

Post Specification

Post Specification - Key Information

- **Post Title: Project Lead – Waste Harmonisation Programme (WHP)**
- **Date: August 2026**
- **Post Group Number: 6277**
- **Job Family: Organisational Support**
- **Job Family Role Profile: OS15**
- **Final Grade: 15**

To be read in conjunction with the job family role profile.

Service Area Description

The Waste and Streetscene team are responsible for the delivery of Westmorland and Furness Council's Waste Harmonisation Programme (WHP) with approximately £15m per annum revenue and forms part of the Councils Medium Term Financial Planning savings of 1 million per year over three years. Westmorland and Furness Council is undertaking a step change in its modernisation and efficiency programme. The Waste and Streetscene team is fundamental to the success of this through the delivery of the Waste Harmonisation programme that directly support the communities of Cumbria and also in the delivery of the new operating model

Purpose of this Post

- Lead the development and delivery of the WHP from current to new operating model for Westmorland and Furness.
- Directly contribute to influencing successful difficult change activity.
- Manage delivery of teams in scope across any or all stages of project life cycle.
- Work with the service managers to undertake the procurement and management of significant contracts or multiple smaller contracts at any or all project life-cycle stages from initial feasibility to completion and handover.
- Work across the Waste, Environment, Climate and Ecology Directorate teams to ensure dependencies of the WHP are known and impacts are managed. Manage the activities of both internal colleagues and external suppliers as required to ensure project delivery.
- Contribute to savings and efficiencies required as part of the new ways of working.

Key Job Specific Accountabilities

- Pro-actively manage project delivery to high-quality standards on time and within agreed budgets. Adopting an open and balanced approach to active risk management and escalation.

- Ensure compliance with all relevant statutory requirements, financial controls, standing orders, procurement procedures, contract requirements and grant conditions.
- Ensure all projects are delivered in line with Westmorland and Furness programme management requirements and industry best practice.
- Actively participate in the continuous improvement and development of increased efficiency by pro-actively sharing project management expertise and promoting a culture of high-quality project delivery.
- Undertake and manage engagement activities across a wide diversity of internal and external stakeholders including residents, elected members, council officers, partner agencies, local businesses and central government.
- Work with data and insights officers to support options for delivery and decision making.
- Work with operational teams to enable council departments to effectively implement the changes.
- Ensure that digital and customer service activity are aligned with the new operating model.
- Provide reports and briefings on progress updates against project timelines to multiple audiences as required.

Key Facts and Figures of the Post

- **Budget Responsibilities:**
 - Projects and programmes with a value of £20 million per annum.
- **Staff Management Responsibilities:**
 - Lead project teams through matrix management arrangements.
 - Manage medium size and complex teams of external staff working under contract to Westmorland and Furness Council.
- **Other:**
 - The post-holder must be equally confident at all project stages from inception to completion or be committed to their own development to enable this confidence to be built.

Essential Criteria

- **Qualifications:**
 - Relevant degree or equivalent in related professional discipline, or equivalent relevant demonstrable experience.
- **Knowledge:**
 - Knowledge of local authority procurement.
 - Developed project, programming and risk management skills including familiarity with either APM (BOK) or Prince 2 methodology.
- **Experience:**
 - A strong track record in the delivery of projects.
 - Experience of managing public facing projects and programmes subject to interest by local communities and the media.
 - Demonstrable experience of working with a range of external and internal stakeholders including external funding bodies.
 - Experience of working in a commercial environment and commitment to the delivery of value for money public services.
- **Expertise:**
 - Awareness of and commitment to the requirements of waste management regulations.

Disclosure and Barring Service (DBS) Checks

- This post does not require a DBS check

Job Working Circumstances

- **Emotional Demands:** Minimum exposure
- **Physical Demands:** Normal effort required
- **Working Conditions:** No additional demands
- **Other Factors:** No additional factors

Other Factors:

None.