

JOB DESCRIPTION

Job Title: Divisional Land Director

Reports to: Managing/Regional Director

Accountable to: Managing/Regional Director

Job Purpose: To be the Head of the Land department and to manage the Land Department, being responsible for all land purchase activity by contributing to and overseeing the ultimate acquisition of quality development locations across the region in order for land targets to be met, and for ensuring that the maximum contribution is achieved from all land purchases. Work with/oversee the Divisional Planning Team.

Responsible for:

Staff:

***As appropriate:-
Senior /Land Manager
Senior/Planning Manager
Land Negotiator
Senior/Planner
Land Assistant***

Scope: The Land buying team in a Homes Division is responsible for identifying, evaluating and securing sufficient land/sites for residential development, on the most cost effective basis, and for working closely with the Divisional Planning team to support the division's strategic land objectives by achieving and maintaining a quality land bank. The Planning team manages the division's forward land interests, both options and land acquired.

Key Responsibilities:

1. Management of the Business

- In accordance with corporate responsibility for the business, work effectively as part of the senior management team and take a "whole company" perspective to managing issues.
- The post holder has corporate governance responsibilities which extend across all business areas and which require the post holder to actively promote best practice throughout the company.
- The post holder, with fellow Divisional Directors has overall business responsibility for the management of the division; including the general running of the division, setting budgets, minimising risks, maximising opportunities, achieving the division's targets; and seeking to positively influence the progression and growth of the division.

2. Management of the Business

- Responsible for effectively managing the division's Land function to ensure best practices are followed, costs are controlled, the Department maximises revenue generation and contribution to the division's operating profit and increases the value added to the division.

3. Land Identification

- Maintain a high profile with external property contacts by establishing and maintaining effective working relationships with local authorities, local agents, land owners and other

developers within the Divisional geographical area, in pursuit of opportunities for the company.

- Act as a conduit between the Land and other internal departments, together with other Homes Divisions and Group, to ensure opportunities are optimised and effective working relationships are developed to assist in the land acquisition process.

4. Land Appraisal

- With ultimate responsibility for site appraisals, ensure that acquisition proposals are presented, in an objective and professional manner, with required input from other departments and in line with Group procedures for approval by the Group Managing Director/Chairman as appropriate.
- In liaison with the Technical Department, responsible for appointment of external professionals and consultants in relation to site appraisal and if required ultimately project management of certain opportunities.

5. Land Acquisition

- Responsible for all land purchase activity and for maintaining the division's land schedule.
- Ensure that land procurement is compliant with annual budgets and forecasts and that the Division's and Group's requirements for land acquisition are fully complied with.
- Contribute to the Annual Strategy Plan and, in consultation with the MD/RD and other divisional directors, devise and implement appropriate land acquisition strategies within the division.
- Responsible for all projects from initial site identification, appraisal and approval to the point of purchase and implementable planning consent being obtained, in line with budgets; and for liaising with all internal departments and external consultants/authorities accordingly.

6. Staff

- Ensure the right calibre of staff are recruited, and in accordance with company policy and procedures.
- Lead, motivate, communicate with, develop, appraise and performance manage staff to ensure they are fully motivated to achieve best performance to meet the company's needs.
- Ensure the department operates in accordance with Company policies and procedures.
- Comply with responsibilities as laid down in the Group's Health & Safety Policy in order to ensure a safe environment within the department.

7. Meetings

- Prepare papers for inclusion in division Board Pack; update the divisional Board and Management team on potential and existing land acquisitions.
- Attend Management meetings and Land/Planning meetings and keep the management team fully informed of issues and progress.

Working Relationships:

Effective working relationships are an essential part of daily working life.

The focus in this role is both:-

Internal: Colleagues within Homes Division and Group Legal department; and
External: Local Authorities, Health Authorities and other public bodies, local agents, land owners, other developers and consultants.

Decision Making Authority:

These are illustrative duties and the post holder will be expected to become involved in a range of work to enable the department to respond effectively to the requirements of the Company.