

Job Description

Directorate:	Resources		
Service:	Legal Services		
Location:	County Hall, Preston		
Salary range:	£57,447 to £62,132	Grade:	12
Reports to:	Strategic Legal Manager	Staff responsible for:	

Job purpose and scope

One of the Council's senior legal professionals within Legal Services, providing expert legal advice and representation across construction and major projects work. The post holder will be heavily involved and integrated within service areas, advising, influencing, shaping and challenging at senior levels to support the delivery of strategic priorities, workforce projects and statutory functions.

The post holder will possess a high level of professional expertise and experience across construction law, including the drafting of construction contracts, providing commercial and strategic legal advice to multi-disciplinary project teams to mitigate risk, advising on complex construction and assets-related procurement exercises and leading on the development and analysis of the Commercial and Procurement team's legal advice service relating to construction and projects matters. They will also possess an understanding of public law and governance principles relevant to local authority decision-making.

The post holder will exercise a significant degree of professional independence and discretion, leading on highly complex, innovative, sensitive and high-profile matters. They will be recognised as a specialist legal adviser and will provide technical leadership, support and mentoring to colleagues across the Commercial and Procurement team.

Working closely with the Strategic Legal Manager and Principal Lawyers within the team, the post holder will support corporate priorities, transformation projects, workforce initiatives, service development and effective risk management, ensuring lawful and robust decision-making throughout the Council.

Performance Indicators

- Quality of legal advice and service against legal, professional and best practice standards.
- Achievement of relevant service objectives and targets.
- Adherence to internal and external professional standards.
- Effective management of complex and high-risk matters.
- Positive customer and stakeholder feedback.
- Delivery of service improvements and strategic objectives.

- Demonstration of the Lancashire Leadership Framework.

Leading Lancashire – Our Leadership Framework



Leading Lancashire

Our Leadership Framework

Our Vision and Values We are driven by a simple yet powerful vision – “Here at Lancashire County Council, we are helping to make Lancashire the best place to live, work, visit, and prosper.”

This vision is at the centre of everything we do. Embedded in our identity are our values: *Supportive, Innovative, Respectful, and Collaborative*, our guiding principles that enable everyone to thrive.



Four Spheres of Leadership

The Leading Lancashire framework is a dynamic approach, encapsulating four key spheres:

Responsibilities, Capabilities, Behaviours, and Results.

These spheres form the bedrock of our leadership ethos, providing clarity and direction for all leaders. Responsibilities guide our actions, Capabilities cultivate our potential, Behaviours shape our interactions, and Results measure our impact. Together, these spheres ensure leaders deliver their best for themselves, their teams, LCC, and the people of Lancashire.



The Lancashire Mindset

Woven through the Leading Lancashire framework we introduce The Lancashire Mindset; Growth, Ownership, Optimism and Positive Impact. Adopting this mindset across the entire organisation not only brings our values to life but also emphasises the collective commitment to delivering the best for the people of Lancashire.

The Lancashire Mindset not only shapes our approach to leadership but also serves as a guiding force for a culture rooted in growth, ownership, optimism, and the commitment to making a meaningful positive impact.



Levels of Leadership

The Leading Lancashire framework provides an opportunity to define and clarify the focus and purpose of the various leadership levels within the organisation.

VISIONARY (Long-Term Direction):

Level 1 & 2 Leadership – Executive Directors and Directors
Senior leaders at this level, are Visionary Leaders. They have the privilege of shaping the long-term vision for the organisation, providing strategic and visionary direction that will guide the future success of Lancashire County Council.

SHAPING (Medium to Long-Term Strategy):

Level 3 Leadership – Heads of Service

Heads of Service at this level are Shaping Leaders. They are empowered to shape strategies with a broad mid to long-term view, setting clear strategic initiatives that provide direction to the management population, contributing to the organisation's success in the medium to long term.

OPERATIONAL (Short-Term to Immediate Effectiveness):

Level 4 Leadership – Management Roles

Leaders at this level, found in various management roles, are Operational Leaders. They focus on immediate operational effectiveness, ensuring their teams deliver in the short term, meeting objectives and driving success on a daily-to-monthly basis.

These refined terms more explicitly convey the visionary, shaping, and operational aspects of leadership at each level within the Leading Lancashire framework.

Accountabilities/Responsibilities

- Drafting and reviewing complex construction contracts (including ancillary documentation) including from the NEC and JCT suites, along with other industry standard templates, and bespoke agreements.
- Drafting and maintaining a precedent library of construction contracts, organisation/public sector specific additional clauses and schedules of amendments.
- Providing commercial and strategic legal advice to officers and senior officers on the County Council's highways and construction contracting activities, including complex, high value and high-profile cases and projects.
- Providing legal advice to the County Council's Procurement service on procurement matters, primarily relating to complex construction and assets procurement exercises.

- Providing training and guidance to the County Council's service areas and Legal colleagues on the relevant law, practical contracting issues and guidance relating to construction activities to ensure best practice is delivered across the County Council.
- Complex/high value commercial dispute resolution where necessary (pre-litigation).
- Providing advice to service areas relating to the UK procurement legislation and subsidy control.
- Lead on the development and analysis of the Commercial and Procurement team's legal advice service relating to construction matters, contributing to continuous improvement.
- Build partnerships and networks both internally and externally to shape and improve the County Council's construction and assets and highways service delivery.

Other

- **Equal Opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

- **Health and safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

- **Customer Focused**

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

- **Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

- **Skills Pledge**

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.

Our Values

We expect all our employees to demonstrate and promote our values:

- **Supportive**

We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.

- **Innovative**

We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.

- **Respectful**

We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.

- **Collaborative**

We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification

All the following requirements are essential unless otherwise indicated by *

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications

- Admitted Solicitor, Barrister, Chartered Legal Executive with current practising certificate

Experience

- Significant post-qualification experience advising on construction law and projects.
- Experience of advising local authorities or public sector organisations on complex and sensitive construction and projects issues.
- Experience of managing a substantial caseload of complex matters with minimal supervision.
- Experience of advising senior officers and elected members.
- Experience of supporting major projects, transformation programmes or workforce change initiatives.
- Experience of providing technical support, supervision or mentoring to legal colleagues.
- Experience of advising on public law and governance issues within a local authority environment.

Essential knowledge, skills & abilities

- Comprehensive understanding of local government public law and governance.
- Ability to provide expert legal advice on complex, novel and high-risk matters.
- Ability to identify legal and organisational risks and develop practical solutions.
- Ability to influence senior decision-makers through clear, authoritative advice.
- Strong negotiation and drafting skills.
- Ability to support and develop colleagues through coaching, mentoring and technical supervision.
- Ability to identify implications arising from legislative change, case law and government policy developments.
- Ability to manage competing priorities and deliver outcomes within tight timescales.
- Ability to communicate complex legal principles clearly to non-legal audiences.
- Strong commitment to continuous improvement and professional excellence.
- Advanced IT and case management skills.

Other essential requirements

- Commitment to equality and diversity.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.