>Experience in supporting the delivery of multi-million pound schemes and demonstrable actions</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>	<p>Int/Test</p> <p>App/Int/</p> <p>App/Int</p> <p>Int</p> <p>Int</p> <p>Int</p>
<p><u>Knowledge</u></p> <p>Comprehensive knowledge and a proven track record of achievement in a relevant professional environment in at least two of the following areas;</p> <ul style="list-style-type: none"> • Zero Carbon • Sustainability • Transport/infrastructure • Economic development <p>Demonstrable, in depth knowledge of national and local government drivers, structures and priorities relating to the environmental and net zero carbon agendas.</p>	<p>✓</p> <p>✓</p>		<p>App/Int/ Test</p> <p>Int/Test</p>
<p><u>Skills and Competencies</u></p> <p>Excellent verbal and written communication skills, including the ability to prepare and present information to senior leadership teams, Cabinet and Scrutiny Commission,</p>	<p>✓</p>		<p>App/Int/ Test</p>

key partnership boards and at local, regional and national level.			
Able to develop innovative and effective new approaches, using excellent interpersonal skills to promote ideas and gain engagement and commitment of others through negotiation and influencing.	✓		App/Int/ Test
Able to work effectively on multiple projects prioritising activities to meet all deadlines.	✓		App/Int/ Test
Good political awareness, sensitivity and understanding of local political priorities.	✓		App/Int/ Test
Self-motivated and able to work with minimum supervision with a creative, problem solving & solution focused approach.	✓		App/Int/ Test
Demonstrable skills in leading major development projects through complex and politically charged period of delivery.	✓		Int
Demonstrable competence to work independently on major programmes and to confidently take decisions and give compelling advice in a timely/sensitive way.	✓		Int
Other Requirements			
An understanding of, and commitment to Equal Opportunities, and the ability to apply this to all situations.	✓		Int
Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010.	✓		Med

Key: App = Application Form Test = Test Int = Interview	Pre = Presentation Med = Medical Questionnaire Dc = Documentary Evidence (E.g., Certificates)
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Date Prepared/Revised: 15/07/2021