

Job title:	Strategic Infrastructure Co-ordinator	Role Profile No	ENH182
Grade:	Q		
Directorate:	Strategic Development and Growth	Reporting to:	Head of Planning
		Responsible for:	0 staff

[Reporting Structure](#)

Role Overview:

To lead the co-ordination of infrastructure planning, in particular at the NEV* and ensure through a robust programme governance, timely funding and delivery for the Council in line with priorities and pledges.#

The Borough is expected to deliver many thousands of new homes and jobs in the period to 2026 line with Government objectives. Effective and efficient co-ordination of infrastructure delivered directly by the Council, and by third parties, is essential to ensure value for money for residents and businesses. It also ensure a sustainable and 'sound' planning process.

The vast majority of these are in the NEV, which is where the postholders work will be focused.

The role will act as the coordinator with regards to infrastructure matters, and responsibility for enabling the effective delivery , where the Council is the delivery agent for projects, in collaboration with the S106 Project Manager and Planning Officers.

This will involve working proactively with developers, external funding agencies and key stakeholders including other departments of the Council, adjacent Local Authorities, utility providers, National Highways and Heritage England.

You will be an excellent communicator with extensive project management experience with an understanding of planning legislation, planning policy development and guidance on sustainable technologies and Section 106.

**With a total site area of 724 hectares the New Eastern Villages, is the largest urban expansion area comprising over 8,000 homes and 40 hectares of employment land which is capable of supporting 4000 new jobs. Given its scale and capacity to support Swindon's long term economic growth, the New Eastern Villages is a development of national importance and as such, benefits from significant government funding to pump*

Key Role Purpose

- Lead on infrastructure planning and co-ordination; with particular focus on at the New Eastern Villages
- Support the Director of Strategic Development and Growth to ensure a Council wide approach to sustainable delivery of infrastructure in accordance with the Corporate Strategy, Priorities and Pledges and the Swindon Borough Local Plan
- Coordinate private and public sector investment in infrastructure
- Work closely with the S106 manager to identify infrastructure needs and monitor monies received and promote delivery of Eastern Villages, and if relevant other, strategic infrastructure through the Council Capital Programme
- Work with Local Education Authority colleagues to enable education needs to be addressed as the development is delivered
- Work closely with the Head of Strategic Transport to enable sustainable and deliverable access and transport solutions
- Contribute to business cases for corporate and external investment, including bidding to external funds
- Evaluate and advise on the long term financial and management implications of planning decisions with regards to Council budgets
- Develop and lead partnership working with statutory partners including emergency services and utility providers as well as schools to broker community use agreements
- Work in collaboration with property and legal to identify need for and execute compulsory purchase orders to acquire third party land required for the delivery infrastructure
- Research and broker solutions for the co-location of community facilities and services to provide the most efficient, cost effective and fit for purpose facilities for the local community.
- Explore and develop synergies between services to maximise accessibility and availability while ensuring long term flexibility of buildings is considered at design stage
- Work with planners and developers to investigate and deliver the benefits of low carbon solutions for energy, including District Heating, solar panels and other renewable technologies
- Work with Health Partners to ensure the delivery of new health and well-being services
- Work with relevant partners and service providers, including the Streetworks Team to ensure digital provision to new developments
- Support external multi-agency partnerships required to promote environmental sustainability and open space in the New Eastern Villages
- Act as lead officer at infrastructure working groups
- Refine options for ongoing maintenance of SUDS and open space within the New Eastern Villages in collaboration with the Council's Asset Management Team
- Assist in the preparation and analysis of technical studies contributing to the review of the Council's planning and other policy documents
- Assist the Local Plan team with the preparation of the Boroughwide Infrastructure Delivery Plan and Prioritisation Matrix

Role Accountabilities

- Identify and develop strategic long-term relationships at national, regional and local level with partners, developers to influence development outcomes
- Writing/developing strategies in collaboration with colleagues and partners
- Responsible for developing bids to national and regional agencies to support infrastructure development
- Manage responses to queries from internal or external sources regarding infrastructure development at the New Eastern Villages
- Work with partners to agree appropriate action where achievement of outcomes is at risk for either party
- Assist with public consultation exercises and the management and analysis of information obtained from these
- Responsible for managing and developing web content for internal and external use
- Write reports and briefing notes on for range of audiences and coordinate necessary management meetings, task forces, external and/or council meetings.

Knowledge and Experience

- Experience of project management of significant and complex schemes.
- An understanding of the statutory planning process and the enablement of infrastructure related to developments and major schemes
- Experience of developing synergies and partnerships within an organisation and with external partners.
- Demonstrable and significant experience and knowledge in development sector including development economics
- Demonstrable evidence of successful problem solving and effective decision-making.
- Strong verbal and written communication skills.
- Demonstrable evidence of working with public and private sector organisations, nurturing relationships, providing challenge and promoting successful change.
- Strong skills in risk management including innovation and experience to develop the potential for doing things differently
- Knowledge of the commercial property markets and awareness of issues currently affecting economic activity and performance
- Knowledge of relevant legislation and best practice in development viability, and how these are applied to policy development and partnership working.
- Knowledge of development economics and appraisals
- Experience of negotiating with private sector partners including developers

Qualifications required for this post

- Educated to degree level or equivalent qualification with relevant experience.
- Membership of, or eligibility for membership of, a relevant professional body

Contacts and Relationships

Working closely together, improving communication and connectivity in order to make better use of the resources, facilities, relationships and partnerships. Working in a collaborative manner with external and internal customers, community members and other bodies that interact with this post is essential.

Postholder	
Signature:	Date
Director of Strategic Development and Growth	
Signature:	Date:

