

Job Profile Recycling Manager

Job Title: Recycling Manager

Job Grade: Level 4 Zone 2

Salary: £45,042 - £51,870

About North London Waste Authority (NLWA)

Employed by London Borough of Camden this role is based in North London Waste Authority (NLWA), serving Camden and six other north London boroughs. North London Waste Authority serves 2 million residents in the boroughs of Barnet, Camden, Enfield, Hackney, Haringey, Islington and Waltham Forest. We help residents reduce their waste and increase recycling. We make sure that their waste is disposed of in an environmentally responsible way. We are delivering infrastructure through the North London Heat and Power Project to provide long term assets for the sustainable management of north London's waste.

These activities contribute to our mission of preserving resources and the environment for future generations by exemplary planning, innovation and communication in managing north London's waste. Digital transformation is an integral part of providing and improving our service.

About the role:

To manage all aspects of the MRF contract for the transfer and processing of the Authority's mixed dry recyclables, ensuring the contract delivers the best environmental outcomes for the residents of North London and remains efficient and cost effective.

To support the Senior Contract Manager to manage the relationship and contracts we have with LEL, our wholly owned company, focusing on the identification, development and ongoing management of re-use and recycling opportunities for LACW.

To continuously improve recycling service provision through innovation and partnership working with constituent Boroughs and service contractors.

To support the Authority colleagues to fully understand the potential impacts of legislation and policy proposals that enable the Authority to campaign and advocate for legislative change that supports the aspirations and needs of residents in North London and better meets the challenges of the climate emergency.

To lead the Authority's procurement of waste and resource treatment service contracts

To provide technical advice to a spectrum of stakeholders

Example outcomes or objectives that this role will deliver:

- Management of contracts for the processing of recyclables, developing long term partnerships with contractors and continually improving performance
- Monitor contract KPIs and communicate performance to Borough Service Managers, Authority Senior Managers and Members
- To situate the Authority at the forefront of innovation and technology, leading the way to higher recycling rates and moving waste up the Waste Hierarchy

- Procurement of OJEU contracts for recycling and resource management services
- Management of stakeholders including residents, constituent Boroughs, contractors, colleagues and Members
- Development of a strategic partnership with constituent Boroughs to tackle contamination of mixed dry recyclables and increase capture rates of all recyclable materials.
- Championing the Authority's values and projects on the national stage at conferences, association meetings and professional networks
- Delivery of technical advice to constituent Boroughs, NLHPP and other NLWA departments for both day-to-day work and new developments, ensuring the Authority's interests are always taken into consideration.
- Production of Authority meeting papers and delivery to Members at Members Recycling Working Group (MRWG)
- Budget monitoring for recycling contracts and forecasting future spend, taking commodity market conditions and contractor performance into account
- Work within all relevant policies (particularly Health & Safety and Equalities) of the Authority and the employing Borough, and relevant Standing Orders.

About You

The post holder is expected to have substantial technical knowledge, skills and experience:

- Experience of managing large and complex service contracts with an estimated annual value of £12 million per year.
- Excellent interpersonal and written and verbal communication skills
- Experience of effective stakeholder management
- Proven track record of procuring OJEU contracts in excess of £1 million.
- Proficient in using Microsoft packages such as Outlook, Word, PowerPoint and Excel
- Advanced understanding of legislation and statutory obligations in this field, e.g. Environmental Protection Act 1990, Controlled Waste Regulations 2012, MRF Code of Practice, Health and Safety legislation etc
- Advanced understanding of proposed legislation e.g DRS, EPR, CC and ETS
- Experience of demonstrating commitment and integrating Equalities and Valuing Diversity principles in service delivery.
- Ability to work as part of the team and on own initiative.
- Good organisational skills - ability to manage conflicting priorities, handle a busy workload and meet frequently changing deadlines.
- Eye for detail and good analytical skills.
- Valid UK driving licence and willingness to drive an Authority vehicle
- Holder of a relevant degree or equivalent qualification

The content of this job description reflects the main duties and responsibilities of the job and are not intended to form part of the contract of employment. NLWA may revise the content of these roles and responsibilities at its discretion.

Work Environment:

The NLWA offices are situated in Tottenham Hale two minutes' walk from Underground and Main line station. The post holder will have the opportunity to work flexibly through a combination of home and site/office based working, with an expectation that the post holder will be site/office based two days per week on average. The Authority has a flexible working policy and will consider request for flexible working patterns that continue to meet the needs of the Business.

Relationships:

The post holder, in a Matrix arrangement to the Head of Strategy & Services with direction on the LEL contract from the Senior Contract Manager and be part of the Strategy and Services team within the Authority.

The post holder is expected to develop and maintain relationships across the organisation and liaise with internal staff, the Senior Leadership Team, contractors, Borough Service Managers, Borough Directors of Environment and external industry professionals. The post holder will also actively seek to make effective relationships with colleagues across the Strategy and Services team and the wider NLWA family.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other nonwhite ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or

assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,

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