



Basingstoke  
and Deane



# Development and Regeneration Project Manager

Salary up to £51,623 pa  
Basingstoke and Deane Borough Council

Working in partnership with Ocean Edge Executive Search  
[www.oceanedge.biz/bdbc](http://www.oceanedge.biz/bdbc)

**OCEAN EDGE**  
EXECUTIVE SEARCH





## Your application

**Thank you very much for your interest in the Development and Regeneration Project Manager role at Basingstoke and Deane Borough Council.**

This recruitment pack contains full details of the role and the selection process to assist you in your application.

When submitting your application please ensure you send us:

- A current CV that clearly shows your employment history outlining your achievements, skills and experience.
- A personal statement summarising why you are applying for this role (use the Person Specification to evidence how relevant your application is to the role requirements). Check out our **online guide** for useful advice on how to craft a personal statement.

Please apply at [www.oceanedge.biz/bdbc](http://www.oceanedge.biz/bdbc) before the closing date of **Thursday 11 January 2024**.

If you would like to discuss the opportunity in more detail please feel free to get in touch with Philip Foster using the contact details below.

Philip Foster  
Ocean Edge Executive Search  
[philipfoster@oceanedge.biz](mailto:philipfoster@oceanedge.biz)  
023 8000 1153 / 07881 784997





# Living and working in Basingstoke

**Basingstoke is a thriving high-tech town with high quality facilities and a population of over 185,000, surrounded by picturesque villages and beautiful Hampshire countryside.**

Excellent transport connections, high quality and affordable housing, plus a top-class retail, leisure and culture offer make our borough a great place to live and work offering all the benefits of a city, with a mix of rural and urban living..

In the surrounding areas you'll find the backdrop to Downton Abbey at Highclere Castle, the home of Bombay Sapphire, one of Hampshire's finest chalk streams the River Test, Watership Down made famous in Richards Adam's book of the same name and the birthplace of famous writer Jane Austen.

If you are considering relocating for this role, we can't wait to welcome you to our dynamic Hampshire borough.

## **Basingstoke and Deane offers:**

- **an outstanding location:** conveniently located for access to London with direct rail links and minutes from the M3
- **competitive prices:** rental costs and living costs cheaper than London and Reading
- **the opportunities of a city with the benefits of a town:** fast paced and vibrant Basingstoke is surrounded by picturesque villages and set in the stunning north Hampshire countryside
- **homes to suit everyone:** from a country cottage in a picturesque village to a modern family home or a town centre apartment
- **a great place to live:** 93% of residents love it here with first class shopping, leisure and cultural activities, including regionally renowned concert hall
- **a dynamic business community:** including Eli Lilly and Company, The AA, De La Rue PLC, Fujitsu, Genus, Reassured, RingGo, Sony, Tech Data and Vitacress Salads Limited.

Take a look at [www.lovebasingstoke.co.uk](http://www.lovebasingstoke.co.uk) to discover more about the local area and why it's such a great place to visit, live, work and invest in.

# About Basingstoke and Deane Borough Council

**Basingstoke and Deane Borough Council has a strong track record in delivering a range of good quality services and making improvements for the borough. Resident satisfaction with both the place and the council is high.**

Compared to most local authorities, the council is in a strong financial position, with prudent financial management resulting in significant income streams, revenue and capital reserves and no borrowing. Unlike many other councils, we have large commercial property and cash investment portfolios making us less reliant on government funding and council tax. The income from property rents is more than double the income from council tax and key to maintaining services whilst keeping council tax low. We are extremely ambitious, investing in the borough's future to ensure it remains a place where people choose to live and work and businesses can flourish.

The council is incredibly fortunate to have highly committed councillors, staff and partner organisations who work well together and have repeatedly demonstrated the willingness to go above and beyond for the borough and its communities.

Coming out of the pandemic, with the ongoing challenge of the increasing cost-of-living and the continuing need to do more to address climate change, we have been refreshing our key plans and approaches to ensure we can best deliver for our communities into the future.

The updated Council Plan 2023-2027 approved in October 2023 and found at [www.basingstoke.gov.uk/councilplan](http://www.basingstoke.gov.uk/councilplan) outlines our vision for future years, including how we will deliver key priorities.







# A masterplan for regeneration

**As a forward-looking local authority, we are committed to ensuring the borough is a place where people can live well and businesses can flourish.**

While we are delighted with the 93% satisfaction level with the borough as a place to live recorded in the latest residents' survey, now is a pivotal moment as we deliver on our ambitious plans for the future development of our area.

We have an ambitious vision to deliver a more vibrant and attractive borough by 2033, and one with a strong, diverse economy that is recognised nationally and internationally as an excellent location for business.

As Development and Regeneration Project Manager, you will play a key role in delivering our regeneration programmes including Basing View, Basingstoke Leisure Park and Basingstoke town centre, that are set to reshape our borough and ensure future generations continue to enjoy an excellent quality of life and environment.



## Basing View

Basing View is a 65-acre urban business park in the heart of Basingstoke, a short walk from the railway station and town centre. A programme of major redevelopment is transforming Basing View and opening up a wide choice of business space options for companies of all sizes from SMEs to international corporates.

As the freeholder, the council is playing a key role in helping promote and stimulate new investment in the area and is committed to investing long term in Basing View.

The business district is currently home to more than 180 national and international businesses, as well as a growing SME community and will be home to a new state-of-the-art 5G Living Lab. Around 4,500 people currently work at the park, and it is envisaged that the regeneration project has the potential to double the number over the next 15 years.

To date around £50 million has already been invested at Basing View, including improving shared open space and landscaping along with developing a Waitrose store and a new 45,000-sqft headquarters for Eli Lilly and Company.

The regeneration has also helped facilitate other local developments, including the 60,000 sq ft Florence Building, let to Sovereign Housing Association, and a Village Hotel with gym, restaurant, swimming pool and Starbucks coffee shop.

A number of new Grade A offices are planned or being developed to meet current and future demand in the Thames Valley and M3 corridor.

PLANT, formerly Mountbatten House, is scheduled to open in Summer 2024 and is the latest offer, setting a new benchmark for Basingstoke, offering 140,000 sq ft of best in class office space in a unique environment with each office having access to communal gardens and roof terraces.

Most recently the council has enabled The AA to relocate to PLANT by negotiating a surrender of their current lease on Fanum House, releasing a landmark site totalling 7.8 acres for redevelopment.

We continue to explore opportunities to work with development partners to deliver the remaining Grade A office schemes at Basing View. For more information see [www.basingview.co.uk](http://www.basingview.co.uk)





## Basingstoke Leisure Park and Aquadrome

We are looking into opportunities to regenerate Basingstoke Leisure Park - a 62-acre council-owned site that includes a water and leisure complex, bowling alley, cinema, ice-rink and living history museum located in the heart of the town.

The leisure park is a well-loved facility enjoyed by many residents and their families, but it needs updating and improving as the facilities were mostly developed in the 1980s and 1990s.

After a public consultation in spring 2022, proposals have been drawn up to reinvigorate the leisure park with exciting new attractions, green spaces to relax in, and a range of free outdoor activities.

We have developed a masterplan for the leisure park to set an overall vision, and guide future development proposals. This includes securing new uses and investment into the site, whilst aligning with the emerging plans for Basingstoke town centre which could see an increased leisure offer and other proposals to link up leisure facilities, open spaces and heritage attractions in the area.

The council's property advisers have already seen lots of interest from different types of leisure operators, who want to bring the latest activities and experiences to Basingstoke. Among the types of new attractions that operators have already expressed an interest in bringing to the leisure park are active leisure, health and fitness facilities, indoor golf and even waterparks.

Now the council is inviting more detailed proposals by marketing new development plots on the unused land at the park to the leisure industry.

The well-used Aquadrome is a council facility, which is managed by Basingstoke and Community Leisure Trust and run by Serco. The council is proposing to build a new water and leisure complex, so it will remain a popular facility for future generations to enjoy. A new facility would represent a significant investment in Basingstoke and the health and wellbeing of local people. The business case for the new water and leisure complex is currently being finalised.

Negotiations are also currently under way with Great Wolf Resorts on a proposed resort themed offer comprising a 500-bedroom hotel, an indoor water park, and conference facilities adjacent to the Leisure Park.

As the leisure park is less than a mile from Basingstoke Railway Station and the town centre, the masterplan proposes improved pedestrian and cycle access routes within the park itself to encourage more people to walk, cycle or use public transport to get there.

For more information see [www.basingstoke.gov.uk/leisureparkproposal](http://www.basingstoke.gov.uk/leisureparkproposal)



## Basingstoke town centre

Basingstoke town centre has seen a significant amount of development over the last 20 years. Festival Place shopping centre was developed in 2002 creating a regionally dominant shopping destination and the council invested £22 million regenerating The Malls shopping centre in 2011.

High streets across the UK continue to experience the effects of changes in shopping habits. Although Basingstoke town centre, including Festival Place and The Malls, had success in attracting investment and new retailers in recent years, town centres across the country continue to face significant challenges, such as a decline in footfall and shop closures. Working with partners we have developed an ambitious strategy to regenerate the town centre area. Along with improvements to the public areas and work to encourage people to visit the town centre, the vision and masterplan for Basingstoke has been drawn up to set the future direction for the town centre over the coming decades.

Following extensive public consultation, the vision is for the area to become a more vibrant destination with independent shops and cafés, arts and cultural space and green areas in order to provide an open air alternative to the shopping malls.

A new masterplan opens up development opportunities for a dynamic mix of retail, mixed use, residential and office uses and has the potential to deliver:

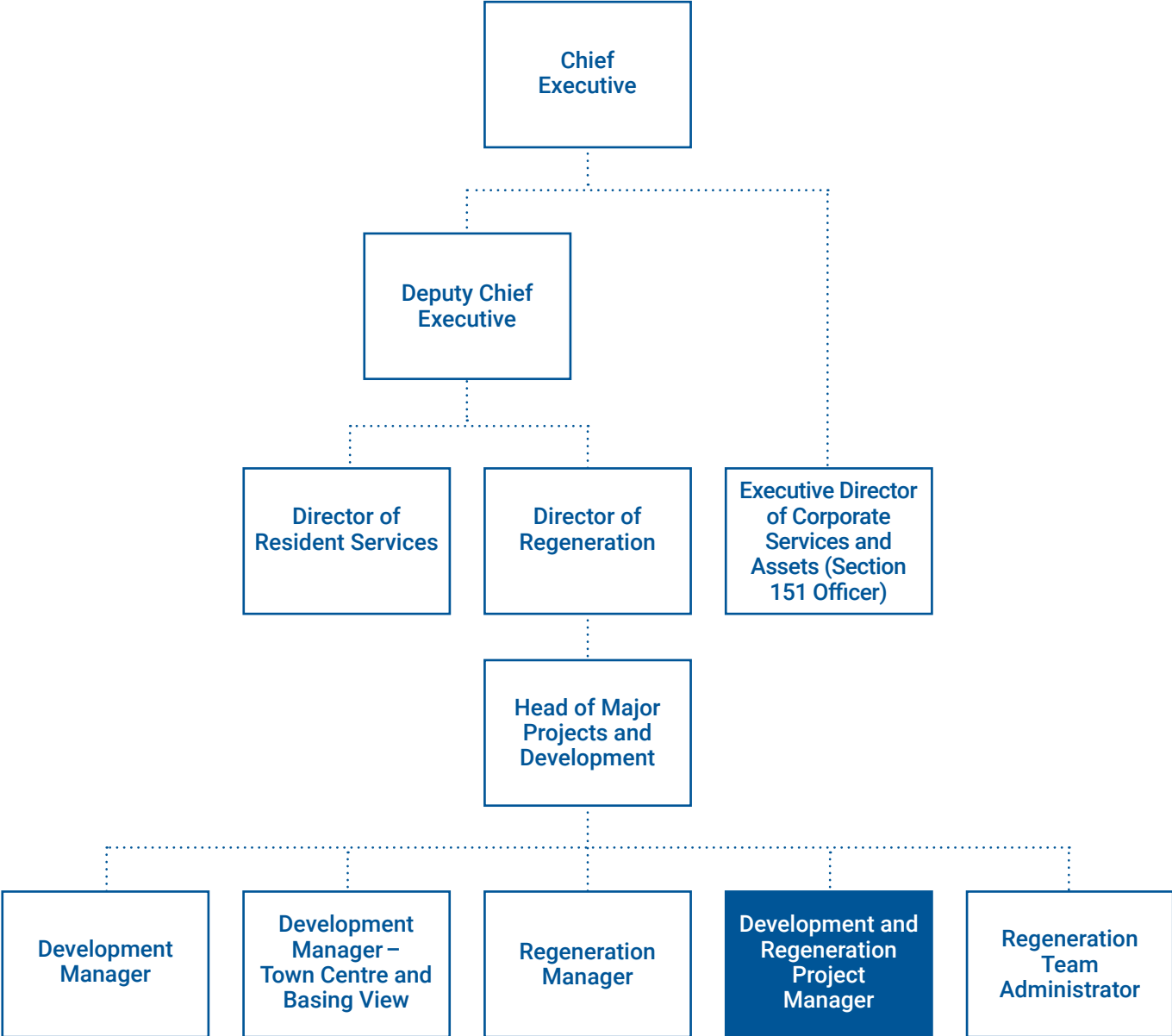
- 1,800 homes
- 220,000 sq ft of workspace (including potential for new Public Sector Hub)
- 190,000 sq ft of town centre uses
- 59 development opportunities across eight areas.

For more information see [www.basingstoke.gov.uk/towncentrefuture](http://www.basingstoke.gov.uk/towncentrefuture)





# Senior management structure





# Role Profile: Development and Regeneration Project Manager

**Salary grade: £47,765 - £51,623 pa**

Directorate Regeneration. Responsible to Development Manager.

## Main purpose of job

1. To manage the implementation of a portfolio of development and regeneration projects across the borough and work collaboratively across the council to ensure that projects aim to positively address inequalities, market failure and create sustainable, resilient communities.

## Main responsibilities

1. The role includes developing, commissioning, managing, delivering and evaluating projects within the programme, building and maintaining effective partnerships with strategic partners and local stakeholders, ensuring projects and programmes are focused on achieving the identified outcomes.
2. The postholder will be required to manage projects in accordance with the council's robust programme management and governance arrangements to ensure project objectives and outcomes are realised.
3. To lead on managing the budget for the project including responsibility for identifying and monitoring income related to the projects including awarded grants, monthly monitoring and claims in accordance with the council's financial procedures.
4. To be responsible for managing developers/contractors and temporary project staff as they are working with council colleagues, politicians and residents or businesses.

## Key tasks

1. To lead on the development and implementation of specific project work packages, adopting good design and project management practices, actively engaging with internal and external partners and stakeholders to address issues and achieve strategic outcomes.
2. To oversee the delivery of masterplans and strategies, closely working with internal teams and external stakeholders, particularly councillors and relevant community groups to develop priorities that reflects a locally shared vision.
3. To identify and lead the development and delivery of regeneration projects, within approved budgets. This will include managing procurement processes, including OJEU.
4. Undertake monitoring of capital and revenue budgets and investment funding.
5. To work with joint venture partners and communities to deliver innovative and forward thinking projects, based on pre-determined priorities.



6. To identify revenue implications for projects and sources of income to ensure that capital projects are viable and deliverable.
7. To be responsible for assessing and managing cost and project risk.
8. To commission consultancy and other services, including the preparation of Invitation to tender briefs. To manage those consultancies to ensure that the deliverables identified in the briefs are received on time and budget.
9. To work collaboratively with the Local Planning Authority in particular, attending and contributing to pre-planning application processes to ensure the best outcomes and secure permissions.
10. To develop positive and cohesive relationships through working with a range of networks and partnerships in the borough, (and cross borough), to promote, facilitate, develop and deliver plans and projects to achieve business and growth objectives. To act as the main point of contact for internal and external stakeholders for the project/s, maximising opportunities to innovate and develop improvements to delivery.
11. To ensure inclusive communications, consultation and engagement, respond to stakeholder issues (including press enquiries, councillor enquiries and FOIs), and ensure stakeholders' expectations are managed, in the context of the design and delivery of high profile, potentially contentious, projects. This will involve supporting the coordination of website information and all forms of social media connected to a particular project.
12. To organise and administer sensitive strategic meetings and other communications with internal and external stakeholders, demonstrating an awareness of political sensitivities and an understanding of conflicting stakeholder priorities, working at a high level of advocacy and sensitivity in dealing with contentious information.
13. To deputise, as required, for the Development Manager and other team members. Attend and contribute at meetings in a wide range of settings such as site meetings, consultation events and public meetings.
14. Ensure that service delivery complies with current regulations, accepted professional standards, the council's policies and procedures and appropriate legislation (including legislation on data protection, equalities, health and safety and safeguarding children and vulnerable adults).

## **Special features and/or equipment (anything 'out of the norm')**

1. Due to the nature of the work, evening and weekend work will be required.

This document sets out the main dimensions of the job it describes. It does not define all individual tasks, which may be expected to change from time to time to meet operational needs.



# Person Specification

Please consider how you meet the following criteria to help inform your application and don't forget to include this in your personal statement.

## Qualifications and experience

Academic, technical and professional

	Essential	Desirable	Measured by
Degree level qualification and/or formal industry recognised qualifications.	✓		Certificate
Project Management qualification (PRINCE 2 practitioner) or equivalent qualification	✓		Certificate
Membership of an appropriate professional body such as RICS, RTPI, CIOB or RIBA or evidence of continued professional development (CPD)		✓	Certificate

## Work Experience & Attainments

Previous work experience relevant to the job

	Essential	Desirable	Measured by
Proven experience of performing effectively in a similar commercial development role	✓		Application/ interview
Significant skills and experience in business analysis, commercial and mixed-use regeneration projects and/or project management	✓		Application/ interview
Extensive experience in the preparation of reports for senior management.	✓		Application/ interview
Creative and innovative and able to apply this to produce business relevant solutions.	✓		Application/ interview
Experience of successful participation in corporate management and the development of corporate objectives, policies and strategies.		✓	Application/ interview
Excellent communication skills at all levels, including oral and written, with proven experience delivering presentations and briefings in order to influence others.	✓		Application/ interview
Excellent negotiating skills	✓		Application/ interview



## Skills and Competencies

	Essential	Desirable	Measured by
Ability to act strategically and corporately, with a creative and innovative approach to problem solving and project management in demanding circumstances.	✓		Application/ interview
Demonstrates the ability to manage significant project budgets.	✓		Application/ interview
Ability to act flexibly, corporately and collaboratively.	✓		Application/ interview
Ability to project manage effectively complex and cross-cutting service developments, building consensus to deliver the outcomes to the Council's requirements.	✓		Application/ interview
Evidence of good interpersonal skills in a project management context.	✓		Application/ interview

## Planning & Organisation

Achieves results in quality, timely and cost effective way. Sets priorities and plans, monitors progress.

	Essential	Desirable	Measured by
Ability to act strategically and corporately, with a creative and innovative approach to problem solving and project management in demanding circumstances.	✓		Application/ interview
Demonstrates the ability to manage significant project budgets.	✓		Application/ interview

## Team Working

Can get things done through others. Participates and co-operates with team.

	Essential	Desirable	Measured by
Ability to act flexibly, corporately and collaboratively.	✓		Application/ interview
Ability to project manage effectively complex and cross-cutting service developments, building consensus to deliver the outcomes to the Council's requirements.	✓		Application/ interview
Evidence of good interpersonal skills in a project management context.	✓		Application/ interview

## Circumstances

Location, flexibility and mobility; other circumstances specific to the job

	Essential	Desirable	Measured by
An enthusiastic ambassador for the Council, its stakeholders and partners.	✓		Application/ interview
Personal credibility which will command the respect and confidence of Members, senior managers, staff, external partners and other stakeholders.	✓		Application/ interview
A clear understanding and knowledge of the working of local government including its legal, financial, social and political context.		✓	Application/ interview

## Leadership Behaviours

	Essential	Desirable	Measured by
<ul style="list-style-type: none"> <li>• Enthuses, motivates and inspires others</li> <li>• Leads by example</li> <li>• Communicates the vision</li> <li>• Helps others to understand how they contribute</li> <li>• Helps others to recognise their performance</li> <li>• Prioritise and manages resources effectively</li> <li>• Fosters a customer centred ethos</li> <li>• Advocates flexibility and change</li> <li>• Actively breaks down barriers to delivery</li> <li>• Has a collaborative style</li> <li>• Builds and manages effective relationships</li> <li>• Encourages others to realise their own potential</li> <li>• Coaches and mentors effectively</li> <li>• Promotes and supports the development of others</li> <li>• Champions and advocates innovation</li> </ul>	✓		Application/ interview



# Benefits

**As well as a competitive salary you will enjoy a range of employee benefits including:**

- Local government pension scheme
- Health and wellbeing programme
- Healthcare Cash Plan
- Employee Assistance Programme
- Discounts platform
- Free car parking
- Salary sacrifice schemes - cars and bicycles
- Travel discounts

In addition, we also offer:

- Flu vaccination service
- Long service awards
- Travel loans
- Professional qualification scheme
- Free tea and coffee

# Development and Regeneration Project Manager terms and conditions

<b>Salary package</b>	£47,765 - £51,623 pa (5 increments within the grade).																				
<b>Annual leave</b>	Annual leave allowance of 28.5 days. Holiday allowance increases after 5, 10, 20 and 30 years, up to a maximum of 37.5 days.																				
<b>Contract type</b>	Permanent																				
<b>Hours</b>	37 hours per week This role is eligible for hybrid working with an ability to work from home.																				
<b>Pension scheme</b>	<p>Local Government Pension Scheme. The council contributes approximately 17.7% of your salary towards your pension. Your contributions will be based on your actual annual salary. The rates valid from 1 April 2023 are:</p> <table border="1"> <thead> <tr> <th>Actual or assumed pensionable pay</th> <th>Contribution rate</th> </tr> </thead> <tbody> <tr> <td>Up to £16,500</td> <td>5.5%</td> </tr> <tr> <td>£16,501 to £25,900</td> <td>5.8%</td> </tr> <tr> <td>£25,901 to £42,100</td> <td>6.5%</td> </tr> <tr> <td>£42,101 to £53,300</td> <td>6.8%</td> </tr> <tr> <td>£53,301 to £74,700</td> <td>8.5%</td> </tr> <tr> <td>£74,701 to £105,900</td> <td>9.9%</td> </tr> <tr> <td>£105,901 to £124,800</td> <td>10.5%</td> </tr> <tr> <td>£124,801 to £187,200</td> <td>11.4%</td> </tr> <tr> <td>More than £187,200</td> <td>12.5%</td> </tr> </tbody> </table>	Actual or assumed pensionable pay	Contribution rate	Up to £16,500	5.5%	£16,501 to £25,900	5.8%	£25,901 to £42,100	6.5%	£42,101 to £53,300	6.8%	£53,301 to £74,700	8.5%	£74,701 to £105,900	9.9%	£105,901 to £124,800	10.5%	£124,801 to £187,200	11.4%	More than £187,200	12.5%
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<b>Life Assurance</b>	Three times your actual annual pay (only applicable to employees contributing to the pension scheme).																				
<b>Car parking</b>	Free parking is available on campus.																				



# To apply

Please apply to our recruitment partners Ocean Edge Executive Search online at [www.oceanedge.biz/bdbc](http://www.oceanedge.biz/bdbc)

If you would like a confidential discussion about this opportunity please call Philip Foster on **023 8000 1153 / 07881 784997**.

## Key dates

- The closing date is **Thursday 11 January 2024**.
- The first round of interviews will take place week commencing **15 January 2024**.
- Final interviews will take place in person at the Basingstoke and Deane Borough Council offices during the week commencing **5 February 2024**.