

SECTION B – SPECIFICATION

B1 SPECIFICATION

The Council is looking to appoint a project management resource for Culm Garden Village.

The resource.

1. Provision of a dedicated project management resource on a part time basis for a period of one year. Start date TBC, but need to be available to start the commission in September 2017.
2. The Council wish to retain the ability to vary the working pattern per week to take account of circumstances, but ensure contract milestones are delivered.
3. Following contract award, a working pattern will be mutually agreed in advance of commencement between the contractor and Council.
4. Resource to be delivered primarily, but not exclusively as a single, named person. The Council wish to retain flexibility to call on a wider staff resource from the contractor should circumstances require such as specialist skills /knowledge.
5. Resource to be delivered locally to the project, being based in the office of Mid Devon District Council in Tiverton, Devon and / or the office of Cullompton Town Council, Cullompton.
6. The project lead will need to be able to have access to a car to allow travel to meetings and to undertake site visits in connection with the commission. (Will not be able to rely upon public transport).

Skills and knowledge.

1. The Council require the following knowledge /experience:
 - (i) Significant experience of delivering large scale, complex, residential led development projects.
 - (ii) Significant experience of project management including the coordination of multiple work streams, commissioning of reports and studies and oversight of consultants.
 - (iii) Knowledge of different delivery models, governance arrangements and development viability.
 - (iv) Knowledge and experience of the delivery of highway infrastructure.
 - (v) Knowledge and experience of different funding sources for infrastructure including the writing /assessment of funding applications.
 - (vi) Significant experience of liaison and coordination with different stakeholders including government agencies over the delivery of large scale, complex development projects.

- (vii) Significant knowledge of the planning system including policy formulation, development management and major projects, is a qualified planner and MRTPI.
- (viii) Knowledge and experience of masterplanning.
- (ix) Knowledge and experience of local Government and political awareness.
- (x) Extensive experience of public engagement and consultation.

Payment

Payment by invoice will be made upon delivery of key project milestones which will be agreed prior to commencement of the contract.

FOR INFORMATION ONLY , PLEASE REGISTER YOUR INTEREST TO ACCESS FULL DOCUMENTS