



CAMBRIDGESHIRE  
& PETERBOROUGH  
COMBINED AUTHORITY

## JOB DESCRIPTION

<b>Role</b>	<b>Commercial Lawyer</b>
<b>Reports to</b>	<b>Head of Legal/Deputy Monitoring Officer</b>

### Context

The Combined Authority was established in March 2017, with a vision to make Cambridgeshire & Peterborough the leading **place in the world to learn, live and work**.

A fast-paced, growing, organisation, with a wide-ranging portfolio of projects aimed at delivering the strategic ambitions for the Cambridgeshire and Peterborough Combined Authority region which include:

- Drive initiatives to double the size of the local economy through strategic investment and development.
- Strengthen the regions position as a leader in the knowledge-based economy through innovation and international engagement.
- Lead efforts to create more efficient, responsive, and locally tailored public services including Bus Franchising. Delivering essential improvements in transport and digital infrastructure to support seamless connectivity.
- Developing the UK's most technically proficient workforce through targeted initiatives and development/training programmes.
- Operate efficiency and responsiveness in public service delivery to better meet local needs.
- Implement strategies to address deprivation and uplift communities through sustainable and impactful initiatives

### Job Purpose

**Our lawyers are central to the success of the Combined Authority, shaping decisions that have a real impact across the region. In this role, you'll provide high-quality legal services, offering advice and assistance across a diverse range of disciplines connected to the Authority's work.**

**With the introduction of the English Devolution and Community Empowerment Bill, the Combined Authority is expected to gain expanded devolved powers, including governance functions relating to Fire & Rescue and the Police & Crime Commissioner. This represents a significant evolution in the Authority's remit, creating new responsibilities across community safety, emergency services governance, and public accountability.**

**Are you ready to make a real impact at the heart of regional transformation? We're looking for a forward-thinking Commercial Solicitor to join our ambitious legal team within a dynamic Combined Authority. This is a unique opportunity to work on high-profile commercial and**



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**corporate matters that shape the future of our region—supporting innovative projects, strategic partnerships, and sustainable growth. If you're passionate about using your legal expertise to drive change, influence policy, and support collaborative public-private initiatives, we'd love to hear from you.**

## Key Responsibilities

- Carry out legal work within the area of speciality set out in the schedule to this job description
- You will manage your own caseload with appropriate supervision, providing comprehensive legal advice and support—often in collaboration with senior colleagues—to help develop transport-related projects from inception through to completion. With the anticipated English Devolution and Community Empowerment Bill, the postholder will play a key role in advising on new statutory duties arising from the transfer of Fire & Rescue and Police & Crime Commissioner functions. This includes supporting the development of governance frameworks, decision making structures, and operational arrangements for these newly devolved responsibilities.  
so a flexible and proactive approach is essential.
- You'll be the primary legal contact for colleagues and stakeholders on a wide range of commercial matters.
- A key part of your role will involve advising on complex contractual arrangements and supporting the delivery of strategic initiatives. This includes providing legal input into the formation of a Mayoral Development Corporation and the creation of subsidiary companies—ensuring governance, compliance, and commercial viability. You'll also draft and review grant funding agreements, terms and conditions, and memorandum of understanding (MOUs) from central government. From routine service contracts to bespoke commercial arrangements, you'll prepare and negotiate legal documentation using precedent materials, helping to drive forward innovative and impactful projects. You will understand the commercial as well as legal issues surrounding the procurement and award of commercial contracts, and the future delivery of services across the Combined Authority
- Work closely with the Procurement team to develop working practices, policies and procedures with regards to procurement law. Supporting the Procurement Team in the procurement of goods, works and services – providing timely legal advice on procurement law
- Assist the Monitoring Officer, Deputy Monitoring Officer, and other members of the team to create a strategic working culture across the Authority focussed on excellence, continuous improvement and high professional and service standards.
- Assist the Monitoring Officer and Deputy Monitoring Officer in the provision of advice to elected members and Combined Authority staff on issues of decision-making, the Combined Authority Constitution and local government vices.
- Ensure an open and transparent decision-making process ensuring governance processes are complied with when delivering the Combined Authority strategic objectives



- Advise Combined Authority colleagues on legal matters and work with the local constituent authorities to ensure timely delivery of projects.

Please note that the Combined Authority offer flexible hybrid working

## Person Specification

### Leadership Behaviours

- Expansive, creative business thinker who thinks outside 'tried and tested' models or approaches
- Exceptional communicator and relationship-builder that generates confidence in colleagues, members and senior business stakeholders
- A strong professional with energy, flair resilience and credibility who provides others with clear direction
- Acutely political aware – able to assimilate and navigate political contexts with skill
- Highly adaptable - to changing circumstances and demands
- Collaborative – works productively with peers, team and others
- Motivated – driven by personal and organisational achievement

### Qualifications, Skills and Knowledge

- Qualified or Solicitor, Legal Executive, or Barrister with experience.
- Experience in one or more legal disciplines relevant to the role and referred to above in either the private or public sector
- Ability to work autonomously, under pressure and manage multiple priorities;
- Understanding of, or willingness to quickly develop expertise in, new devolved governance frameworks including Fire & Rescue and Police & Crime Commissioner functions as transferred to the Combined Authority.
- Excellent verbal and written communication skills with a good commercial sense
- Knowledge of public sector., the political environment and statutory obligations across the organisation.
- An understanding of the financial framework governing local authority activities.
- A good understanding of the statutory and regulatory framework which guides local government
- Ability to think strategically and to work with elected members to translate political vision into operational programmes.
- Ability to work in a facilitative way and devise innovative solutions to significant and complex legal problems.
- Excellent negotiation skills and an ability to influence outcomes through reasoning, persuasion and tact.
- High intellectual and analytical abilities; able to assimilate and analyse information quickly, identifying issues, priorities and solutions and using effective models, techniques and resources to resolve issues.



- Ability to use information technology to improve service delivery and reduce costs.
- Demonstrable continuous development and improvement of own leadership and professional practise.

### **Experience**

- Experience of dealing with legal matters in some of the subject areas described above in either the private or public sector.
- A demonstrated ability to advise members of policy options, determine priorities and to communicate a clearly recommended way forward.
- Evidence of high-level leadership with ability to impact, motivate, influence and develop others.
- Demonstrated evidence of significant service improvement through managing change including staff engagement, capacity building, workforce modernisation and organisational reform.
- Significant experience of the preparation, management and control and targeting of budgets, ensuring priorities and targeting of resources to achieve maximum value for money and income generation.
- Experience of identifying ways in which services can be delivered more efficiently by ensuring that the processes used, and the resources needed to apply those processes, provide the optimum route to achieve cost-effective solutions.
- Evidence of personal commitment to diversity in the workplace and in the shaping of service outcomes.

### **Role Specific Areas of Legal Responsibility**

- Local Government procedure and vires
- Commercial
- Procurement/Subsidy Control
- Transport
- Property
  
- Corporate and Company
- Public Service
- Data Protection
- Freedom of Information