

He rau ringa e pakari ai ngā taura whiri i ō tātou kāinga noho me ō tātou hapori – mai i te pae maunga o Tararua ki te moana

With many hands the threads which weave our neighbourhoods and communities together will be strengthened from the Tararua Ranges to the sea.

POSITION DETAILS

REPORTS TO	Group Manager Community Vision and Delivery
GROUP	Community Vision and Delivery
DIRECT REPORTS	Nil
FINANCIAL DELEGATION	Statutory delegation would apply as approved by Council



PURPOSE OF POSITION

The purpose of this role is to lead the project ensuring Horowhenua District Council is ready for three waters assets transition to new service provision structures as required by the Three Waters Reforms.

The purpose of the Community Vision and Delivery Group is to develop and deliver on our community strategy, focused on alignment of that strategy across our people, and partnerships. This role sits within this Group as Three Waters transition as it includes movement of key strategic assets and the impacts on our staff, community, finances, processes and strategic planning need to be clearly understood and planned for to ensure the transition is made smoothly and leaves our people and the Council in a strong position afterwards.

KEY ACCOUNTABILITIES

AREA	EXPECTED OUTCOMES
TRANSITION MANAGEMENT	<p>Lead and coordinate the development of strategic and tactical plans for the transition; covering workstreams and resourcing requirements.</p> <p>Develop and maintain a current 'Situation Awareness' of the Three Waters Reform, including the regulatory changes, economic regulation and service provision models, to ensure transition planning is as informed as possible.</p> <p>Ensure that the implications of the Three Waters Reforms on the future design and structure of the organisation are well understood and advise on the optimal future structure and management of associated impacts such as stranded overheads.</p> <p>Ensure Council complies with any additional requirements or processes mandated by the Water Services Entities Bill (once enacted) and supplementary legislation</p> <p>Develop and implement a Change Management Strategy & Plan to support HDC staff through the transition.</p>

STRATEGIC PLANNING	<p>Provide strategic advice on behalf of Council into any regional or national activities regarding the formation of entities or other activities in the Three Waters Reform process, including participation in local transition activity and local transition teams.</p> <p>Provide strategic advice about the Three Waters Reform to Council's Executive Leadership Group, Three Waters Transition Team, and the Risk and Audit Committee.</p> <p>Be a key contributor to the development of the Council's Long-Term Plan 2024-2044 (and any prior amendment) in relation to the Three Waters assets and activity.</p>
LEADERSHIP AND INFLUENCE	<p>Provide leadership and guidance of projects across multidisciplinary teams.</p> <p>Be able to work in an influencing role rather than a directly responsible position, and be able to produce results.</p>
RELATIONSHIP MANAGEMENT	<p>Build and manage relations with both internal and external Stakeholders, working both collaboratively and effectively</p> <p>Internally, with ELT and staff from across Council, to ensure transition planning is aligned with Council's services and strategic planning and develop a practical method of transitioning people and systems while keeping our people informed.</p> <p>Ensuring our staff are looked after and guided through significant changes to their employment, team and workplace.</p> <p>Externally with the public, contractors and consultants engaged for this project and liaise with the National Transition Unit on behalf of Council.</p>
HEALTH, SAFETY AND WELLBEING	Active participation and engagement in HDCs health, safety and wellbeing practices and projects.
CIVIL DEFENCE	Assist with Emergency events as required. Attend relevant training as required.
VALUES	The best interest of the organisation are represented at all times ensuring HDC values are reflected in behaviours and professional delivery of role.
ADDITIONAL DUTIES	Complete other duties that may be required

SKILLS, KNOWLEDGE & EXPERIENCE

PROJECT MANAGEMENT - Highly developed project management and organisational skills.

COMMUNICATION - Excellent verbal, written and presentation skills enabling effective communication at all levels. Including an ability to translate technical matters into concepts and material able to be understood by laypeople as well as well-developed negotiation and conflict management skills

COMPOSURE - Calm and composed so able to successfully work in complex and sensitive situations.

COMFORTABLE WITH UNCERTAINTY - Able to work confidently, calmly and positively in areas of 'grey' and uncertainty.

STRATEGIC THINKER - Able to think strategically, plan at the macro level, adapt to changing circumstance, and translate plans into programmes and policies for action. Are committed to improving processes and ability to think laterally, strategically and innovatively.

SITUATIONAL AWARENESS - Able to scan the operating environment, grasp emerging trends and the significance of events, and ensure Council's policies and programmes can adapt and respond.

RELATIONSHIP BUILDING - Able to build strong working relationships with colleagues and with other agencies and stakeholders.