

MINISTRY OF AGRICULTURE, LANDS, HOUSING & THE ENVIRONMENT



INVITATION TO SUBMIT EXPRESSIONS OF INTEREST

PHYSICAL PLANNING AND DEVELOPMENT AUTHORITY



DECEMBER 5, 2023

ISSUED BY: MINISTRY OF AGRICULTURE, LANDS, HOUSING & THE ENVIRONMENT, BRADES

Overview

The Ministry of Agriculture, Lands, Housing & the Environment is inviting Expressions of Interest from suitably qualified candidates to serve on the **Physical Planning and Development Authority** as Members of Civil Society or the Private Sector.

The Physical Planning Act 2019 Cap 8.03 Section 3 provides for the Governor, acting on advice of Cabinet, to appoint two persons from Civil Society organisations or the Private Sector who have knowledge and experience with respect to matters relevant to the functioning of the Authority for a period of two years.

Members are expected to perform the duties of the Authority professionally and ethically, and in accordance with the functions of the Authority. Applicants will be selected based on the qualifications and experience criteria outlined below.

Background

The functions of the Physical Planning and Development Authority Board is as follows;

- i. Reviewing and approving applications for Physical Planning Permission.
- ii. Enforcing building standards and codes to ensure construction activities comply with safety and environmental regulations.
- iii. Collaborating with relevant authorities to plan and coordinate infrastructure development, such as roads and utilities.
- iv. Ensuring compliance with planning regulations through inspections, permits, and legal actions if necessary.

Qualifications and Experience

The Ministry of Agriculture, Lands, Housing & the Environment is seeking applicants for the role of:

Member – Civil Society/Private Sector who possess:

- i. At least three (3) years' experience in a senior administrative or technical role.
- ii. Experience as an active member or representative of a Civil Society Organization or Private Sector organization.
- iii. Experience in functioning on a Committee or Board.
- iv. Ability to be innovative with a problem-solving approach.
- v. Ability to communicate effectively; verbally and in writing.
- vi. Knowledge or experience with respect to matters relevant to the functioning of the Authority.

Remuneration

EC\$ 100.00 per sitting of the Council

Commencement

1 February 2024

Application: Content and Deadline

Expressions of Interests to include;

- i. An Outline of Skills, Qualifications and Experience
- ii. A short Personal Statement explaining your interest in the work of the Physical Planning & Development Authority showing the value you can add to the Authority,
- iii. one Letter of Reference;

Hard copies of Expressions of Interest applications are to be sent to the Permanent Secretary, Ministry of Agriculture, Lands, Housing & the Environment, hand delivered or by regular mail to P.O. Box 272, Brades, Montserrat, or by e-mail to: malhemail@gov.ms to reach the Ministry by **Deadline date; 20 December 2023.**

Hardcopy mails are to be contained in an envelope labelled "Physical Planning and Development Authority" application. Prospective applicants seeking additional information on this assignment are invited to email malhemail@gov.ms or call **1 664 491 2075/2546.**