

##### JOB DESCRIPTION

##### JOB TITLE: Facilities and Infrastructure Director – Practice Plus Group

**RESPONSIBLE TO: Managing Director – Secondary Care**

## **JOB SUMMARY:**

Lead the development of the Facilities Management (FM), Property & Infrastructure function in the achievement of all aspects of its agreed strategic, tactical and delivery goals.

Oversight and overall responsibility of the successful delivery of a high quality, professional and sustainable FM service across all Practice Plus Group sites, business units, and locations in accordance with all the relevant and applicable statutory, and regulatory frameworks, industry guidance and all relevant Practice Plus Group contractual obligations, policies and procedures.

Oversight and responsibility for all aspects of FM and network Infrastructure within the Practice Plus Group property portfolio and to oversee and ensure the ongoing and overall compliance for all property aspects of the whole estate as well as the related service partners’ delivery.

Lead and act as Contract Administrator for all new Hospital acquisitions and refurbishments. Manage all projects to time and within budget ensuring chosen suppliers act with integrity and deliver value for money.

Act as a key contributor at the senior leadership team level and advisor to executive team.

### Key Responsibilities

* Hold manage and develop the relationships with specialist expert partners such as Architect, M&E Engineers, PQS, Structural Engineers, Energy Consultancy and Authorising engineers as well as all delivery partners
* Lead the Property and FM function in its widest sense, ensuring at all times that the support services are aligned to the overarching business needs and objectives. Ensure that the Group’s business ethics, vision, values and culture are reflected through the actions of the team.
* Lead the Strategic view of the properties, associated projects and appropriate developments
* Develop, with input from the Group’s energy and utilities consultant, FM team, service partners and others a detailed plan to address the energy and utilities consumption across the estate in alignment with all Government initiatives, regulation and the Group’s own targets.
* Actively and formally oversee the contractual relationship with the out-sourced FM service partner ensuring all works are undertaken in an efficient and cost-effective manner to a high standard and in accordance with the applicable KPIs and contractual provisions.
* Overall responsibility and oversight (including technical review) of work undertaken, commissioned and delivered by other service partners in relation to PQS, architecture, interior design, M&E services, structural engineering, energy and utilities, building and engineering services including integration with medical and diagnostic equipment.
* Lead all capital related Infrastructure projects ensuring the provision of specialist support and guidance for all associated business cases including with reference to “project concept” through to “full business case” approval stages and gates. Act as the escalation point for all FM, building related, engineering, and technical projects.
* Lead the building/M&E capital replacement programme and to undertake as a matter of routine, capex reviews to ensure all property elements are both considered and co-ordinated and that no related matters are underestimated or missed. To ensure any associated contractor activity is procured, co-ordinated, supervised as appropriate, and successfully completed.
* Lead the engagement with the AE for medical gases. Ensure that the PPG Property and FM team lead and actively participate in Medical Gas reviews on an on-going basis and in any event at no less than bi-monthly intervals and to ensure on-going oversight of Medical Gas training.
* To contribute to the on-going and embedded risk management processes and to manage operational and commercial risk from a FM and Infrastructure perspective, with particular attention to asset replacement, and to ensure processes and safeguards are in place to provide the appropriate protection.
* To participate in lease negotiations as and when necessary and to provide property advice, including reviews, as applicable.
* To work closely with all Health Care central support functions as necessary.
* To comply with all Practice Plus Group policies and procedures.

This list of key responsibilities is not exhaustive and the post holder may be required to undertake other relevant and appropriate duties as reasonably required.

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| Facilities and Infrastructure Director Person Specification |
| Criteria | Essential | Desirable |
| Qualifications | Degree-level education in a relevant field (e.g., Facilities Management, Engineering, Property Management, Business Administration). | Project Management qualification (e.g., PRINCE2, PMP). |
|  | Membership of professional bodies such as IWFM (Institute of Workplace and Facilities Management) or IHEEM (Institute of Healthcare Engineering and Estate Management). | Formal property or estate management qualification (e.g., RICS). |
|   | Significant ongoing training and development record, including technical and leadership courses. |  |
|   | Health and Safety qualification such as NEBOSH or IOSH. |  |
| Experience | Proven experience in leading and managing a Facilities, Property & Infrastructure function within a complex, multi-site organisation. | Senior leadership experience in a healthcare, hospital, or clinical environment. |
|   | Strong experience in contract management, negotiation, and oversight of outsourced service partners, ensuring value for money and compliance with contractual KPIs. | Experience in lease negotiations and property-related legal matters. |
|   | Significant experience in capital project delivery, including new hospital acquisitions, refurbishments, and infrastructure projects, ensuring completion on time and within budget. | Experience with medical gas systems and their regulatory requirements. |
|   | Strong track record in strategic planning and lifecycle asset management, including energy and utilities consumption reduction initiatives. | Experience with sustainability and energy efficiency programmes. |
|   | Demonstrated ability to lead risk management processes related to infrastructure, FM, and property portfolios. | Experience in property compliance and estates governance within the healthcare sector. |
| Skills and Knowledge | Strong leadership and team management skills with the ability to inspire, develop, and direct a high-performing team. | Knowledge of hospital-specific engineering and estates management requirements. |
|   | Excellent financial and budget management skills, with the ability to oversee large capital and operational budgets. | Understanding of CQC and NHS Estates compliance standards. |
|   | High-level stakeholder management and relationship-building skills, with experience engaging at a senior leadership and executive level. | Familiarity with HTM (Health Technical Memoranda) and HBN (Health Building Notes). |
|   | Advanced negotiation and problem-solving skills, particularly in contract management and service delivery oversight. | Previous experience in an Authorising Engineer (AE) or Authorised Person (AP) role. |
|   | Strong knowledge of regulatory compliance related to FM, health & safety, and infrastructure management. | Experience in business case development for capital investment. |
|   | Proficiency in Microsoft Office Suite (Excel, PowerPoint, Word) and familiarity with CAFM (Computer-Aided Facilities Management) systems. |   |
| Other Factors | A commitment to providing high-quality service and maintaining excellent standards in facilities and infrastructure management. |   |
|   | Ability to work collaboratively, demonstrating resilience and confidence in high-pressure situations. |   |
|   | Strong commercial acumen with the ability to align FM strategies with organisational goals. |   |
|   | Energetic, proactive, and forward-thinking approach to facilities and infrastructure management. |   |