

PFI Partnerships Manager

Reports to: **Head of Property Services**

Direct reports: **6-7**

Evaluation: **679 points**

Grade: **N11**

Reference: **A5686**

Purpose

To lead the Private Finance Initiative (PFI) team in the Property Services division that provides technical property advice to the Council in accordance with statutory and legal requirements, RICS best practice guidelines and Council protocols and processes.

Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

1. To lead a team of technical and non-technical staff that responsible for the management of the Council's property PFI programme and properties.
2. To be responsible for the management of the Council's Property related PFI programmes and to ensure a smooth and effective handback process as contracts approach expiry, aligned to the Council's Property Strategy and establish future property management arrangements for thee assets.
3. To provide oversight and reporting responsibility of all Council PFI programmes, establishing and maintain robust governance arrangements. Ensuring all PFI activities comply with relevant legislation, policies, and best practices. Conducting regular audits and reviews to ensure the integrity and effectiveness

of PFI governance. Providing robust governance and assurance to elected members.

4. To work with external stakeholders including Government Departments, Non-Departmental Government Bodies, schools, academies, NHS organisations and other public sector agencies in respect of the management of the PFI programmes, through to expiry.
5. To establish and maintain robust governance frameworks for all PFI programmes. Ensuring all PFI activities comply with relevant legislation, policies, and best practices. Conducting regular audits and reviews to ensure the integrity and effectiveness of PFI governance. Providing robust governance and assurance to elected members.
6. To be the Council's lead advisor in the subject area and develop and implement strategies and policies for the Directorate which contribute to and deliver the Council Plan.
7. Develop and lead the implementation of initiatives to manage and optimise the performance of the Council's property assets, ensuring they align with the authority's service delivery goals and financial viability.
8. To be accountable for those budgets related to the subject area, ensuring compliance with the Council's Constitution and Standing Orders and that the Council receives value for money from its expenditure.
9. To lead and contribute to projects and programmes of work, monitoring performance and reporting to elected representatives and senior stakeholders across the Council.
10. To identify requirements and establish processes and procedures that fulfil the Council's statutory and fiduciary responsibilities with respect to the subject area, including health and safety, environmental standards, and planning requirements.

11. To foster partnerships across the public and private sectors to support the delivery of services and drive efficiency.
12. To promote and implement our Equality policy in all aspects of your employment.
13. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.