



Job description

Barley Homes Strategic Development Manager Band SM

Employed by West Suffolk Council, this role will provide leadership for the council's wholly owned housing development company, Barley Homes. The company is dedicated to providing best quality homes for sale which enhance our local environment and supporting the council to deliver much needed new housing across West Suffolk. The successful applicant will have a relevant property and/or construction qualification (e.g., RICS, MRTPI, or equivalent) with extensive experience with the property development and planning sectors and a proven track record of delivering viable development. This post is funded by Barley Homes, therefore linked to the successful delivery of the company's performance.

At West Suffolk Council we positively encourage agile working, with work being an activity we do, not a place we go. Work styles are led by operational and organisational need and are jointly agreed between the manager and employee.

Key responsibilities and activities

You will be responsible for overseeing the strategy and implementation of the full development process for Barley Homes.

Specific duties will include:

- Leading on Barley Homes' acquisition and housing development strategy.
- Leading on preparation of the company's business plans and annual report as well as providing advice and reports to the Barley Homes Board and shareholders in line with the company and council's governance arrangements.
- Advising Board Directors on the development of the company structure to meet its business plan aims and implementing the actions agreed by the Board.
- Manage the daily administration of the company including acting as company secretary and manage all necessary reporting to Companies House and other regulators as required.
- Developing a clear planning strategy to optimise the outcomes which Barley Homes delivers from a place making perspective. This will involve management of Barley Homes assets through council processes such as the local plan and neighbourhood plans as well as overseeing the planning process to secure permission for individual sites.
- Commissioning lead for Barley Homes, assembling, procuring, and overseeing a development team and contractors to deliver individual sites. Responsible for

contract management you will also explore procurement across multiple sites as appropriate to achieve optimum development and financial value.

- To oversee each stage of the development process from finding and playing a lead role in negotiating land acquisition, site assembly, planning and building control, construction, and sales.
- Responsible for growing the Barley Homes brand and further shaping its position in the West Suffolk housing market. Overseeing the development of an overarching marketing strategy which builds on successes and sets out the principles for our approach to sales.
- Using development expertise and demonstrable track record, further develop external market relationships to increase new opportunities and outcomes for Barley Homes, including establishing new partnerships.
- Assessment of market competition, wider developments and innovations, and evaluate absorption rates to inform the company's development strategy and growth.
- Matrix-managing a team of development managers and will also commission resources to supplement the team relative to the business plan and development pipeline.
- Represent the company, when requested, to various statutory authorities, professional organisations and to other outside groups.
- Programme management of the overall development pipeline, including producing monthly progress reports and reporting to the Board and shareholders, as required.
- Responsibility for the financial direction of each development project, reporting project progress against development appraisal objectives, throughout the lifetime of the project.
- Produce and manage budgets and professional fee spend, in line with budget forecasts.
- Interpret and produce both high level and detailed development scheme viability appraisals.

April 2024