



**MEDWAY**  
DEVELOPMENT COMPANY



**Medway Development Company**

# Senior Project Manager

**Chatham, Kent**

**Salary £50,000 - £60,000 depending on experience and qualifications**

[www.oceanedge.biz/medway-development](http://www.oceanedge.biz/medway-development)

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# About us

**Medway Development Company Ltd. is an independent company with the Council acting as sole shareholder.**

The Board has a clear vision which is to deliver high quality private and affordable residential schemes, to help regenerate Medway but also to ensure that schemes generate profits which are returned to the council. Medway Development Company is gathering momentum and it is anticipated that seven hundred homes will be delivered within the next five years.

The Board is now recruiting to the post of Senior Project Manager to lead and drive forward the delivery of the early sites.

The future for Medway is exciting and Medway Development Company is now placed to support its transformation.

If you feel this is the right role for you and you would like to be part of our exciting plans, we would be delighted to hear from you.

# Medway – the place

**Medway Council serves a population approaching 270,000 people and an area of 26,900 hectares. Its main towns are Chatham, Gillingham, Rainham, Rochester and Strood and villages of the Hoo Peninsula.**

On the banks of the River Medway from which it takes its name, Medway is one of the southeast's most dynamic places to live, work, study and visit. It has a rich history, comprehensive transport links and a vibrant cultural scene.

The area has seen economic recovery and diversification over the past 30 years, after the collapse of heavy industries and the closure of the Chatham dockyard in the early 1980s.

Chatham is a key part of development plans for Medway, promising to bring economic prosperity to the area. The project illustrated will be delivered by Medway Development Company Ltd. and will make the Waterfront a distinctive place, well known for its inspiring buildings, open spaces and riverside walks. This regeneration scheme is an example of the type of schemes Medway Development Company will deliver to ensure Medway remains a great place to be.

This is not forgetting the excellent services already provided including our wide-ranging leisure facilities, natural attractions such as Riverside Country Park and the 30 days of free festivals and events that draw in large crowds of local people and tourists.

In 1995, Medway had no university students, but now more than 12,000 enjoy the various courses on offer at one of four universities or the MidKent College campus. The area has around 2,600 apprentices too, helping to improve the prospects of Medway's young people.

The economic challenge for Medway is to continue to regenerate and attract more quality jobs into the area and with your input this objective will be achieved.

The vision for Chatham is shown on the following link <https://vimeo.com/597116638/8eea38d313>

## Our people

The Medway Development Company is overseen by a Board which comprises of two Council appointed Directors and two non-executive Directors. The Board meet regularly to oversee the progress of projects in line with the company's Business Plan.

The Board report to the Cabinet of Medway Council and provide an update every six months.

# Our development projects

**We have several projects that have achieved planning permission and are on site and we have more in our development pipeline.**

## Waterfront Chatham

Chatham is a key part of development plans for Medway, promising to bring economic prosperity to the area. The waterfront project will be delivered by Medway Development Company and will make the area a distinctive place, well known for its inspiring buildings, open spaces and riverside walks. Work has started on site to deliver 182 apartments; significant public realm works and commercial space to make the most of the riverside location.

## Britton Farm

Work is starting on 44 affordable residential apartments that will be built on the former loading bay area of this previous supermarket site. This prominent development will form part of a £9 million investment in Gillingham, at this strategic gateway site, close to the High Street. A Skills and Employment Hub is also being developed on site thanks to funding of £1.99 million from the Getting Building Fund.

## Garrison Point

Work is underway to deliver 115 apartments at the former Whiffens Avenue car park. The scheme includes 9 shared ownership units onsite aimed at keyworkers.

## White Road

The first housing development to be completed by Medway Development Company comprises 20 homes, built by Tophat – a modular housing provider, on the area of land behind White Road Community Centre. The homes have high levels of energy efficiency, low running costs and exceed the National Space standard, delivering high quality affordable rented accommodation. Practical completion took place in January 2021 and our partners MHS, who have acquired the completed homes are in the process of housing the scheme's first tenants.

## Mountbatten House and Upper Mount

Planning permission has been obtained for a residential led scheme of 164 units. Architects Lyalls Bills & Young, have presented proposals for the scheme with 108 homes proposed in the current Mountbatten House and 56 in an adjacent new extension. The new extension will include 17 shared ownership units aimed at key workers and 24 new units proposed to be produced offsite at the under-used Council car park site at Upper Mount, Chatham.

## Queen Street affordable units

We have appointed architects to develop plans for 45 new affordable homes on Queen Street linked to a larger scheme on the Council's car park site.



# Job advert

Role: **Senior Project Manager**

Salary: **£50,000 - £60,000 depending on experience and qualifications**

Based: **Chatham, Kent**

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The purpose of the role is to act as the client representative on a wide range of high-profile new build housing projects throughout Medway. You will be responsible for seeing projects through from inception to completion, ensuring they are completed on time, within budget and to the highest quality.

Medway Development Company is a small organisation and you will need have an ability to multi-task on wide ranging activities such as engagement with contractors, consultants, stakeholders, statutory authorities, RSL partners and council officers.

You will report directly to the Head of Operations and will need to be self-motivated to plan, organize, lead and control projects efficiently and effectively.

The Senior Project Manager will also assist the Head of Operations on the development of Projects that are within the delivery pipeline.

## Main Duties and Responsibilities:

### Reporting:

- Report project progress in line with Board objectives, including programme, finance, marketing, sales and risks.
- Receive and review detailed reports from the delivery team and incorporate into monthly report.
- When necessary contribute to Board reports.
- Project Controls:
  - Implement effective project management.
  - Supervise project delivery team and performance including statutory requirements.
  - Monitor and control changes/variations within defined parameters.
  - Monitor and manage project budgets.
  - Monitor design development.
  - Monitor marketing strategy and sales.
- Co-ordinate stakeholder input and engagement.
- Monitor construction programme and opportunities for improved delivery.
- Produce and monitor scope of services for other consultants required.
- Oversee the site through conducting regular site visits and quality checks.

### Risk Management:

- Proactively identify potential problems, conflicts, design and delivery issues using risk management tools and skills.
- Define and implement risk management systems.
- Protect the company's contractual position at all times and raise issues that may impact the objectives of the company.

### Contract Management:

- Oversee and coordinate competitive procurement processes.
- Negotiate contracts as required.
- Oversee the award and execution of contracts.
- Oversee the contract administration process, ensuring that its correct implementation.
- Provide accurate reporting including progress, costs and quality.
- Work with the Council property team, consultants and stakeholders to oversee and coordinate marketing, sales and land purchase agreements.

### The successful candidate should have:

- An understanding of the public sector.
- A good understanding of residential construction and sector.
- The ability to work as part of a small team with demanding targets.
- A 'can do' proactive approach and attitude.
- An ability to resolve complex problems.
- Experience in compiling tender packages.
- An ability to communicate effectively.
- An ability to keep accurate records.
- An understanding of D&B forms of building contract, Development Agreements and Construction Management delivery approach.

### Other Information

- Permanent
- Working week of 37 hours (Monday to Friday)
- Pension with contributions equivalent to Government Local Pension Scheme
- Leave of 27 days



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# To apply

To apply for the role please email your CV to our recruitment partners Ocean Edge Executive Search:  
**jobs@oceanedge.biz**

If you would like a confidential discussion about the opportunity or you have any questions about the role please call Ocean Edge Executive Search on **023 8000 1153**.

Ocean Edge specialise in recruiting to the housing sector. If you are thinking about your future career options please get in touch for a confidential discussion.

Ocean Edge Executive Search

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