Job Title: Electric Vehicle Infrastructure Delivery Manager  
Grade: 11

Our Vision

We have a clear vision for Staffordshire - an innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy

Our Outcomes

We want everyone in Staffordshire to:

* Have access to more good jobs and share the benefit of economic growth
* Live in thriving and sustainable communities
* Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council (SCC) a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

* Ambitious – We are ambitious for our communities and citizens
* Courageous – We recognise our challenges and are prepared to make   
  courageous decisions
* Empowering – We empower and support our people by giving them   
  the opportunity to do their jobs well.

About the Service

Directorate Purpose

SCC is one of the largest local authorities in the UK with an ambitious vision for Staffordshire and its people. Achievement of that vision will be underpinned by the support of the county council’s Economy, Infrastructure and Skills directorate (EI&S). The vision for EI&S is to help Staffordshire’s economy grow, so that everyone has the opportunity of a good job and good prospects in a beautiful, safe, accessible, vibrant, cultural, prosperous, business friendly and sustainable county.

Service Purpose

The Connected and Sustainable County team is a multi-disciplinary team whose purpose is to connect residents to employment, learning and services, promoting healthy and sustainable lifestyles to protect our environment and resources for the future.

The Electric Vehicle (EV) Infrastructure Delivery Manager will develop, implement and manage the EV Charging Infrastructure Strategy for SCC, in line with Department for Transport’s plans to have 300,000 public accessible charge points available by 2030. Working alongside stakeholders, the role will undertake policy development in line with the agreed Staffordshire EV Charging Infrastructure Strategy, scheme delivery, commissioning and procurement, communications and progress monitoring and evaluation activities. Project management is therefore fundamental to ensure delivery within agreed timescales and budget and that identified objectives are delivered.

The role will play a key part in the team’s strategy to encourage a shift to sustainable modes of travel and to decarbonise the residual demand whilst playing a pivotal role in helping the authority to become carbon neutral by 2050.

Reporting Relationships

Responsible to: Interim Head of Transport Operations and Future Connectivity

Responsible for: Such staff as maybe allocated from time to time

Key Accountabilities:

1. To be responsible for the implementation of the EV Charging Infrastructure Strategy that sets out the direction whilst ensuring standards and consistency across Staffordshire.
2. To provide advice and support to the Head of Transport Operations and Future Connectivity in delivering continual development and review of the EV Charging Infrastructure Strategy and associated documents to facilitate the increased use of EVs whilst helping the authority to become carbon neutral by 2050.
3. To provide advice and guidance that enables local and district authority officers to ensure that the Department for Transport's guidance and standards for electric vehicle infrastructure are well understood and deliverable locally.
4. To monitor the delivery of the EV Charging Infrastructure Strategy recommendations to ensure infrastructure role out is in line with outputs of the Strategy in terms of numbers, distribution and equality of access, highlighting delivery gaps for future phases of delivery.
5. To deliver EV charging infrastructure projects and apply subject knowledge and experience to negotiate with vehicle and charge point manufacturers to achieve quality, timely and value for money services.
6. To be responsible for developing, monitoring and delivering progress reports, briefing notes and presentations highlighting delivery progress to key stakeholders and partner organisations.
7. To lead on the development and submission of funding applications to support the delivery of the EV Charging Infrastructure Strategy across Staffordshire and to prepare appropriate business cases identifying risks, cost estimates and timescales.
8. To manage any budgets allocated or secured for the EV Charging Infrastructure Strategy, ensuring accurate monitoring and reporting and support colleagues in the grant claims process.
9. Establish, develop and maintain partnerships with districts, boroughs, operators, suppliers, manufacturers, residents, and all other interested parties across Staffordshire and wider when appropriate.
10. To be responsible for the wider promotion, marketing and communication of the EV Charging Infrastructure Strategy and associated activities.
11. Represent the Council externally at meetings with funding agencies, government departments and a range of other public, private and community sector partners to deliver the EV infrastructure roll out across Staffordshire.
12. To undertake such other duties as may be appropriate from time to time in accordance with the experience, training, knowledge, and grading of the postholder.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

**Financial Management**

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

**People Management**

Engaging with People Management policies and processes

**Equalities**

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

**Climate Change**

Supporting the delivery of the Council’s climate change strategy.

**Health and Safety**

Ensuring a work environment that protects people’s health and safety and that promotes welfare, and which is in accordance with the Council’s Health & Safety policy.

**Safeguarding**

Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

**Person Specification**  A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

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| --- | --- | --- |
| **Minimum Criteria for Disability Confident**  **Scheme\*** | **Criteria** | **Measured by** |
| **employer_small** | **Qualifications**   * Degree/ Level 5 qualification, or equivalent demonstrable work experience | A |
| **employer_small**  **employer_small**  **employer_small**  **employer_small** | **Knowledge and Experience**   * Demonstrable knowledge and understanding of the existing policy framework supporting EV and the wider low carbon agenda * Significant knowledge of EV technology and supporting infrastructure requirements * Substantial experience in developing and delivering EV charging infrastructure projects within a local authority or private sector setting * Demonstratable experience of project development and working collaboratively with multi-disciplinary teams * Significant knowledge and understanding of the public sector grant funding bids process * Substantial experience in working with external bodies e.g., District and Borough Councils, Government Departments | A/I  A/I  A/I  A/I  A/I  A/I |
| **employer_small**  **employer_small**  **employer_small**  **employer_small** | **Skills**   * Ability to clearly, confidently and effectively communicate in all media forms: verbally, digitally and in writing with a high level of influencing and persuasive skills * Ability to understand and respond to different perspectives and take a cross organisational perspective * Ability to foster and champion innovation, leading to the successful commissioning of innovative best in class services, further enhancing the County Council’s reputation * Able to use initiative * Interpersonal skills with the ability to building effective relationships * Financial awareness and experience of cost management and control * Political awareness * Full Driving Licence and use of vehicle required for business use as a Casual Car user (reasonable adjustments will be considered for disabled applicants) | A/I  A/I  A/I  A/I  A/I  A/I  A/I  A/I |

This post is designated as a casual car user

**employer_small** If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, Braille, another language, on cassette or disc, please ask us by contacting **Liberata Employee Services Team on 01905 947446**

**Shared Services on 01905 947446**