Job Description

Job Title:	Senior Consultant (Technical / Estates)
Division:	gbpartnerships consult, part of the gbpartnerships group
Reports to:	Managing Consultant or Principal Consultant
Line Manager to:	Junior Consultant(s) as the team grows, following successful completion of probation
Hours & Location:	37.5h per week, bespoke flexible working arrangements will be considered. North West location is preferred but not required. Hybrid working with regular national travel.

Job Description:

What we expect from this role:

gbpartnerships consult (gbp consult) helps health, local authority and wider public sector clients plan, fund and deliver better buildings and services. Our estates and capital projects work helps clients understand their estate, plan investment and deliver new and improved health and care facilities.

As an estates and capital projects specialist, you will lead the technical estates input to our projects. This includes estates strategies and condition and utilisation reviews, client-side project management of capital schemes, technical input to business cases, and design briefing and assurance against Health Building Notes (HBN) and Health Technical Memoranda (HTM). You will work closely with our Managing and Principal Consultants and with colleagues across the gbpartnerships group, and help us keep our methods, templates and ways of working consistent and of the highest quality.

You will also be part of a friendly, collaborative team. You will lead your own projects and workstreams, advise colleagues on technical estates questions, and coach less experienced team members.

What you will be required to do:

Estates and Capital Projects Specialism: In your role as an estates and capital projects specialist, you will:

- Lead estates strategies and estate reviews, including condition, utilisation, compliance and backlog maintenance assessments, and turn the findings into clear, prioritised recommendations.
- Provide client-side project management of capital schemes, from inception and feasibility through design, procurement and construction to handover and post-project evaluation, working within NHS governance and approval processes.
- Lead the technical estates input to business cases at each stage (Strategic Outline Case, Outline Business Case, Full Business Case and Short Form Business Case, as required), including schedules of accommodation, design and cost information, programme, procurement route and delivery risk, working with our finance specialists.
- Prepare and review design briefs, and provide design assurance on schemes, including compliance with HBN, HTM and other relevant standards and guidance.
- Advise clients on procurement routes and frameworks, including ProCure23 and other public sector frameworks, and on NEC and other standard forms of contract.
- Manage and co-ordinate design teams, cost consultants, contractors and other advisers on behalf of clients, so that schemes are delivered to time, cost and quality.

- Read and interpret drawings, specifications and construction information, and review cost plans and programmes, challenging these where needed.
- Apply the principles of sustainable design and development, including the NHS Net Zero Building Standard, to your advice.
- Present findings and recommendations to client estates teams, boards and approval panels.
- Prepare costings, fee estimates and technical content for proposals and bids, working with the Managing and Principal Consultants.
- Review the technical work of Junior Consultants and Analysts, and provide advice, support and training to colleagues on estates and capital projects.
- Stay up to date with developments in NHS estates policy, capital funding and approval processes, Building Regulations, the Building Safety Act and technical guidance, where these affect our work.
- You may also be required to lead or contribute to the design, management and implementation of other consulting projects, typically taking direction from the Managing Consultant or Principal Consultant responsible for the overall client relationship or project.

In addition to your specialist contribution, you are expected to support the following areas of our work.

PROVIDE Leadership: We thrive on delighting our customers and helping each other reach our full potential. Your responsibility is to:

- Represent gbp consult in your project work and in your dealings with clients.
- Lead the engagement with clients to scope the estates and capital projects elements of the projects to which you are assigned, clearly setting out deliverables, expectations, assumptions and resource needs.
- Take accountability for the tasks and projects under your charge, planning and managing your own work as well as the work of Junior Consultants where appropriate, and working independently when required.
- Coach and mentor Junior Consultants in the performance of their tasks, while developing your own leadership and coaching skills through your work with the Principal Consultants, Managing Consultants and other senior members of the gbp group leadership team.

CONTRIBUTE to Market Making: We want to be leaders in our chosen markets and the ‘go-to’ consultancy for our clients. Your responsibility is to:

- Maintain awareness of changes in the markets in which we work, such as changes to NHS capital funding, approval routes and estates policy, and help the Managing and Principal Consultants develop new opportunities.
- Lead aspects of client account plans and help build relationships with members of the client team, including client estates and capital projects colleagues.
- Help produce high quality bids and proposals, including costings, and support colleagues in presenting these to clients.
- Contribute to our thought leadership and marketing, for example articles, LinkedIn posts, case studies and client testimonials.
- Help develop and deliver internal and client training on estates and capital projects.

DELIVER Operational Excellence: To remain current, we must deliver excellence and build on it. For the projects (or parts of projects) for which you are responsible, your responsibility is to:

- Plan, develop and clearly communicate the workstreams, tasks, activities and resources needed for your work.
- Monitor progress and make sure your work is delivered on time, to quality and within budget.

- Identify and manage project risks, and propose timely action to avoid problems.
- Promote a culture of learning across everyone working on your project.
- Take editorial responsibility for project reports and deliverables, writing or leading the writing of reports as needed.
- Quality assure the deliverables on your projects, including technical reviews of drawings, cost and programme information.
- Support project reviews at the end of each project and help put lessons learned into practice.
- Follow the standards, processes and ways of working of gbp consult, and support colleagues to do the same.
- Give practical, hands-on support to less experienced colleagues, and actively look for opportunities to grow your own skills and experience.

PURSUE Healthy Financial Returns: We have an ambitious programme to grow our business and create new opportunities for the team. Your responsibility is to:

- Help the Managing and Principal Consultants cost new project opportunities, making sure fee estimates allow enough time for the work, including site visits, technical reviews, quality checks and client meetings.
- Monitor and manage the resource plan for the projects that you lead.
- Record your time accurately and monitor billable utilisation and expenses, alerting your line manager early to any expected difference from budget and proposing ways to rectify this.

LIVE Our Values and Ethos: We are proud of who we are, how we behave and what we aspire to be. Our values are integrity in how we act, ambition to be the best, excellence in all we do and accountability to all. Your responsibility is to:

- Understand why these values matter to our culture and bring them to your day-to-day work with customers, suppliers and colleagues.



Key Internal & External Clients:

To a greater or lesser extent, depending on the project:

- Members of the consultancy team, other gbp group teams and the senior management team
- Sister companies within gbpartnerships group, including DLP Planning and Cass Design
- NHS trusts and commissioning organisations, including Integrated Care Boards (ICBs), Integrated Care Systems (ICSs) and NHS England

- GP practices and primary care networks
- Council departments, officers and councillors
- Private health and care providers, and charities
- NHS Property Services and Community Health Partnerships
- Design teams, cost consultants, contractors and other professional advisers

What you will need to bring to this role:

Essential

- 8 to 10 years of relevant experience in NHS or wider public sector estates and capital projects, for example as a Capital Projects Manager, Estates Development Manager or Project Manager, or in management consultancy or professional services with a strong estates and capital projects focus.
- Knowledge of NHS capital frameworks and processes, including the NHS business case and capital approval process, ProCure23, NEC forms of contract and the HBN and HTM suite of guidance.
- Proven experience of managing capital schemes through design, procurement and construction to time, cost and quality.
- Experience of managing teams, design teams or other advisers.
- Experience of working with clients and stakeholders at senior level, including boards and clinical colleagues.

Desirable

- A degree or equivalent professional qualification in a built environment discipline, such as architecture, building surveying, construction or project management, quantity surveying or engineering, or equivalent experience.
- Membership of a relevant professional body, such as RICS, CIOB, RIBA, CIBSE or APM.
- A project or programme management qualification, such as PRINCE2, MSP or the APM Project Management Qualification.
- Better Business Cases™ Foundation or Practitioner certification, or a healthcare planning qualification.
- Experience of estates strategies, condition surveys or space utilisation studies.
- Understanding of how the NHS, social care and local government are structured and funded.
- Experience of preparing bids, fee estimates or proposals.
- Confidence using LinkedIn and other social media to share our work and build contacts.

Skills / Attributes

Technical

- Highly literate in reading plans, sections and construction information, with an advanced understanding of building technology, design disciplines and their interfaces, and the design process.
- Understanding of building cost, programming and the design and construction sequence.
- Understanding of the legislative context, including Building Regulations and Building Control, the Building Safety Act, Town Planning, accessibility, and British Standards and Codes of Practice.
- Ability to assess and report on building condition and compliance.

- Ability to manage and co-ordinate complex and diverse information, and to write clear reports drawing together text, tables, images and drawings.
- Highly numerate, with the ability to build spreadsheets to present, manage and process numerical and other data.
- Strong IT skills, including Excel, Word, PowerPoint and MS Project or similar.

People

- A collaborative approach, and proven ability to support and motivate project teams.
- Open to feedback and willing to challenge constructively.
- Confidence coaching and training colleagues.

Business Development, Communication & Engagement

- Excellent verbal and written communication, with confidence presenting to clients, boards and approval panels.
- Experience of, or ability to build, strong client relationships.
- Commercial awareness, including the ability to judge how much time work will take and to raise budget concerns early.

Effective Project Management

- An inquisitive approach to problem solving.
- Proven ability to manage projects to time, quality and budget.
- Proven ability to manage several projects and workstreams at once.

Personal Qualities

Necessary

- Rigour and integrity, so that clients and approvers can rely on your advice.
- Self-motivation and the ability to work independently once you have a clear brief.
- Resilience and good humour when deadlines are tight or stakeholders raise challenges.
- Accountability, owning your work and flagging problems early.

Beneficial

- Curiosity about changes in policy, funding, regulation and NHS approval processes.
- A desire to teach and share knowledge.
- An interest in business development and helping win new work.
- An ability to manage in the face of uncertainty, as approval processes, funding and client capacity can change.

Other Considerations: (i.e., required to travel)

The post holder will be required to:

- Travel regularly, locally and nationally, and stay away from home for one or more nights when needed
- Own or have access to a car, or be able to travel to client sites
- Work on a hybrid basis, with the North West as the preferred (but not required) location; bespoke flexible working arrangements will be considered

Job Holder Signed:		**Line Manager Signed:**	
Date:		**Date:**	