

EBBSFLEET DEVELOPMENT CORPORATION

Job Title: Planning Delivery Manager (2 roles)

Salary: c.£50,000 depending on qualifications and experience

Contract Type and Working Pattern:

Permanent, Full-Time

Closing Date: Monday 24 February (12 midday)

Interviews: Monday 10 March – to take place in Ebbsfleet

Role Purpose:

The Planning Delivery Manager will manage packages of work in the next stages of design and all strategic planning applications for Ebbsfleet Central on behalf of Ebbsfleet Development Corporation in its role as landowner and Strategic Master Developer.

Following outline planning permission this includes the Site Wide Masterplan, Area Masterplan and Design Code for Ebbsfleet Central East and the development of proposals for Ebbsfleet Central West and Blue Lake. In addition, the Planning Delivery Manager will support the appointed Development Manager who are leading on the reserved matters applications for delivery of the first phase infrastructure works.

Applications:

To apply please first read the Candidate Pack on the Ebbsfleet Development Corporation website that sets out the requirements for applications.

Your application **must** include your CV and also a cover letter (maximum 3 sides) that explains how you meet the Essential Criteria for the role.

The Role:

We are recruiting two Planning Delivery Manager roles, both of whom will work across the workstreams detailed above with each role to focus on one of the following core areas:

- Ebbsfleet Central East
- Ebbsfleet Central West and Blue Lake

When applying for one of these roles, applicants should indicate whether they have a preference for either role, or whether they would like to be considered for both roles.

The successful candidate will be contributing directly to the delivery of one of the largest and most exciting regeneration projects in the country and the heart of a new community in North Kent. Working at EDC provides a great opportunity for anyone who is keen to learn and develop as a planning professional working with a range of stakeholders to support the delivery of complex infrastructure and a planning approval framework that will allow private sector partners to create the new homes and jobs. This role is ideally suited to candidates who have a good understanding of the planning process including experience of working on major planning applications

and who has a passion to be part of this unique experience to deliver a new benchmark for 21st century development.

Reporting Arrangements:

The post-holder will report to the Senior Planning Delivery Manager within the Ebbsfleet Central Development Team.

Main Accountabilities and Responsibilities:

The post holder will be required to:

- To manage packages of work in support of the Senior Planning Delivery Manager in delivering all required strategic planning permissions and consents for Ebbsfleet Central;
- Provide town planning expertise required to secure planning permissions for Ebbsfleet Central to enable the development to be brought forward and support in managing all stages of the planning process;
- Develop planning strategies and support business case development to deliver future projects;
- Produce and review of planning submission documents by Ebbsfleet Development Corporation and their Consultants;
- Support in the procurement, management and coordination of a number of external consultant and professional advisor teams;
- Work collaboratively with the wider Ebbsfleet Central Team and the Development Manager to support the delivery of Ebbsfleet Central and ensuring planning strategies and programmes are aligned with the wider project;
- Engage with statutory consultees, stakeholders and local planning authorities to negotiate effectively on behalf of Ebbsfleet Development Corporation to secure agreement on planning matters;
- Contribute to and attend consultation and stakeholder events (some of which may take place outside of core working hours);
- Supporting the Senior Planning Delivery Manager with project level financial budgets, budget setting as well as invoice and contract management of external consultant teams;
- Support the provision of updates and preparation of reports as required to Ebbsfleet Central Working Group, Ebbsfleet Central Project Board and EDC Board meetings
- Engage with local communities on emerging design proposals and planning applications;
- Monitoring emerging planning policy and guidance and providing strategic advice on planning policy, legislation and development;
- Ensure effective liaison with other functions within the Ebbsfleet Development Corporation and external agencies as appropriate;
- Provide direct and indirect support and assistance on planning matters to colleagues in the Development Team on other projects; and
- Such other non-recurring duties appropriate to the post as may be directed.

Person Specification

The Essential and Desirable criteria for this role are as follows:

Essential Criteria:

- A minimum of 3 years Town Planning experience in either public or private sector, including Chartered Membership of the RTPI or equivalent experience (or the ability to apply for membership);
- Experience of preparing and managing complex planning applications;
- Detailed understanding of planning policy and legislation;
- Experience of working and negotiating with a large numbers of stakeholders including local planning authorities;
- Demonstrable experience of managing consultants and achieving outcomes in line with an agreed programme;
- Experience undertaking positive engagement with local communities on emerging design proposals and planning applications;
- Sound project planning skills;
- Excellent written and oral communication skills and ability to present to internal and external stakeholders from a range of different professional backgrounds;

Desirable Criteria:

- Experience of implementing planning permissions throughout the delivery of development;
- Experience of public sector processes including the Business Case process and/or securing funding for development.
- Knowledge of Environmental Impact Assessment processes and procedures;

Other Information:

This post will be based at the Ebbfleet Development Corporation's offices in the Observatory, Castle Hill. It will involve some occasional travel.

We currently operate a hybrid working arrangement whereby staff mix working from home and the office. Staff are required to work a minimum of 40% of their time from the Ebbfleet Development Corporation office.