

Head of Capital Projects

Candidate Information Pack September 2026



Welcome from Terry Hull

Dear Candidate,

Thank you for your interest in the Head of Capital Projects opportunity at Gloucestershire Managed Services (GMS).

This is an exciting time to join our organisation. As we continue to invest in our estate, infrastructure and services, we are delivering an ambitious and growing capital programme that will directly support the future of healthcare across Gloucestershire. The projects we deliver are about far more than buildings and infrastructure; they create the environments that enable our clinical colleagues to provide outstanding care and improve the experience of patients, visitors and staff every day.

The Head of Capital Projects will play a pivotal role in shaping this future. This is a unique opportunity to lead a growing function, influence investment decisions and develop the capability, governance and culture needed to deliver a substantial and expanding portfolio of capital projects.

At GMS, we are proud of our people and the values that underpin everything we do. We are committed to collaboration, innovation and continuous improvement, working closely with Gloucestershire Hospitals NHS Foundation Trust and our wider partners to create sustainable, high-quality healthcare environments for the communities we serve.

If you are motivated by the opportunity to make a genuine difference, excited by growth and leave a lasting legacy, I encourage you to explore this candidate pack and consider joining us at this important stage in our journey.

I look forward to learning more about you and your aspirations.

Terry Hull
Director of Capital and Strategic Assets
Gloucestershire Managed Services Ltd

Introduction

This is a significant senior leadership opportunity for an experienced capital projects leader to take strategic and operational responsibility for the planning, prioritisation, governance, assurance and delivery of a capital investment portfolio valued at approximately £37 million per annum.

GMS provides a broad range of estates, facilities, infrastructure and support services that enable frontline healthcare services to operate safely, efficiently and effectively. Whilst not delivering direct patient care, GMS operates at the heart of healthcare delivery, supporting the environments in which patients are treated, clinicians work and healthcare services operate every day.

The Opportunity

The Head of Capital Projects will provide visible leadership to a multidisciplinary Capital Delivery function, working closely with the Associate Director Capital Projects, PMO & Compliance Manager, senior GMS colleagues and stakeholders across Gloucestershire Hospitals NHS Foundation Trust.

- lead the planning, development, prioritisation and delivery of the annual capital programme
- provide strategic oversight of portfolio performance, risk, interdependencies and delivery confidence
- oversee major construction, engineering, infrastructure, refurbishment and healthcare development projects
- lead and develop a multidisciplinary Capital Delivery team of approximately 15 staff through 2 direct reports
- strengthen programme governance, assurance, reporting, commercial management and value for money
- support business case development, investment planning and the successful delivery of the Trust estate strategy

About Gloucestershire Managed Services Limited (GMS)

Gloucestershire Managed Services Limited is a wholly owned subsidiary of Gloucestershire Hospitals NHS Foundation Trust and plays a critical role in supporting the delivery of healthcare services across Gloucestershire. The organisation provides estates, facilities, infrastructure and support services that help ensure safe, compliant and high-performing environments for care.

GMS is investing in its infrastructure, workforce and organisational capability. This includes strengthening the Capital Delivery function so it can support a growing programme of investment, improve healthcare environments, modernise infrastructure and support long-term estate strategy across Gloucestershire.

Why this role matters

The capital programme is substantial, complex and highly visible. Successful delivery requires strong leadership, clear governance, effective programme controls, commercial awareness, excellent stakeholder engagement and a culture of accountability and continuous improvement.

The Head of Capital Projects will therefore contribute directly to the conditions required for successful delivery across a portfolio of healthcare infrastructure, construction, refurbishment, statutory compliance and estate transformation schemes.

Role Overview: Head of Capital Projects

Job title	Head of Capital Projects
Remuneration	£79,504 - £91,609 per annum
Location	Gloucestershire, with attendance across GHFT sites and hybrid working
Reporting to	Associate Director Capital Delivery

Purpose of the role

This is a senior leadership opportunity for an experienced capital projects leader to take strategic and operational responsibility for the planning, prioritisation, governance, assurance and delivery of a capital investment portfolio valued at approximately £37 million per annum.

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Candidate profile

We are seeking candidates who can demonstrate substantial experience in complex capital, estates, construction, and ideally healthcare environments. Applicants should be able to evidence delivery within large, regulated and stakeholder-rich programmes rather than general project management experience alone.

For this role, the expected qualification and experience profile includes: Degree or equivalent professional qualification in construction, engineering, building surveying, architecture, project management, estates management or related discipline, with relevant professional membership and project/programme qualification such as APM PMQ or PRINCE2 Practitioner.

How to apply

If you are interested in this opportunity, please submit a comprehensive CV and a supporting cover letter of no more than one page outlining your motivation for applying, how your experience aligns with the role and the value you would bring to GMS.

Key dates

- Closing date: 7th October 2026 (12 noon)
- Selection event / longlist review: 14th October 2026
- Final interviews: w/c 26th October 2026

Confidential discussion

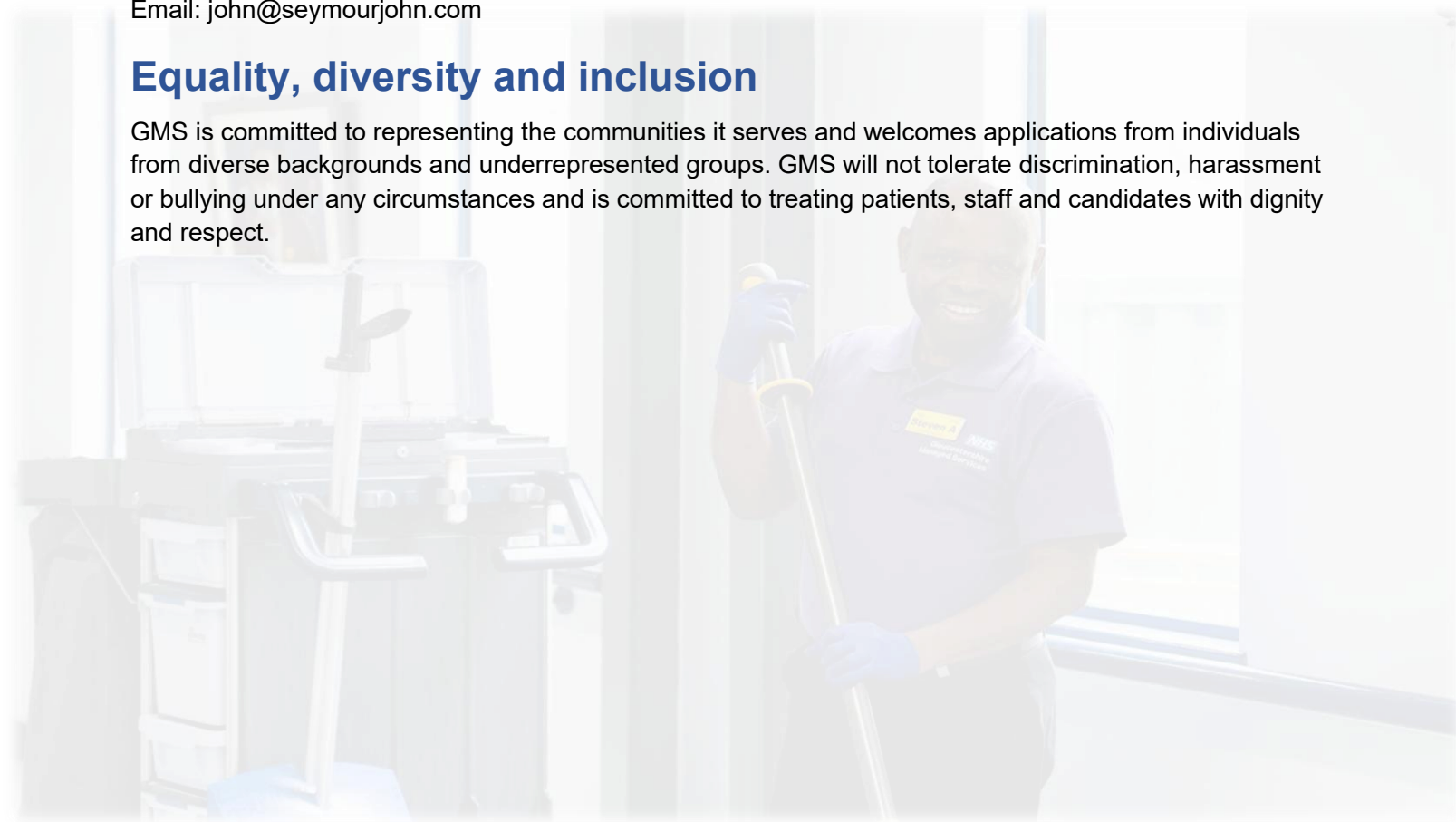
For an informal and confidential discussion about this opportunity, please contact:



John Lavictoire - Account Director
Executive Search (NHS & Healthcare)
Seymour John Public Services
Mobile: 07921 480 947
Email: john@seymourjohn.com

Equality, diversity and inclusion

GMS is committed to representing the communities it serves and welcomes applications from individuals from diverse backgrounds and underrepresented groups. GMS will not tolerate discrimination, harassment or bullying under any circumstances and is committed to treating patients, staff and candidates with dignity and respect.



Appendix A - Detailed job description and person specification: Head of Capital Projects

Head of Capital Projects

Department:	Capital
Grade:	£79,504 - £91,609 per annum
Location:	Gloucestershire Managed Services
Reporting to:	Associate Director Capital Projects

Job Summary

The Head of Capital Projects is responsible for the strategic leadership, operational management and delivery of the Gloucestershire Managed Services Capital Delivery function across Gloucestershire Hospitals NHS Foundation Trust and associated healthcare sites.

The postholder is accountable for the planning, prioritisation, governance, assurance and performance of a capital investment portfolio valued at approximately £37 million per annum, ensuring that capital developments, infrastructure investments, statutory compliance schemes and estate transformation projects are delivered safely, effectively, on time, within approved budgets, in accordance with organisational priorities and in compliance with all relevant statutory, regulatory and NHS requirements.

The postholder will lead a multidisciplinary Capital Delivery function comprising approximately 15 staff through 2 direct reports, providing strategic leadership, professional direction and performance management to deliver a high-quality, customer-focused capital project management service. The role will provide expert professional advice to Executive Directors, senior managers and Trust stakeholders, supporting capital investment planning, business case development and the successful delivery of the Trust's Estates Strategy.

Working in partnership with the PMO & Compliance Manager, the postholder will ensure robust programme controls, governance, reporting and assurance processes are consistently applied across the Capital Delivery function. The postholder will also ensure the Capital Delivery function operates in accordance with both the GMS–Trust Partnership Governance Charter, establishing effective client/provider governance, clear accountability and collaborative decision-making, and the Capital Delivery Partnership Charter, embedding the team's agreed ways of working, professional standards and collaborative approach to capital project delivery.

As a senior leader within GMS, the Head of Capital Projects will contribute to the development and delivery of the organisation's strategic objectives, estate modernisation and the Capital Delivery Improvement Programme, championing continuous improvement, modern programme management practices and a culture of accountability, collaboration and delivery excellence across the Capital Delivery function.

Main Duties and Responsibilities

Technical and Operational

- Lead the planning, development, prioritisation and delivery of the annual capital programme valued at approximately £37 million.
- Own the integrated capital portfolio, ensuring projects are prioritised, appropriately resourced and aligned to organisational objectives and available capital funding.
- Develop, implement and continuously improve programme management arrangements in accordance with the Capital Delivery Partnership Charter, embedding consistent ways of working, effective collaboration between the Project Delivery and PMO & Compliance functions, and agreed

project management standards, behaviours and delivery methodologies to ensure the effective delivery of all capital projects. Ensure the Capital Delivery function operates in accordance with the agreed GMS–Trust Partnership Governance Charter, embedding agreed principles, roles, responsibilities, delegated authority, governance arrangements and behaviours across all aspects of capital investment planning and delivery.

- Promote collaborative working across GMS, Gloucestershire Hospitals NHS Foundation Trust and external partners, ensuring clear accountability, transparent decision-making and a 'one team' approach to delivering the Capital Programme.
- Maintain strategic oversight of portfolio performance, proactively managing interdependencies, risks, issues, resource constraints and delivery confidence, whilst providing robust assurance through clear reporting of portfolio performance, investment priorities and recommendations to Boards, Committees and Executive stakeholders.
- Oversee the delivery of major construction, engineering, infrastructure, refurbishment and healthcare development projects.
- Ensure capital projects are delivered in accordance with agreed quality, cost and programme objectives, applying the Capital Delivery Governance Framework, including project lifecycle controls, gateway reviews and assurance processes, and ensuring appropriate engagement and consultation with internal and external stakeholders throughout the project lifecycle to support effective decision-making and successful project delivery.
- Ensure projects are managed through an agreed Capital Delivery Governance Framework, applying lifecycle controls, gateway reviews and assurance processes consistently across all schemes
- Lead the preparation and development of Outline Business Cases, Full Business Cases and supporting investment documentation.
- Ensure compliance with all relevant legislation, technical standards and healthcare guidance including:
 - Health and Safety at Work Act
 - Construction (Design and Management) Regulations
 - Health Technical Memoranda (HTMs)
 - Health Building Notes (HBNs)
 - Building Regulations
 - Fire Safety Regulations
 - NHS Capital Planning Guidance
- Provide expert technical and professional advice to senior stakeholders regarding project development, feasibility and capital investment.
- Provide strategic oversight of procurement, contract and commercial management across the capital portfolio, ensuring procurement strategies, contractor performance, commercial risk and value for money are effectively managed in accordance with NHS procurement legislation, organisational Standing Financial Instructions and Standing Orders
- Ensure effective portfolio governance, assurance, reporting and risk management arrangements are maintained in accordance with the Capital Delivery Governance Framework and the GMS–Trust Partnership Governance Charter, providing confidence to Executive Teams and Boards regarding programme performance and delivery.
- Monitor project performance and implement corrective action where required.
- Ensure lessons learned and continuous improvement principles are embedded across all projects and throughout the project lifecycle.
- Act as lead adviser on capital programme matters and provide assurance to relevant governance groups.

Professional Development

- Maintain own professional knowledge and registration where applicable.
- Keep abreast of developments in healthcare estate planning, project management, construction delivery and NHS capital investment.
- Lead the ongoing development and maturity of the Capital Delivery function in line with the Capital Delivery Improvement Programme roadmap, embedding the principles of the Capital Delivery Partnership Charter together with best practice programme management methodologies, governance arrangements, systems, processes and professional standards across the service.
- Promote continuous improvement and innovation within the Capital Projects Team.
- Support professional development activities across the wider Estates and Facilities function.
- Develop future leadership and technical capability within the team.

Supervision and Coordination

- Lead and manage a team of approximately 15 staff through 2 direct reports.
- Ensure effective portfolio resource planning, balancing workload, capability and capacity across the Capital Delivery team to maximise programme performance, whilst maintaining appropriate business continuity, resilience and leadership cover to ensure continuity of service during planned and unplanned absence.
- Provide leadership, direction and support to Project Managers, technical specialists and project support staff, embedding the Capital Delivery Partnership Charter to promote consistent ways of working, effective collaboration with the PMO & Compliance function, shared accountability and continuous improvement across the Capital Delivery function.
- Establish clear performance objectives and development plans for direct reports.
- Undertake recruitment, appraisal, performance management and employee relations responsibilities.
- Develop future leadership capability through succession planning, coaching and professional development of the Capital Delivery workforce.
- Promote a culture of accountability, collaboration, innovation and customer focus through the principles and behaviours set out within the Capital Delivery Partnership Charter.
- Manage external consultants, contractors and specialist advisers to ensure delivery of agreed outcomes.

Internal Relationships

The postholder will work closely with:

- Executive Directors
- Associate Directors, including the Associate Director for Capital Delivery
- PMO & Compliance Manager
- Clinical Directors
- Divisional Directors
- Operational Managers
- Estates and Facilities Management Teams
- Procurement Teams
- Finance Teams
- Business Continuity Team
- Digital and Transformation Teams
- Health and Safety Teams
- GMS Senior Leadership Team.

External Relationships

The postholder will establish and maintain effective relationships with:

- NHS England representatives
- Integrated Care System colleagues
- Local Authority representatives
- External consultants
- Architects and design teams
- Construction contractors
- Professional advisors
- Statutory regulators
- Professional bodies
- NHS Supply Chain and other external Framework providers and procurement organisations

Additional Context (Physical Effort and Working Conditions)

- The role requires regular attendance at construction sites, healthcare facilities and operational environments.
- Occasional exposure to construction activities and environments undergoing redevelopment.
- Requirement to travel between Trust sites and external meetings.
- Frequent use of VDU equipment.
- Occasional requirement to respond to urgent project, compliance or operational issues outside normal office hours.
- Significant concentration required when analysing complex technical, financial and programme information.
- Ability to manage multiple competing priorities within a complex and demanding environment.

Person Specification

Qualifications and Training

Criteria	E/D	A/I
Degree or equivalent professional qualification in Construction, Engineering, Building Surveying, Architecture, Project Management, Estates Management or related discipline	E	A
Membership of a relevant professional body (MRICS, MCIQB, MAPM, CEng, MICE or equivalent)	E	A
Evidence of continuing professional development	E	A
Postgraduate qualification or Master's degree in a relevant discipline	D	A
APM Project Management Qualification (PMQ), PRINCE2 Practitioner or equivalent programme management qualification.	E	A
MSP Practitioner	D	A

Knowledge and Skills

Criteria	E/D	A/I
Extensive knowledge of capital programme and project management methodologies	E	A/I
Comprehensive understanding of NHS estates and capital governance processes, including programme controls, change control, portfolio risk management and assurance frameworks.	E	A/I
Comprehensive knowledge of programme governance, portfolio management, programme controls, change control, assurance frameworks and portfolio risk management within a complex capital delivery environment.	E	A/I
Knowledge of HTMs, HBNs and healthcare construction standards	E	A/I
Strong financial and commercial management skills, with experience of business case development, capital investment planning, prioritisation and ensuring value for money across a complex capital portfolio.	E	A/I
Advanced stakeholder management, negotiation and influencing skills	E	I
Excellent written, presentation and communication skills	E	I

Experience

Criteria	E/D	A/I
Significant senior management experience within a capital projects, estates or construction environment	E	A/I
Experience leading a large multidisciplinary team	E	A/I
Experience of leading the delivery of complex capital programmes in excess of £30 million annually, with responsibility for portfolio governance, assurance and performance across multiple concurrent capital projects.	E	A/I
Experience developing and delivering business cases and investment proposals	E	A/I
Experience reporting and presenting	E	A/I

Criteria	E/D	A/I
complex programme information to Boards, Committees and senior leadership groups		
Experience of managing organisational change and continuous service improvement within a capital delivery environment	E	A/I
Experience within an NHS or healthcare environment	D	A/I

Personal Attributes

Criteria	E/D	A/I
Able to operate strategically whilst maintaining oversight of operational delivery.	E	A/I
Strategic thinker with strong leadership capability	E	A/I
Able to build credibility and influence at senior levels	E	A/I
Ability to deliver through others and manage competing priorities	E	A/I
Demonstrates resilience, sound judgement, political awareness and credibility when influencing senior stakeholders and leading through complex situations.	E	A/I
Commitment to GMS values and continuous improvement	E	A/I

Job Size Indicators

Leadership of a multidisciplinary Capital Delivery function comprising approximately 15 staff through 2 direct reports.

Accountable for a capital investment portfolio valued at approximately £37 million per annum.

Responsible for the delivery and governance of multiple concurrent capital projects across Gloucestershire Hospitals NHS Foundation Trust and associated healthcare sites.

Provides strategic advice and assurance to Executive Directors, Trust Boards, Committees and senior stakeholders.

Leads the ongoing development of the Capital Delivery function in accordance with the Capital Delivery Improvement Programme roadmap.

Ensures the Capital Delivery function operates in accordance with the GMS–Trust Partnership Governance Charter and the Capital Delivery Partnership Charter.