

JOB DESCRIPTION

Job Title:	Implementation Director - Local Government Reorganisation
Grade:	18
Post Number:	27423
Base/Location:	County Hall, Glenfield, Leicester
Responsible To:	LLR Implementation Team Employing authority: Leicestershire County Council Line Manager: Implementation Team Leader (SRO)
Responsible For:	Leicester, Leicestershire and Rutland Local Government Reorganisation Programme Management Office
Key Relationships/ Liaison with:	Chief Executives, senior officers and transition leads across LLR Members of the Joint committee and Shadow Authority MHCLG Partner Organisations and Members of Parliament

Job Purpose

The Implementation Director will provide strategic programme direction, system Programme Management Office (PMO) leadership and oversight for the successful delivery of the Local Government Reorganisation (LGR) programme for LLLR. The role ensures that the transition to the new Unitary Council(s) is well planned, coordinated, and executed effectively, enabling the delivery of improved services through transformation, public service reform, stronger governance, financial sustainability and ultimately improved outcomes for residents.

There are currently ten councils providing a wide range of services to residents in LLR. You will lead the effective management of the transition to, and implementation of, the new Councils. You will build on what the current councils do well, making the most of synergies and making key local government services more efficient and effective for many years to come.

Key success factors:

- Establishment of transitional governance arrangements, including Joint Committee, Shadow Authority and Implementation Team.
- Strong focus on delivering a clear, costed and timebound implementation programme for LGR across LLR, in line with the government agreed proposal.
- New authorities established and operational by the agreed go-live date.
- Safe and legal transition with minimal disruption to residents, businesses and frontline services.
- Robust programme governance, systems, and operating models in place,

including PMO, that incorporates all current councils to effectively govern and lead the implementation.

- Ensure effective communication, engagement and involvement for the LGR Programme with workforce, residents, partners and stakeholders.
- Risks and issues managed effectively, and compliance maintained throughout transition.
- Work collaboratively with all partners to ensure new authorities established as credible, sustainable, and future-focused.
- Post vesting day roadmap to deliver agreed public sector reform

Main Duties and Responsibilities	
1.	Programme leadership Align constituent Councils with the following initial key objectives: • Reporting to the Implementation Team, ensuring system PMO leadership, strategic alignment and accountability at the highest level. • Providing programme-wide strategic direction, ensuring that implementation activities are coherent, prioritised, and aligned with agreed outcomes. • Engaging with elected and officer representatives from each constituent authority, translating strategic direction into operational delivery and guiding teams on required outputs. • Leading the system PMO, designing its future structure, resourcing, and function to support delivery across all workstreams. • Overseeing programme and project delivery, including risk and issue management and escalation, task co-ordination, and performance monitoring to ensure programme milestones are being met. • Secure resources for programme delivery and establish joint implementation teams • Facilitating consistent communication and reporting, enabling timely decision-making and transparency across the programme • Keep the workforce, residents, businesses and wider stakeholders fully informed of the programme's progress.
2.	Strategic planning and delivery • Accountable for LGR system level programme design and implementation, managing complex stakeholder relations across the councils, partners and communities, ensuring that the transformation is delivered on time, within budget and aligned with key agreed objectives. • Alignment of LGR with devolution vision, including the Spatial Development Strategy and the Foundation Strategic Authority
3.	Stakeholder management • Maintain effective relationships with senior leaders from all councils, including Elected Members to ensure a productive transformation environment is created. • Facilitate the making of key organisational design decisions Communications to partner organisations and users of council services to deliver service continuity on vesting day.

4.	Change and culture Build organisational capacity, foster a culture of collaboration and innovation, and ensure that risks are actively managed so that the reorganisation delivers its intended benefits.
5.	Resource and financial management - Ensure optimal utilisation of all allocated programme resources, to maintain delivery pace and quality. - Establish clear programme planning arrangements to balance capacity and capability across the system level PMO.
6.	Risk and compliance - Develop and maintain a comprehensive risk management framework for the LGR implementation, ensuring early identification, escalation and mitigation of strategic, operational and financial risks. - Ensure business as usual delivery of the existing councils is protected and fully accounted for in transition arrangements.
7.	Legislation and Governance Ensure suitable legislative orders are in place and adhered to establish governance arrangements for the new council(s).

Special Factors

The nature of the work may involve the post holder 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 post is politically restricted therefore the postholder is disqualified from undertaking certain political activities under the Local Government Officers (Political Restrictions) Regulations 1990.

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.

Date Prepared/Revised: July 2026

PERSON SPECIFICATION

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	Essential	Desirable	How assessed
<u>Qualifications</u>			
Educated to degree level with a relevant management qualification and/or appropriate professional qualification.	✓		Doc/App
<u>Experience</u>			
Proven track record of leading large-scale, complex transformation and/or reorganisation programmes, within the public sector, involving multiple stakeholders.	✓		App/Int
Experience of working as a senior leader in a large and complex organisation with comparable scope, responsibilities, budget and resources.	✓		App/Int
Experience of working at senior leadership level, advising and influencing politicians, or equivalent governance structures.	✓		App/Int
Strong background in organisational change and redesign, including workforce and digital transformation.	✓		App/Int
Demonstrable success in delivering major change programmes on time, within budget, and achieving agreed outcomes.	✓		App/Int
Evidence of financial expertise, including commercial astuteness and driving efficiencies and effectiveness.	✓		App/Int
Experience of stakeholder communication and engagement on a large scale and	✓		App/Int

working in an environment that has challenges of change resistance. Significant evidence of ensuring good governance - responsive to the present and future needs of the organisation. Evidence of a successful track-record of creating compelling visions and successfully translating clear goals and objectives to deliver outcomes that make a positive difference. This will include anticipating and taking account of drivers for change, assessing and managing risk and motivating senior managers and other key stakeholders to plan for, drive through and evaluate the impact of change processes. Evidence of operating effectively and openly with the skills to develop productive working relationships with senior leaders and Councillors that commands respect, trust and confidence. Ability to create environments for innovation, different thinking and creative solutions to complex problems to emerge. Ability to maximise the use of technology for personal and programme effectiveness. Strong commitment to public service values, equality, diversity, and inclusion.	✓ ✓ ✓ ✓ ✓ ✓		App/Int App/Int App/Int App/Int App/Int App/Int
<u>Knowledge</u> Detailed knowledge of LGR legislation, regulation and processes. In-depth knowledge of local government structures, statutory responsibilities, and service delivery. Comprehensive knowledge of the principles and practice of: • effective people management; • excellent customer service; • continual improvement using an evidence-based approach; and, appropriate risk management.	✓ ✓ ✓		App/Int App/Int App/Int

<u>Skills and Competencies</u> Exceptional programme and project management skills, with the ability to align complex workstreams. Strong leadership and people management skills, with the ability to inspire, motivate, and build consensus outside circle of influence/control. Strong political acumen and the ability to operate effectively in a highly visible and politically sensitive environment. Ability to manage your own personal resilience and wellbeing at a leadership level and promoting positive leadership practice. Strong interpersonal and influencing skills to unlock and stimulate opportunities and willingness for collaboration. Ability to quickly interpret diverse information to make decisions and make appropriate short- and long-term plans to solve problems often in a complex and ambiguous environment. Ability to meet agreed delivery targets through the mobilisation of human, physical and financial resources.	✓ ✓ ✓ ✓ ✓ ✓ ✓		Int Int Int Int Int Int Int
<u>Other Requirements</u> An understanding of, and commitment to equality, diversity, and inclusion. Demonstrate the Council's values at all times and actively promote them in others. Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010	✓ ✓ ✓		Int Int Med

Key: App = Application Form Test = Test Int = Interview	Pre = Presentation Med = Medical Questionnaire Dc = Documentary Evidence (E.g., Certificates)
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