

<b>Job Title</b>	<b>Head of Commercial Development</b>		
<b>Pay Grade</b>	MG4		
<b>Directorate</b>	Place	<b>Division</b>	Regeneration and Sustainable Development
<b>Reports to</b>	Assistant Director of Regeneration		
<b>Budget (£)</b>	<b>Responsible for the effective management of delegated budgets:</b> <ul style="list-style-type: none"> <li>• Revenue budget up to £250K.</li> <li>• Capital programme (including grants) budget up to £3m Per annum.</li> <li>• The Harrow Strategic Development Partnership development programme of over £600m.</li> <li>• Projects and programme delivery.</li> </ul>		
<p><b>Role Purpose</b></p> <p>As a member of the wider Place Directorate Extended Management team, the Head of Commercial Development is responsible for the Council's Commercial position within the £600m Harrow Strategic Development Partnership (HSDP) project and will advise on other development opportunities for Harrow.</p> <p>Harrow Council has a 50/50 share in the Harrow Strategic Development Partnership (HSDP) with Wates Residential. This ambitious programme will deliver over 1200 new homes and associated infrastructure. The HSDP is structured to deliver on the Council's strategic objectives, ensuring the value of sites are optimised.</p> <p>The role will deliver value to the Council through the application of commercial knowledge and experience in the construction industry, to ensure that the HSDP and the Council's other development projects achieve best value.</p> <p>The role line manages the Development Finance Business Partner and Regeneration Coordinator.</p>			
<p><b>Measures of Success</b></p> <ul style="list-style-type: none"> <li>• Building successful working relationships across the Council and beyond to deliver the Council's regeneration programme and excellent placemaking.</li> <li>• Providing insight and challenge to enable robust and sound decision making.</li> <li>• Working creatively to find solutions in order to deliver the Council's regeneration ambitions.</li> </ul>			
<p><b>Climate Vision</b></p> <p>Harrow is committed to helping staff and residents understand the impact of individual/organisational choices on climate. Contributing to our <a href="#">Interim Climate Strategy</a> is an objective for every employee in terms of measuring success.</p>			
<p><b>Tasks / responsibilities</b></p> <ol style="list-style-type: none"> <li>1. Provide specialist commercial input into all phases of the project cycle, from project inception to final account stage.</li> <li>2. Ensure accurate commercial controls exist in relation to development pipeline, actively</li> </ol>			

supporting further acquisition and development opportunities.

3. Facilitate the realisation of opportunities by providing specialist advice and guidance for commercial, budgeting, business planning and modelling.
4. Ensure commercial controls are consistently monitored and tested across each stage at project review level, and at key project gateways and report accurately to DMT as required.
5. Lead project and commercial risk management for the Council's regeneration programme of over £600m in value and support the wider Council as well as Development Managers and Programme Leads as they implement. Continually keep under review.
6. Maintain up to date knowledge and a database on market procurement, frameworks and supply chain engagement strategies to provide value for money.
7. Develop Commercial opportunities within the Council by the active promotion of the Council agenda.
8. Set a strategic vision for all commercial projects, to deliver required outputs to high quality standards within agreed timescales and budgets.
9. Provide financial analysis to inform the development of new opportunities, including investment analysis and advice on pricing, costing and profitability.

This list is not exhaustive, and duties may vary in line with service needs or grade.

### Selection Criteria

#### Qualifications, Knowledge and Experience, Skills, and Behaviours

Role requirements	Essential	Desirable
1. Educated to degree level or equivalent or has the equivalent relevant work experience.	X	
2. Accounting qualification or demonstrable understanding of commercial financial analysis and management	X	
3. Proven track record and appropriate professional qualification of cost management of complex building projects, feasibility modelling, cost planning and risk management, procurement management, contract selection advice and account negotiation.	X	
4. Ability to analyse complex problems, develop business models, investigate and evaluate options and opportunities, advise on full and robust business models, and risk management.	X	
5. Extensive experience of strategic planning, commercial management and negotiations and successful resolution of contractual disputes. Demonstrable experience of establishing and building partnerships and productive working relationships within a political environment	X	
6. A knowledge of project management and of implementing and settling major contract changes and completions.	X	
7. Experience programme /project management techniques including the management of risks, working within deadlines, to budget and the ability to join up information across stakeholders.	X	
8. Experience of managing a mixed and varied workload of conflicting priorities responding effectively to the needs of all		X

customers.		
9. Experience of report writing and communications for a variety of audiences, demonstrating numeracy and literacy, and applying expert knowledge.		X
10. Knowledge of the issues facing local government and those relevant to service/functional responsibilities, together with the legal, financial and political context of public sector management and the statutory responsibilities of this post		X
<b>Other Requirements</b> Able to work flexibly in response to the service needs of a 24/7 local council business and to participate in Duty standby rotas as required.		

<b>Manager Signature</b> Emma Talbot	<b>Employee Signature</b>
<b>Job Title</b> Director Regeneration and Sustainable Development	<b>Job Title</b>
<b>Date</b> 12/02/2024	<b>Date</b>