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Chadderton
Pride in Place

Board Briefing Paper

Date: 22nd September 2026
Subject: Programme Support Team Structure and Costing

Oldham Council

Programme Support Team Structure and Costing Update

Purpose

This report provides the Neighbourhood Board with an update on the proposed Programme Support Team structure for the delivery of the Pride in Place programmes in Oldham. It outlines the rationale for the proposed staffing model, key roles and responsibilities, associated costs, and the next steps required to establish the team.

Back ground.

Oldham is currently delivering two Pride in Place programmes:

- **Phase 1:** Chadderton
- **Phase 2:** Alt and Holts

Both programmes are now fully operational and entering a critical stage of development and delivery. As projects move from planning into implementation, it is important that robust programme management, governance, community engagement, and delivery capacity are in place to ensure successful outcomes.

The proposed staffing structure has been designed to:

- Ensure effective, compliant and accountable programme delivery.
- Provide sufficient capacity to support increasing programme activity.
- Maximise value for money through shared resources where appropriate.
- Maintain a strong local presence within each Pride in Place area.
- Support the delivery of investment plans and long-term neighbourhood outcomes.

The team will be employed and managed by Oldham Council, whilst remaining accountable to the respective Pride in Place Neighbourhood Boards through agreed governance and reporting arrangements.

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Proposed Programme Support Structure

The proposed model combines strategic and programme-wide functions with dedicated locality-based capacity.

Role	Coverage	Key Responsibilities
Strategic Lead Officer	Shared across both programmes	• Provide strategic leadership and direction • Manage programme funding, governance, compliance and risk • Lead partnership and stakeholder engagement • Oversee delivery of investment plans • Monitor performance, outcomes and impact
Project Manager	Shared across both programmes	• Coordinate programme delivery and project implementation • Manage stakeholders and delivery partners • Lead programme monitoring, reporting and MHCLG returns • Oversee financial monitoring and budget management • Support community engagement and co-design activities
Place-Making Officers (2 posts)	One dedicated officer per programme area	• Build strong relationships with residents, community organisations and local stakeholders • Support Neighbourhood Board activity and governance arrangements • Facilitate engagement, participation and co-design processes • Coordinate local projects, activities and events • Champion local identity, assets and opportunities
Apprentice Programme Support Officer	Shared across both programmes	• Provide administrative and project support across the programme • Support community engagement and development activity • Assist with Board meetings and community forums • Support delivery of local events and initiatives • Gather community insight and promote local successes

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Benefits of the Proposed Model

The proposed structure offers a balanced approach that combines strategic oversight with dedicated neighbourhood capacity.

Key benefits include:

- A consistent and coordinated approach across both Pride in Place programmes.
- Shared specialist expertise, reducing duplication and maximising value for money.
- Dedicated place-based officers who can build trusted local relationships and support community-led delivery.
- Strong governance, performance management and compliance arrangements.
- Increased capacity to support resident participation and neighbourhood co-design.
- Development opportunities through the creation of an apprenticeship role, supporting future workforce and talent development.

Financial Implications

The costs associated with shared roles will be apportioned equally between both Pride in Place programmes.

Projected Staffing Costs

Financial Year	Total Annual Cost	Cost per Programme
2026/27	£170,000 * significantly lower due to some posts yet to be recruited	£85,000
2027/28	£275,000	£137,500
2028/29	£285,000	£142,500
2029/30	£300,000	£150,000

The above projections include assumptions relating to annual pay inflation. Current modelling assumes annual salary increases of approximately 3-4%; therefore, actual costs may vary slightly over the life of the programme and will be managed through routine budget monitoring.

To total annual costs for each programme are within the agreed expenditure for programme management and support and fully covered within the revenue budget allocations per year.

Total cost for Core programme support team for the Chadderton Programme 2026 – 2030 will be **£430,085.**

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Next Steps

Following the board meeting, and noting of the Planned structure the following actions will be progressed:

1. Secure recruitment approvals in line with Oldham Council policies and procedures.
2. Develop and advertise the relevant posts.
3. Undertake recruitment and selection processes, including appropriate Board representation.
4. Appoint and onboard successful candidates.
5. Establish performance management and reporting arrangements to ensure accountability to both Neighbourhood Boards.

Recommendation

The Neighbourhood Board is asked to:

1. **Note** the Programme Support Team structure.
2. **Endorse** the principle of a shared staffing model across both Pride in Place programmes, alongside dedicated place-based capacity in each neighbourhood.
3. **Support** the progression of recruitment activity to enable the team to be established and operational as soon as practicable.

This approach will ensure that both Pride in Place programmes have the capacity, expertise and local presence required to deliver their ambitions, achieve programme outcomes and maximise the impact of investment for local residents.