

Harlow & Gilston Garden Town Director



HGGT Færfield

HARLOW & GILSTON
GARDEN TOWN

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Welcome Letter

Dear Candidate

Thank you for your interest in the role of Director of Harlow and Gilston Garden Town. Harlow and Gilston Garden Town provides one of the most exciting growth opportunities of any place in the UK. It will create exciting new communities in Harlow with over 20,000 new homes and transformational supporting infrastructure. The Garden Town will support regeneration of Harlow town centre and provide significant new job opportunities.

When Harlow was created as a New Town some 70 years ago, it grew from a vision shaped by Sir Frederick Gibberd, acknowledged as one of the leading architect planners of his time. Gibberd saw the town as 'an organism which would go on changing and being rebuilt as the needs of the people changed.' Since then, Harlow has grown and so has its ambition, its demands, and its needs.

The Garden Town proposals respond to these changes and grasp the opportunity that its location at the heart of the UK's Innovation Corridor presents – with exceptional links to London, Stansted Airport and Cambridge.

As Director of Harlow and Gilston Garden Town you will be leading this once in a generation programme being delivered across five Council partners. Your role will be to co-ordinate and enable the delivery of over 20,000 new homes along with associated transport, community, and environmental infrastructure.

This is an exciting time to join as Director given the programme is evolving from policy into delivery. The first significant planning application of 10,000 homes has been approved at Gilston and delivery of new transport infrastructure has commenced.

As Director you should:

- Be a natural leader who can be both inward and outward facing with council and political stakeholders, site developers, communities and businesses
- Bring experience of working collaboratively across council organisations on major initiatives in a rapidly moving environment
- Bring proven experience of delivering similar scale housing growth and associated transport, community, environmental and infrastructure projects
- Be able to inform how the programme governance should evolve over time and lead the team into a potential new delivery vehicle
- Possess a good understanding of central Government structures, processes and funding programmes
- Bring experience of interpreting relevant policies including an understanding of what amendments or additional work may be required to deliver sustainable growth

About Harlow & Gilston Garden Town

Harlow and Gilston Garden Town (HGGT) is a cross boundary, five Council led initiative to deliver Garden Town led growth and regeneration for new and existing communities in and around Harlow.

The initiative is managing the delivery of 16,000 new homes over the next nine years in four new Garden Town neighbourhoods in Water Lane, Latton Priory and East of Harlow with the fourth made up of seven new Garden villages in Gilston.

It will also see regeneration of Harlow's town centre, with ambitious plans that will bring forward a new Arts & Cultural Quarter alongside a redeveloped Broad Walk area and upgraded bus station.

HGGT was formally designated by Government in 2017 and is led by a unique public sector partnership of five Local Authorities – East Herts District Council, Epping Forest District Council, Essex County Council, Harlow District Council and Hertfordshire County Council.

It captures the New Town principles of bringing together the best of urban and rural, integrating green and open spaces with neighbourhoods creating high-quality places that embrace and enable sustainable and healthy living.

HGGT works with communities, land-owners and developers to put the Garden Town principles at its heart.

From environmental stewardship to new homes, to connected communities and neighbourhoods where economy, learning, caring, health, wellbeing, culture and a thriving energised Harlow town centre all contribute to a transformative, connected and sustainable opportunities for a growing community.

The Garden Town will bring a range of benefits for all existing as well as new residents. It will bring:

- New fast, frequent, high quality bus services
- Town Centre enhancement and regeneration
- New job
- New schools
- New homes
- New and improved cycling routes
- New opportunities

Please view our [Vision Statement](#), as well as our [Annual Review 2023-24](#), alongside a range of [other relevant documents here](#).

Purpose

- To lead the Harlow & Gilston Garden Town (HGGT) Partnership to maximise the delivery of the allocated spatial growth initiative, in 4 new neighbourhoods and within the existing town of Harlow, of 23,000 new homes with 16,000 by 2033.
- To co-ordinate, negotiate and broker relationships between the 5 Council Partners of HGGT, elected Members and officers, to ensure that agreement on a shared HGGT Partnership position is reached on the strategic direction and implementation of the growth initiative in line with the HGGT Vision and policies.
- To be the Senior Responsible Officer for the HGGT Joint Committee including support and briefings for the HGGT Chair.
- To work with the HGGT Joint Committee to take the HGGT governance to its next iteration including an options study for future delivery models.
- To ensure a rolling Business Plan for HGGT is in place to provide co-ordination and enabling activity to facilitate the HGGT spatial growth. To secure agreement for the Business Plan by the HGGT Joint Committee, and to implement its proposals.
- To lead the HGGT Core Team and the 'in-kind' HGGT officers employed by the partner authorities to deliver the HGGT Business Plan and ensure appropriate governance and oversight arrangements are in place including PMO structures.
- To work closely with Government agencies, Local Authorities and stakeholders, including local communities and businesses, infrastructure providers, landowners and/or site promoters, developers and potential investors to maximise the delivery of the HGGT initiative as set out in the HGGT Vision and policies.

Key Accountabilities

Governance

- Be the SRO for the HGGT Joint Committee ensuring delegations are implemented and support and briefings provided for the HGGT Chair.
- Be the principal contact for the HGGT Accountable Body (currently EFDC) and ensure legal, procurement, regulatory, reporting and governance standards are met including the terms of the HGGT Partnership Agreement, the 'Inter Authority Agreement'.
- Maintain a HGGT Master Programme and Risk Register for the HGGT Initiative presented to the HGGT Joint Committee for oversight and mitigation.
- Provide the leadership and strategic advice to the HGGT Partnership, both elected Members and Officers, to maximise delivery of housing, economic growth, environmental, strategic infrastructure, regeneration initiatives and community engagement in line with the HGGT Vision.
- Implement further governance reviews of the HGGT Partnership including any technical studies required to progress governance into alternative delivery models.

Finance

- Noting the HGGT model is an annualized commissioned-service model, to identify and secure funding to support the project each year and ensure that any funding gaps are identified and addressed well in advance of task/activity initiation.
- Manage the HGGT operational budget and provide regular updates to the HGGT Joint Committee.
- Seek opportunities for external funding for the HGGT initiative, developing and submitting funding bids as required.

Delivery

- Ensure that there is an annual Co-ordination and Delivery Workplan which anticipates priority interventions required to deliver the overall Master Programme of the HGGT Initiative.
- Ensure that the range of required HGGT plans and strategies are co-ordinated and implemented across the HGGT Partnership, (i.e. the Infrastructure Delivery Plan, Transport Strategy, Modal Shift Implementation Plan)
- Provide leadership for the HGGT Partnership to influence and respond to masterplans and formal planning responses.
- Provide senior level support to the LPA's in s106 negotiations and planning applications, to ensure that contributions towards required HGGT infrastructure are maximized and a partnership position agreed with developers.
- Co-ordinate and lead the HGGT Partnership to deliver essential infrastructure, at the right time, for the new settlements and the existing town of Harlow including provision of the network of Sustainable Transport Corridors, essential to delivering modal shift in the Garden Town.
- Oversee all legal land assembly arrangements to ensure delivery of the project including CPOs where required.

Communications and Engagement

- Provide an externally visible profile of HGGT locally, regionally and nationally to attract funding, investment and awareness. Public speaking will be required.
- Influence and enthuse Government, community and key stakeholders about the scale, purpose, ambition and benefits of HGGT to build active engagement and support.
- Maintain and implement the Annual HGGT Communications and Engagement Plan.
- Ensure that the HGGT website is informative, accessible and updated and HGGT's social media presence is further developed and expanded.
- Develop and implement community engagement programmes working collaboratively with the HGGT Partnership, developers, Voluntary sector, Parish Councils and Neighbourhood Planning Groups and including the Your Quality-of-Life benchmarking studies.
- Deliver focused behaviour change programmes to support the sustainable travel mode shift objective to support the planned HGGT growth.
- Establish effective and coordinated stewardship and endowment arrangements and processes for the Garden Town neighbourhood sites and their future communities.

Leadership and collaborative working

- To Lead the HGGT Partnership and drive collaborative working across all 5 Council partners of HGGT, the developers of the strategic sites and the private and voluntary sector delivering for the community.
- To lead and Chair the HGGT Executive Officer Groups to ensure there is effective cross-boundary joined up working between the 5 Council Partners of HGGT and support partners to resolve issues collaboratively.
- Ensure that there are regular informal briefings for Officers and elected Members on key matters relating to the HGGT.
- To lead the HGGT Core Team and the 'in-kind' HGGT officers employed by the partner authorities delivering the annual HGGT workplan and ensure effective and inspirational team building and development activities across the HGGT partnership.
- To lead the PMO structure ensuring that effective programme governance is in place to deliver work to time and on budget.
- To provide the intelligent client role for externally commissioned studies and report to further the work of HGGT.
- Ensure effective arrangements are in place for joint working with developers and their teams through the HGGT Developer Forum.

Skills/Knowledge/Attributes

Education

- Graduate or demonstrable equivalent work experience.
- Formal management or project or programme management training or demonstrable equivalent work experience.
- Professional qualification.

Experience

- Successful strategic leadership in an organisation of comparable scale and complexity.
- A demonstrable track record of leading, motivating and inspiring large multi-disciplinary teams to achieve strategic objectives.
- Experience of community-based placeshaping, the delivery of inclusive growth, economic development and regeneration projects.
- Experience of delivering significant housing and infrastructure projects including establishing delivery vehicles.
- Demonstrable experience of working successfully with partners to achieve objectives.
- A track record of working to manage conflicting national and local priorities.
- Evidence of building and maintaining organisational reputation and profile.

Knowledge & Skills

- Ability to establish positive relationships with key stakeholders at all levels, including Elected Members, Partners, Staff, Developers, Residents and Local Businesses that generate confidence and respect.
- A thorough knowledge and understanding of the current issues facing local government.
- Possess a high degree of political sensitivity and commercial understanding.
- A good understanding of the strategic use of technology for consultation and engagement purposes.
- Good understanding of the Local Plan process and planning policy and development management fields as well as sustainable transport.
- Strong negotiation and influencing skills.

- Strong problem solving skills with the ability to make sound and rational judgements based on evidence, creating solutions that are sustainable, inclusive and future focused
- Strong inter-personal and communication skills, including the ability to consult, negotiate, persuade and influence others.
- Outward looking perspective and strong advocacy skills.
- Strategic thinker who has the ability to roll sleeves up to get the job done.

Behaviours

Trust

- Able to demonstrate personal conduct, integrity and credibility that inspires confidence in members, employees, customers, partners and others.
- The ability to act as an inspirational role model, lead, manage, empower, nurture talent, and motivate employees.
- Self aware and understands how own style and behaviour impacts on the performance of others.

One Team

- The ability to communicate and gain ownership of a clear vision and direction.
- Enthusiastic, energetic and inspirational leadership.
- Strong emotional intelligence and resilience.
- Successfully lead teams and achieving performance and results through them.

Performance

- Strong focus on outcomes.
- Proactive and tenacious in approach.
- Be commercially astute, identifying business opportunities, showing financial awareness and cost control.

Innovation

- Good judgement, strong analytical skills and the ability to use data and information intelligently and innovatively.
- Keep abreast of good practice, trends, innovative ideas across the public and private sectors.

Customer

- Demonstrate a strong customer focus.
- Demonstrate a strong personal commitment to quality and cost effective public services, informed by customer and community involvement.

Other requirements

- Ability to attend meetings outside normal working hours on a regular basis.
- Able to attend meetings at partner organisations and across the district where public transport does not exist or is limited.

How to apply

Contact

For a private and confidential discussion, please contact:

Sean Anderson

Email: sanderson@faerfield.co.uk

Tel: 0121 592 2165

Ben Cox

Email: bcox@faerfield.co.uk

Tel: 0121 592 2165

Indicative Timetable:

Closing date for applications: Midnight 16 March 2025

Interviews: likely to be w/c 24 March 2025 (TBC by HGGT)

(these dates may be subject to change)

Apply

To apply for this role please visit www.fajerfield.co.uk/hggtdirector and find the Apply button at the bottom of the page. When prompted, please submit your CV and a Supporting Statement (no more than four sides of A4 each).

With your CV, please also provide the names and contact details of two referees, one of whom should be your current or most recent employer. Referees will only be contacted if you reach the final stages, and we will not contact referees without your permission.

Your supporting statement should express why you are interested in this role and what experience you can bring to the organisation. The statement should tackle the specific requirements of the role; outlining examples and outcomes showing how you meet those requirements.