



Uchelgais  
Gogledd Cymru  
Ambition  
North Wales

# Low Carbon Energy Programme Manager Job Pack

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For further information about this role, please contact:  
[Hedd Vaughan-Evans](#) - Head of Operations

# An exciting time to join the team

Dear Candidate

We're delighted that you're considering joining the Ambition North Wales team. We are a team of passionate and enthusiastic individuals who are proud to be involved in developing the North Wales economy. We are responsible for delivering a portfolio of capital projects across the region, and we've made significant progress to date. The first project was signed off in December 2021 and we are seeing many projects progress. We are currently in an assessment period to bring new projects into the Growth Deal, there has never been a more exciting time to join the team.

Ambition North Wales is a strong partnership, working on behalf of North Wales to deliver against a future vision for economic prosperity. The Portfolio Management Office has been established to deliver the Growth Deal, and support the regional ambitions for a stronger, more resilient and sustainable future economy.

Our ambition moving forward is to attract Investment into North Wales and achieve a more prosperous future for everyone that lives and works here. The Growth Deal projects will create new highly-paid jobs, attract investment and ultimately build a more vibrant, sustainable and resilient economy in our communities, for young people and for future generations to come.

We work closely as a team and we have developed a set of values that underpin how we work and what we expect from others. We are ambitious, we empower and support each other to succeed, we have integrity and do as we say we will and we respect and value people and their perspectives as we shape a great future for North Wales. We do hope you will consider applying for this position and hopefully join us on this journey.

Yours sincerely,



A handwritten signature in dark ink, appearing to read 'Dyfrig Siencyn'.

**Councillor Dyfrig Siencyn**  
Ambition North Wales



A handwritten signature in dark ink, appearing to read 'Alwen Williams'.

**Alwen Williams**  
Portfolio Director



## Job Purpose

- Leadership of the Low Carbon Energy programme including design, negotiation and planning;
- Management, co-ordination and implementation of the Low Carbon Energy programme;
- Development, negotiation and agreement of business cases for all projects within the scope of the programme;
- Oversee project delivery across the programme including project design and planning, implementation and conclusion;
- Achievement of individual project and cumulative programme outcomes and targets on time and within allocated resources;
- Co-ordination of joint and inter-dependent planning and implementation of programmes within the Growth Deal including risk management and benefits realization;
- Contribute to the implementation of the regional Growth Vision and Regional Economic Framework and coordinate delivery of the Regional Energy Strategy and Local Areas Energy Plans across North Wales.

<b>Salary:</b>	£54,585-£57,580
<b>Hours:</b>	Up to 37 Hours a Week*
<b>Contract:</b>	Permanent Contract
<b>Location:</b>	Llandudno Junction (hybrid with home working)**

\* The role is full-time, however we will consider flexible working requests for the right candidate.

\*\* The team have adopted a hybrid working model with a mix of office based and home working.



# Are you the person we're looking for?

**Do you have a passion for North Wales, low carbon energy and a desire to see the region grow and deliver on its potential? Are you enthusiastic, committed and collaborative leader? If so, you could be the person that we're looking for to join our leadership team.**

We are looking for a collaborative individual with excellent interpersonal skills who is passionate about delivering for the region. While your primary role will be leading on the low carbon energy programme, we operate a one team ethos and you will be expected to contribute to the wider work of the team and the success of the team as a whole. We're looking for team players capable of leading their own areas but also supporting their colleagues to deliver and encouraging staff development.

Being able to develop and maintain relationships across multiple partners to drive the projects forward, is a key requirement for all our roles. Partnership working is at the core of what we do as a team.

The team at Ambition North Wales will provide you with a supportive environment and development opportunities, we encourage individuals to pursue professional development and are looking for individuals who have the desire to learn and improve.

Some of our roles require Welsh language skills, however, we are looking for individuals who recognise the importance of the Welsh language, have empathy for the Welsh culture and are committed to improving their linguistic skills.

If this sounds like you, we look forward to hearing from you. North Wales is an excellent place to live and work, why not play a key role in shaping its future?



A stylized, handwritten signature in black ink, appearing to read 'Hedd Vaughan-Evans'.

**Hedd Vaughan-Evans**  
**Head of Operations**

# Our Values

## **We are Ambitious**

We strive to deliver the best for North Wales. We are leaders in our fields, opinion formers and influencers, and we challenge conventional thinking. We pursue high standards, aim to be our best, and continuously develop ourselves professionally.

## **We work Collaboratively**

We share knowledge, skills, information and support and ensure to keep colleagues informed. We always help each other, facilitate opportunities for North Wales and recognise that our collective impact is more significant than our individual impact.

## **We do the right thing**

We do the right thing, not what is easy. We challenge unethical behaviour and speak out when things don't feel right. We are respectful, fair and considerate and can be trusted to deliver agreed commitments on time.

## **We make a difference**

We pursue opportunities to make a difference in North Wales. We champion the Welsh language, heritage and culture and support regional charities. We protect the environment and seek opportunities to reduce our footprint.



# Working for us

Ambition North Wales offers an attractive employment package:

## Pension Scheme

Ambition North Wales through Gwynedd Council operates a Local Government Pension Scheme. Information about the fund can be found on the Gwynedd Pension Fund website.

## Annual Leave

The annual leave entitlement varies between 21 and 30 days per year - depending on the grade of the post. Staff are also entitled to 8 days leave for bank and public holidays, as well as an additional 3 and a half days.

## Special Leave

As well as the leave noted above, paid absence may be granted in special circumstances such as moving house, bereavement, attending medical appointments, undertaking public duties and so on.

## Work Life Balance

Ensuring that staff strike a healthy balance between work and home life is very important for Ambition North Wales. Staff can take advantage of the following arrangements:

- Flexible working hours (where circumstances allow)
- Job share (where circumstances allow)
- Maternity, paternity and adoption leave
- Parental leave and flexible working for parents and carers

## Training and Development

Ambition North Wales recognises the importance of investing in its most important asset - its staff. Every employee can expect:

- A formal induction process and a continuous performance review
- A wide range of internal and external training and development opportunities
- Contribution towards the membership of professional bodies which are relevant to the work.

## Health and Safety

Gwynedd Council aims to achieve the highest standard of managing the health, safety and wellbeing of all its staff.



## About the role

The North Wales Growth Deal's Low Carbon Energy Programme aims to unlock the economic benefits of transformational low carbon energy projects and position North Wales as a leading UK location for low carbon energy generation, innovation and supply chain investment.

The Programme currently consists of five projects:

- [Hydrogen Hub Project](#)
- [Cydnorth Project](#)
- [Trawsfynydd Project](#)
- [Egni Project](#)
- [Smart Local Energy Project](#)

In addition to the Growth Deal projects, Ambition North Wales plays a key role in the delivery of the Region Energy Strategy and the Local Area Energy Plans in partnership with the Welsh Government Energy Service and the six local authorities in North Wales.


As a member of our leadership team, this position is an opportunity to play a leading role in delivering the North Wales Growth Deal and securing benefits for North Wales. Our team works collaboratively with a flat structure focused on collective responsibility and success. This provides opportunities to engage with and influence activities beyond the scope of the programme.

The Programme Manager is the energy lead for Ambition North Wales, providing strategic advice to our Board as well as managing, co-ordination and overseeing the delivery of the Low Carbon Energy Programme, the Regional Energy Strategy and Local Area Energy Planning .

The delivery resource for the programme is a mix of internal project management capacity and external project sponsors ensuring a varied and interesting workload and the opportunity to shape, direct and influence projects and stakeholders at many different levels.

At present, none of the projects are in delivery and are at various stages of maturity. The majority of the work initially will be shaping and developing business cases for approval before the programme transitions into project delivery and benefits realisation.

We are seeking candidates with knowledge of the low carbon energy sector and experience in delivering programmes and projects within the sector. The ideal candidate will be a collaborative leader with a strong ethos of developing staff, able to engage and influence stakeholders across the public and private sectors and will have a strong track record of programme and project delivery.





# Job Description

## Job Purpose:

- Leadership of Low Carbon Energy Programme including design, negotiation and planning;
- Management, co-ordination and implementation of Low Carbon Energy programme;
- Development, negotiation and agreement of business cases for all projects within the scope of the programme;
- Oversee project delivery across the programme including project design and planning, implementation and conclusion;
- Achievement of individual project and cumulative programme outcomes and targets on time and within allocated resources;
- Co-ordination of joint and inter-dependent planning and implementation of programmes within the Growth Deal and Vision including risk management and benefits realization;
- Contribute to the implementation of the regional Growth Vision, Regional Economic Framework and Regional Energy Strategy including Local Areas Energy Plans.

## Responsibility for Functions:

- Manage the programme budget up to £100m, monitoring expenditure and costs against delivered and realised benefits as the programme progresses;
- Line manage up to 5 staff;
- Be responsible for relevant equipment including laptops and mobile phones.

## Main Duties:

### Programme Management

- Maintain and improve programme management systems and disciplines to industry standard;
- Oversee design, negotiation, agreement and planning matters within the programme;
- Co-ordination and implementation of Low Carbon Energy programme;
- Collective co-ordination and management of the inter-dependencies across programmes and project including risk management and benefits realization.

### Project Management:

- Maintain and improve project management systems and disciplines to industry standard;
- Oversee multiple projects through design and business case completion including negotiation and agreement with project sponsors;
- Oversee the delivery and implementation of multiple projects within the programme;
- Quality assurance of all project work.

# Job Description (Continued)

## Programme and Contracts Governance

- Creation and management of new delivery vehicles as needed;
- Negotiation and management of contracts.

## Resource Management

- Capital and revenue programme budget and grant management;
- Achievement of set commercial and income targets.

## Performance Management

- Performance management and accountability at programme and project output levels;
- Risk management and accountability at programme and project output levels;
- Team and people management – support and develop your direct reports to succeed in their roles and support the wider development of the team as part of the leadership team.

## Reporting and Accountability

- Reporting on programme, project and resource planning and management to Board level and to sponsoring Governments, partners and stakeholders;
- Quality assurance of all data and performance reports;
- Acting as an expert and trusted advisor.

## Ambassadorial

- Acting as an advocate for the Ambition North Wales partnership, the Growth Deal and the region;
- Develop, manage and maintain effective external relationships at all levels;
- Management of programme external communications and public relations.

## Strategic

- Collective forward strategy – development and planning.

## Compliance and Conduct

- Working to all set policies and procedures and law e.g. **HR**, financial, equalities, health and safety;
- Demonstrating the highest standards of professional behaviors and values.

# Job Description (Continued)

## Energy

- Oversee delivery of the Regional Energy Strategy and Action Plan and the Local Area Energy Plans in partnership with Welsh Government Energy Service;
- Be responsible for the delivery of the Low Carbon Energy programme within the North Wales Growth Deal, ensuring that the projects deliver on their targets.
- Lead on negotiations with project sponsors, investors and key stakeholders including UK and Welsh Governments, providing the knowledge and expertise required to support the business case for investments in projects.
- Establish strong partnerships with cross-border hubs and programmes to support strategic aims in the Regional Energy Strategy and exploit joint investment opportunities.
- Lead and manage the Low Carbon Energy programme team and the Strategic Energy Team that will support the delivery outcomes and benefits associated with the projects and project work streams.
- Manage the energy related work of the North Wales Economic Ambition Board to include provision of support and guidance to senior members and officers in order to inform decision making.
- Work with project developers, community groups, energy providers and network suppliers and other partners to ensure North Wales is well placed to benefit from the energy revolution, net zero and decarbonisation initiatives and funding opportunities.

# Person Specification

Criteria	Essential	Desirable
Education / Professional Qualifications		
Degree/post graduate in a relevant field (or equivalent)	✓	
Member of Professional Institution		✓
Knowledge and Skills		
Effective leadership, interpersonal and communication skills	✓	
Good knowledge of programme and project management methods	✓	
Good knowledge of techniques for planning, monitoring and controlling programmes	✓	
Knowledge of topic of specific programme	✓	
Understanding of procurement process	✓	
Understanding of financial management practice	✓	
Sufficient seniority and credibility to advise project teams on their projects in relation to the programme	✓	
ICT literate, at ease with Word, PowerPoint, Excel and relevant databases and social media	✓	
Awareness of current and emerging technologies in the energy supply and generation industries	✓	
High level negotiating skills including securing approvals within complex governance arrangements	✓	
Experience of effective public/stakeholder engagement		✓
Knowledge of benefits of specific programme topic to economic growth		✓
Experience of business case development		✓
Experience of working with Elected Members and dealing with politically sensitive issues		✓
Experience		
Evidence of continuous professional development	✓	
Previous experience of budget management	✓	
Previous experience of staff management	✓	
Experience in the delivery of energy projects, solutions and programmes	✓	
Experience of prioritising strategic opportunities and securing consensus for project selection	✓	
Experience of successful programme and/or project delivery to deadline and to budget	✓	
Personal attributes		
Trustworthy	✓	
Innovative thinker	✓	
Flexible with regard to areas of responsibility, differing priorities and adaptable to change	✓	
Excellent organisational skills	✓	
Ability to work under own initiative as well as a team player	✓	
Ability to work under pressure and have coping strategies to work in a fast paced environment	✓	
Proven ability to meet deadlines and targets	✓	
Ability to motivate and inspire others to take action	✓	
Language Requirements		
Listening and Speaking - Able to deal with all aspects of the job verbally in a confident manner in both English and Welsh.		✓
Reading and Understanding - Able to use and interpret correctly any information in both English and Welsh from a wide variety of sources in order to deal with all aspects of the post.		✓
Writing - Able to present written information in both English and Welsh with complete confidence using the most appropriate language and style to meet the needs of the reader.		✓

# Appointment Process

- Please [use this link](#) to access the Gwynedd Council recruitment portal. You will be required to create an account to submit an application.
- Please remember to complete all sections of the form. You are welcome to submit your form in Welsh or English.
- The closing date is 10am on 23<sup>rd</sup> June 2023.
- Following the closing date an assessment panel will assess your application against the requirements set out in the personal specification. **Please make sure your statement covers all essential criteria set out in the personal specification.**
- Applicants who reach the shortlist will be invited to an interview, details of the interviews will be sent at least a week in advance.
- We will ask applicants to complete assessments before the interview (full details will be included within the interview letter).
- Please note applications received after the closing date will not be considered.
- **For full details please read the job advert and the job description.**



# Recruitment Timetable

Timetable	Date
<b>Closing Date</b>  Applications need to be received by this date.	23/06/2023
<b>Shortlisting</b>  We aim to inform all those shortlisted by this date with details of the assessments and interview date provided.	By 05/07/2023
<b>Assessments</b>  Assessments will take place prior to the interview. You will be informed of the details should you be shortlisted.	By 10/07/2023
<b>Interviews</b>  Exact dates/times of interviews will be confirmed upon shortlisting.	11/07/2023 or 13/07/2023

## Working for us:

The Portfolio Management Office for Ambition North Wales is hosted by Gwynedd Council as our employing authority. Therefore, while the role is with Ambition North Wales your contract of employment will be with Gwynedd Council.

To discover more, click [here](#).



# About the Growth Deal

## Aims:

- To build a more vibrant, sustainable and resilient economy in North Wales.
- To build on our strengths, to boost productivity while tackling long-term challenges and economic barriers to deliver inclusive growth.
- To promote growth in a scalable, inclusive and sustainable way, in line with the Well-being of Future Generations (Wales) Act 2015.

## Spending objectives:



### Job creation

Create up to 4,200 net additional jobs



### GVA

Generate up to £2.4 billion in net additional GVA

## Investment:

Private sector investment:	Growth Deal investment:	Public sector investment:	Total investment:
£722.1m	£240m	£184.3m	£1.1bn

## The Programmes:

### Agri-food and Tourism

This programme will promote and support employment and training in the Agri-food and Tourism sectors, building on world-leading skills and expertise already established within the region.

### Digital Connectivity

The programme will enhance our region's capability to develop technologies for the future, ensuring that we can meet the increasing demand for digital and benefit from fast, high-quality connectivity.

### Innovation in High Value Manufacturing

This programme will promote innovation and commercialisation of technology in the manufacturing industry, building on the existing strength of the sector within our region.

### Land and Property

This programme will address land and property challenges within the region, to unlock opportunities and build on our strengths.

### Low Carbon Energy

This programme will unlock the benefits of developing low carbon energy projects within the region, positioning North Wales as a leading location for the low carbon energy sector.



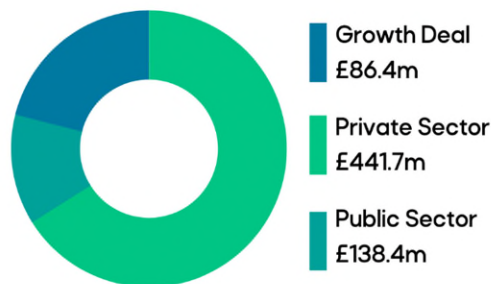
# Low Carbon Energy

Unlocking the benefits of developing low carbon energy projects within the region, positioning North Wales as a leading location for the low carbon energy sector.

## Objectives

- Create up to **980 jobs**
- Increase net additional GVA **up to £530 million**
- Generate **at least 314MW** of electricity from low carbon energy in the region
- Enabling carbon savings of at least **2,723,000 tonnes**

## Investment target



**£666.5m**

Total

## The projects

### 1. Cydnerth (Morlais)

Lead Sponsor: Menter Môn

Connecting Morlais with the electricity grid system, enabling developers of tidal stream technology to deploy their devices in the zone.

### 2. Hydrogen Hub

Lead Sponsor: Ambition North Wales

Supporting deployment of green hydrogen from low carbon energy sources to decarbonise regional transport network

### 3. Egni

Lead Sponsor: Bangor University

Facilities to enhance the region's capabilities for low carbon energy research and innovation.

### 4. Smart Local Energy

Lead Sponsor: Ambition North Wales

Enabling renewable energy and decarbonisation solutions within our local communities.

### 5. Trawsfynydd

Lead Sponsor: Cwmni Egin (Welsh Government)

Deploying Small Modular Reactor or Advanced Modular Reactor (SMR/AMR) to generate low carbon energy.



Regional project

Our project business cases are subject to independent Gateway Reviews by the Welsh Government Integrated Assurance Hub, at key decision points, in line with The GatewayTM Process.