

Role/Service Specification: Public Realm Delivery Manager/Management

Service Context: Public Realm Delivery Manager/Management

Contract/ Hours: Contracted, approx. 4-5 days per month for an initial 3 months. Opportunity to extend.

Fee: negotiable depending on experience

Scope of role/service:

1. Eagle Brewery Wharf and Memorial Gardens- detailed design support, advice and management. Working as Kingston First's project manager in a partner-client relationship with Kingston Council; representing Kingston First and supporting the partnership project management team in taking the schemes from current RIBA stage 2, to construction, meeting a target delivery/completion date of end of 2024.
2. Social Spaces- concept design and engagement support and management. As the project manager, co-ordinate and manage the completion of a live commission, run by Kingston First, for RIBA Stage 2 engagement and designs for Social Spaces. Target completion date of RIBA stage 2 work is May 2023.

Context

Improving the town's streets and spaces has been cited as a key priority for Kingston First's members. In recent months, Kingston First and Kingston Council have developed a partnership plan to develop and co-invest in Kingston's public realm and the experience visitors and residents have in the town. Kingston First are now looking for management, advisory and delivery support across three partnership projects which have been agreed as priorities for delivery.

This work was kickstarted when Kingston First and Kingston Council partnered with the GLA and Kingston University to create [Reimagining Kingston Town Centres Streets and Spaces Strategy](#), a co-curated blueprint for prioritising public realm change and investment in the town.

Building on this, and in response to strong demand during the pandemic for better green and social spaces in the town centre, Kingston First and Kingston Council co-commissioned the development of RIBA stage 2 concept designs for [Eagle Brewery Wharf and Memorial Gardens](#) to see these spaces improved. Through the Social Spaces project, investment was also made into [trial improvements in streets](#) around the town centre by providing more greenery and seating.

These three projects have been progressing as outlined below:

- **Eagle Brewery Wharf:** this is a co-funded partnership project being project managed through Kingston Council. An appointment of a multidisciplinary team to develop the RIBA stage 2 work to RIBA stage 4 is due to be made in January.
- **Memorial Gardens:** this is a co-funded partnership project being project managed through Kingston Council. It is planned that in February, a tender process will begin to

appoint a multidisciplinary team to develop the RIBA stage 2 work to RIBA stage 4. An appointment is planned to be made in March.

- **Social Spaces:** a landscape design team have been appointed to complete RIBA stage 2 work to build on the temporary infrastructure and develop designs for permanent street schemes. This project is being led by Kingston First.

Kingston First now requires an experienced lead for all technical and project management matters in the successful delivery of these projects for Kingston town centre and to support the development of the vision for future projects in line with our Reimagining Kingston town centre's Streets and Spaces Strategy.

Service/ Role Context and Requirements

This is a new way of working for Kingston First and Kingston Council, and we are open to how Kingston First's internal public realm delivery support is provided. We are keen to work in innovative, creative ways to deliver the projects cited and we would welcome proposals from freelancers and consultants, companies or a consortium able to deliver our requirements. We're keen to work with people who know the town and/or have a strong interest in improving historic, town centre environments in partnership with others.

The initial contract is a fixed term and we will then review the arrangement with the appointee, making adaptations where needed. There will be an opportunity to extend the contract for a longer period to cover the duration of the delivery of the projects.

Main Responsibilities

Lead Design Advisor to Kingston First on Public Realm Delivery

- Provide technical advice in the development of the projects to ensure they meet the agreed partnership objectives.
- Advise on strategic placemaking opportunities and challenges.
- Provide expert advice on opportunities and challenges in relation to:
 - sustainability and the environment
 - conservation and heritage
 - landscape design
 - design development
 - maintenance routes and options
 - innovative and inclusive engagement and consultation.

Project Management

- Be the project lead and manager for Kingston First on the schemes.
- Liaise with a variety of stakeholders, businesses, interest groups, employees, residents and town centre visitors to ensure their views and ideas contribute to the development of projects.
- Support and advise on engagement plans and tactics.
- Provide risk management and be responsible for risk mitigation processes where Kingston First is a mitigation lead.
- Advise on cost and budgeting for the projects.
- Support on tendering and appointment of suppliers and contractors.

- Create and provide relevant reports and updates, problem solving and acting as champion of the projects.

Skills and capacity building

- Support Kingston First in developing internal skills and capabilities within the team to support future projects.

Skills and Experience

- Professional qualification in relevant area (landscape design and architecture, urban design)
- Experience of designing, planning and delivering commensurate and successful public realm projects in high profile and heritage based contexts
- Good knowledge of project management processes
- Successful partnerships experience
- Experience of working in multi-stakeholder and complex planning and delivery contexts
- Detail oriented as well as able to see and communicate bigger picture
- Excellent communication skills
- Ability to apply creative problem solving skills
- Creative and innovative
- Positive and partnership oriented
- Good knowledge and/or understanding of Kingston town centre

Kingston First's Vision, Mission and Values:

Vision

Kingston will be a vibrant town where everyone has an amazing experience.

Mission

By leading, supporting and working with our members, partners and community, we will create a town where our members can thrive and where people want to be.

Values and behaviours

Creative;

- We have an open environment to share ideas and we believe everyone is able to come up with ideas and take them forward
- We look at best practice from elsewhere and see how we can make it our own
- We see mistakes as learning opportunities
- We experiment, we explore and we are agile
- We don't put limits on our thinking

Caring;

- We listen to everyone and respect their views
- We ask for help when we need it and give help when it's needed
- We are inclusive
- We trust each other

- We act with empathy

Making a difference;

- We take responsibility for the impact we deliver
- We evaluate and learn
- We use insight and evidence to identify what will have most impact
- We are not afraid to challenge and be brave in our ideas and thinking
- We are clear about what we want to achieve

Passionate;

- We believe in what we do
- We believe we can
- We see the bigger picture
- We do our best
- We know when to say no

Pride;

- We care when things go wrong
- We champion our work and celebrate achievements
- We are flexible but strive to deliver our best

To apply and for further information

To apply for this function, please send to Kirsten Henly, Chief Executive, kirsten.henly@kingstonfirst.co.uk by 9am Wednesday 1st February.

- a CV/ CVs
- a covering note of no more than 2 A4 sides including an indication of your fees
- summary examples of 3 comparable public realm projects you've delivered or worked on in a similar capacity along with references

We will interview shortlisted proposals and appoint in February.

To arrange an informal chat about the opportunity or if you have any questions, please also email Kirsten.