



Marine
Management
Organisation



Candidate Pack

Offshore Wind Planner,
Strategic Renewables Unit

...ambitious for our seas and coasts





Marine
Management
Organisation

Our Vision

A prosperous future for our seas, coasts and communities

We must protect and enhance nature and our seas and use them wisely for the benefit of society and the economy – we need to deliver win-win outcomes, with a thriving environment supporting a thriving economy”

...ambitious for our seas and coasts



Marine
Management
Organisation

Our Mission

As England's marine manager, we protect and develop our seas, coasts and communities for the benefit of generations to come

"As our name says – we are here to manage our marine environment and we want to manage it well for the future"

...ambitious for our seas and coasts

WELCOME

The Marine Management Organisation (MMO) is an executive non-departmental public body of the [Department for Environment, Food and Rural Affairs](#).

We are the independent regulator for England's seas, professionally delivering service-focussed outcomes for our customers. We have reframed each of our services to signal our commitment to service-focus and outcomes:

- Enabling sustainable marine development
- Delivering sustainable fishing opportunities
- Protecting marine habitats and wildlife
- Administering marine support funds
- Providing regulatory support and assurance
- Supporting global marine protection

More information about our work is on the [GOV.UK website](#).



"The Marine Management Organisation delivers professional, expert, valued services and support for our marine environment and for those who use it.

We are committed to being a top place to work – focussed on colleague engagement and respect; shared values; personal wellbeing; individual and collective diversity; and professional personal development."

Tom McCormack, CEO

...ambitious for our seas and coasts

MMO Values

Our expectation is that everyone will live by them and will hold each other accountable for doing so:

- **Inclusive:** we promote an inclusive environment that allows everyone to be their best. We promote and support wellbeing, diversity and equality of opportunity for all.
- **Innovative:** we look for better ways, being innovative in our thinking in order to adapt how we use our resources to do the best we can for our customers.
- **Accountable:** we take ownership of issues and make confident decisions which are informed by robust evidence. We are honest, transparent and fair.
- **Engaging:** we are collaborative, working as one organisation with each other and our stakeholders to get the job done.

...ambitious for our seas and coasts

About the Work Area – Strategic Renewables Unit

Why:

It is an exciting but challenging time to be engaged in renewables work, and particularly offshore wind, in the marine area. The Government has set ambitious targets of 40GW of offshore wind capacity by 2030 and further increases by 2050 to help meet a commitment to Net Zero and support 'Build Back Greener'. At the same time, the marine space around England is becoming busier with a range of policy ambitions for other sectors of use and for the environment. There is therefore a need to better plan and regulate for a step change in offshore wind capacity in a way that takes account of, and delivers objectives for, other interests.

In response to those challenges and the need for more capacity to service the increasing and at times fast developing projects and initiatives in support of offshore wind, the MMO is establishing a new 'Strategic Renewables Unit' (SRU). The SRU will work across and be a shared resource between the MMO Planning and Licensing teams, promoting join up and facilitating links to wider planning and licensing work, and engaging with a range of government and other initiatives and projects.

What:

The SRU's scope and work will include

- Medium - long term view, rather than focus on current casework or completion of remaining marine plans, to establish a more strategic approach
- Initial focus on offshore windfarms (OWF)
- Strategic projects in support of OWF and renewables
- Coordination of offshore windfarm work across the MMO including of colleagues providing input into a Defra/BEIS 'Offshore Wind Enabling Actions' programme as well as BAU delivery of relevance
- Acting as the contact point for the MMO on OWF
- Proactive engagement internally and externally with government, stakeholders and delivery partners
- Links to strategic development of licensing (including cases escalated to very high that are complex and/or precedent setting) and evolution of marine plans where they have strategic implications (and vice versa) for OWF and renewables
- Pilot more integrated working model across Planning and Licensing within the Directorate

The role advertised will be based in the Marine Planning. As the SRU will work at the interface between Planning and Licensing teams, information is provided on the work of each of those on the next slides.

...ambitious for our seas and coasts

About the Work Area – Marine Planning

The marine planning team is responsible for preparing, implementing and monitoring marine plans in England. Marine plans inform and guide marine users and regulators across England, managing and facilitating sustainable development.

What we do:

- Develop plans that integrate social, economic and environment objectives to achieve sustainable development.
- Engage with stakeholders to develop marine plans that respond effectively to issues within each plan area.
- Analyse and interpret data and evidence to inform and support the marine planning process.
- Support the implementation of marine plans with stakeholders.
- Monitor the effectiveness and impact of marine plans.

Why we do it:

To achieve the UK vision for the marine environment for ‘clean, healthy, safe, productive and biologically diverse oceans and seas’ by responding to issues within each marine plan area.

Key achievements:

- Developed the marine planning system in England from scratch.
- Produced the first marine plans in the UK – East Marine Plan adopted 2014.
- South Marine Plan adopted 2018.
- Consultation for Draft Marine Plans for North East, North West, South East, South West in 2020.
- Three yearly reports on East Marine Plan laid in Parliament in 2017 and 2020.
- Supporting the integration between terrestrial and marine planning systems.
- Developed and delivered a range of products and guidance to support implementation of marine plans internally and externally to other decision-makers and to proponents
- Offered members of the public the opportunity to shape what occurs within their marine area in a way that had never existed before.
- Pioneering stakeholder approach, bringing together marine stakeholders in an inclusive and beneficial manner to develop marine plans.
- Delivered a multi-platform, free to access, information system for marine plan policies and their supporting data – [Explore Marine Plans](#).

...ambitious for our seas and coasts

About the Work Area – Marine Licensing

The Marine Licensing team's primary responsibility is to regulate marine licensable activities in English marine and coastal environments. We assess the potential social, environmental and economic impacts of these activities in line with national and international legislation, policy and obligations, using the best available information to make evidence based determinations. Through our work we ensure the activities we regulate are undertaken in a sustainable way, in order to create and maintain clean, healthy, safe and biologically diverse oceans and seas.

The marine licensing team is split into three work areas with the following remits:

Marine Licensing Operations

The Head of Marine Licensing Operations manages and co-ordinates the delivery of marine licensing pre-application, application and post-consent casework through a number of casework teams. Casework colleagues also act as a consultee to the Planning Inspectorate on Nationally Significant Infrastructure Projects. Our work is diverse and we work closely with a range stakeholders to advise and determine marine licensing requirements for developments across multiple sectors, including renewable energy, nuclear, ports and marinas, aggregate dredging, subsea cables, coastal developments, sea defence and wastewater schemes.

Strategic Marine Licensing

The Head of Strategic Marine Licensing supports the marine licensing team in a number of key areas as well as being responsible for the Harbour Orders and Ports Sector. The team provides advice and support on the most complex and contentious cases, oversees and plans the training framework for the wider team, leads on external engagement with other government departments and liaison with other non government organisations. The strategic team also manages the licensing team's relationship with scientific advisors The Centre for Environment, Fisheries, Aquaculture and Science.

Marine Licensing Business Improvement and Support

The Head of Marine Licensing Business Improvement and Support supports the delivery of the marine licensing service through the continual improvement of business process, procedures and systems. This ensures that the marine licensing functions are as efficient as possible in order to minimise burdens on applicants whilst supporting our team to regulate marine licensing activities. The team manages a programme of change projects, oversees the programme of internal audit, and responds appropriately to audit findings and customer feedback.

...ambitious for our seas and coasts

About the Job

Job Title: Offshore Wind Planner, Strategic Renewables Unit

Grade: HEO

Location: National, subject to office capacity. If based elsewhere, the role holder will attend the Newcastle office on a regular basis.

Vacancy Reference: 3092

Salary: £29,179 (National), £32,557 (London)

Job Purpose

This is a new role to provide MMO support and input into a Defra/BEIS 'Offshore Wind Enabling Actions' (OWEA) programme. The role will be based within a newly established Strategic Renewables Unit that sits across Planning and Licensing functions.

The role will

- Be formally based in the Marine Planning team but will work across and support relevant colleagues in Licensing (including an SEO focussed on OWEA noise projects) and in the Evidence & Evaluation team.
- Have a specialist focus on the specific topics in the OWEA programme – noise, net gain, and big data
- Engage with relevant stakeholders on OWEA projects/activities and related wider offshore wind initiatives
- Undertake wider supporting tasks to manage the MMO's input to OWEA such as governance and project management
- Where it fits with OWEA delivery will contribute to the work of the SRU and the MMO's strategic approach to offshore renewable energy

The role and OWEA programme will be for two years.

...ambitious for our seas and coasts

Main Duties and Accountabilities

**Job Title: Offshore
Wind Planner,
Strategic Renewables
Unit**

Grade: HEO
Location: National,
subject to office
capacity. If based
elsewhere, the role
holder will attend the
Newcastle office on a
regular basis.

Vacancy Reference:
3092

Salary: £29,179
(National), £32,557
(London)

Specific role areas

- Take the lead for defined and delegated tasks and deliverables in support of MMO's contribution to OWEA
- Relevant contribution to establishing MMO's more strategic approach to offshore wind activities
- To lead on or contribute to specific tasks, projects and outputs in support of the MMO's contribution to the OWEA programme, specifically net gain, noise, and big data
- Lead on the net gain topic specifically in relation to offshore wind but, building on this role, contribute to wider development of the application of the net gain concept in the marine environment, making links to relevant colleagues in other MMO teams
- Provide support to the SEO lead on the noise tasks, projects and outputs under the auspices of the OWEA programme. In doing so, you may provide support to the SEO in making the link to wider work on understanding and managing noise impacts in the marine environment
- Working with colleagues in the evidence and data teams, co-ordinate the MMO's input and support to the 'big data' element of the OWEA programme (currently envisaged to focus on seabirds), noting that the MMO may have less of a role in this element compared to noise and net gain
- Lead or support activities to manage the MMO's involvement in the OWEA programme including project planning, budget management such as claims, input to relevant project and steering groups, and commenting on or providing meeting papers and minutes
- Where it aligns with or builds on the OWEA delivery, contribute to the work of the SRU, eg review of environmental benefits/impacts and relevance of offshore wind to the 25 Year Environment Plan, and the development of the MMO's strategic approach to offshore wind
- Where it builds on the OWEA delivery and experience, provide advice and input to relevant activities and initiatives in marine planning and, if required, licensing and evidence teams.
- Contribute to engagement with equivalents in Defra, BEIS, ALBs, The Crown Estate, and NGOs (e.g. The Wildlife Trusts). Where appropriate, represent the MMO on relevant groups.
- Cover for SEO line or functional managers when required

...ambitious for our seas and coasts

Main Duties and Accountabilities

**Job Title: Offshore
Wind Planner,
Strategic Renewables
Unit**

**Grade: HEO
Location: National,
subject to office
capacity. If based
elsewhere, the role
holder will attend the
Newcastle office on a
regular basis.**

**Vacancy Reference:
3092**

**Salary: £29,179
(National), £32,557
(London)**

Finance

- Under direction from budget manager, manage or help with project and commissioning spend.

Stakeholder Management

- Support or act as relationship lead for relevant task/projects with MMO teams, Defra, other partners and stakeholders, working closely with SRU Senior Planner and SEO OWEA role in Licensing

Continuous Improvement

- Contribute to development and testing of approaches and solutions for topics of interest under the OWEA programme
- Build on such learning to contribute to improving approach and capability on strategic renewables in the MMO

People Management

- No direct line management responsibilities
- Help co-ordinate work of colleagues in Planning, Licensing and other teams such as Evidence to optimise their input to the MMO's contribution to OWEA objectives
- Under the direction of the SRU Senior Planner, help ensure OWEA and MMO priorities are communicated and understood by the wider Planning team.

...ambitious for our seas and coasts

Main Duties and Accountabilities

**Job Title: Offshore
Wind Planner,
Strategic Renewables
Unit**

Grade: HEO

**Location: National,
subject to office
capacity. If based
elsewhere, the role
holder will attend the
Newcastle office on a
regular basis.**

**Vacancy Reference:
3092**

**Salary: £29,179
(National), £32,557
(London)**

Day to Day

- Achievement of personal targets and KPI's
- Ensure that the MMO values and code of conduct are embedded in your daily activity and you provide feedback to others
- Comply with all MMO policies and procedures at all times
- Help to develop customer and stakeholder relationships to enable mutually satisfactory results
- Maximize opportunities to continually learn about your role and yourself
- Support corporate initiatives as required
- Positively promote the MMO Story and MMO “brand” outside of the organisation
- Any other reasonable duty as defined by the organisation.

...ambitious for our seas and coasts

Stakeholder management, communication and working relationships

**Job Title: Offshore
Wind Planner,
Strategic Renewables
Unit**

Grade: HEO

**Location: National,
subject to office
capacity. If based
elsewhere, the role
holder will attend the
Newcastle office on a
regular basis.**

**Vacancy Reference:
3092**

**Salary: £29,179
(National), £32,557
(London)**

Internal:

Planning including Marine Planners, Licensing, Evidence & Evaluation, Data, Technology and Innovation (DTI), Marine Conservation Team.

Government:

Defra, BEIS, SNCBs, Cefas, TCE.

External:

Offshore wind industry organisations, NGOs, consultants, academia/research bodies.

...ambitious for our seas and coasts

Role Criteria

Job Title: Offshore Wind Planner, Strategic Renewables Unit

Grade: HEO

Location: National, subject to office capacity. If based elsewhere, the role holder will attend the Newcastle office on a regular basis.

Vacancy Reference: 3092

Salary: £29,179 (National), £32,557 (London)

Essential

- Good understanding of one or more of marine renewables, marine planning, marine management, or marine/coastal issues
- Ability to plan and organise work effectively, using time, prioritisation, project and resource management skills, to ensure successful and timely delivery of tasks and outputs
- Excellent technical and IT abilities
- Understanding if not experience of applying policy or technical guidance to delivery ‘on the ground’ through planning or decision-making
- Able to work effectively both within a team and across different teams as well as collaborating with others externally
- Good analytical skills, experience of working with and interpreting data and evidence, and understanding of relevant tools or methods
- Ability to communicate clearly (written, verbal) to specialists and non-specialists. Good understanding of presenting information using digital platforms.
- Good stakeholder relationship and networking skills
- Adaptable and flexible where required by line managers.

...ambitious for our seas and coasts

Desirable Criteria and Competency Profile

**Job Title: Offshore
Wind Planner,
Strategic Renewables
Unit**

Grade: HEO

**Location: National,
subject to office
capacity. If based
elsewhere, the role
holder will attend the
Newcastle office on a
regular basis.**

**Vacancy Reference:
3092**

**Salary: £29,179
(National), £32,557
(London)**

Desirable

- Good understanding of more than one of the topics in the first Essential criterion, gained through direct and applied experience. Knowledge of the evidence, strategic challenges, and/or regulatory processes associated with offshore wind
- Able to work independently and to learn quickly
- Experience of working with government officials and other delivery bodies
- Experience of understanding if not managing the expectations of stakeholders with conflicting needs and demands
- Experience of working with evidence across a range of different topics and sectors
- Able to work with less well-developed processes and/or incomplete evidence, to support provision of technical advice and outputs
- Ability to review progress and apply improvements to subsequent tasks/projects
- Ability to ensure quality of deliverables and compliance with best practice.

Competencies

Collaborating and Partnering

Delivering at Pace

Making Effective Decisions

Changing and Improving

Leading and Communicating

Managing a quality service

The Civil Service competency framework can be found [here](#)

...ambitious for our seas and coasts

How to Apply

All of our jobs are advertised on the [Civil Service Jobs website](#).

You must download and complete a copy of the MMO CV Template as part of your application. This should then be attached to your application.

Please note:- Your application will not be sifted if you do not use the standard MMO CV Template.

Once the vacancy has closed, you will be emailed a unique link to enable you to complete the Civil Service Judgement Test. You will have 5 days to complete the test. The Civil Service Judgement Test (CSJT) is an online situational judgement test. It measures your ability to demonstrate specific behaviours underpinning the Civil Service Competency Framework (CSCF) that are relevant for the job you are applying for.

Sift

Applications will be sifted using your Civil Service Judgement Test score, and your CV to establish whether you meet the essential criteria.

Please note:- Feedback will not be given at sift stage.

Interviews

The interview will consist of a 10 minute presentation (topic to be confirmed in invite to interview) followed by a 1 hour competency and technical interview.

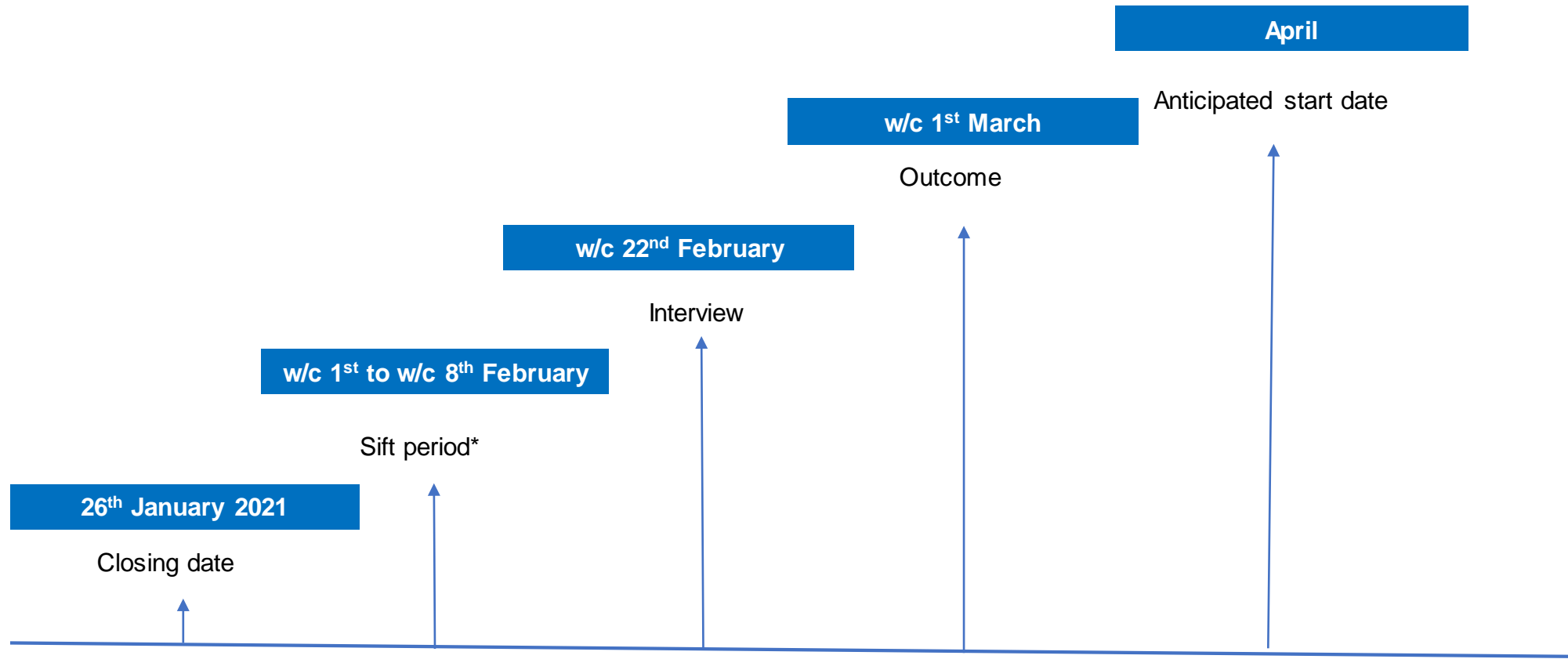
Further Information

If you have any questions about applying for this role please contact: Paul Gilliland paul.gilliland@marinemanagement.org.uk

...ambitious for our seas and coasts

Indicative Timeline

Please note these dates are only indicative at this stage and could be subject to change.



...ambitious for our seas and coasts

- Appointment Type:** 2-year fixed term appointment with possibility of permanent
- Location:** National, ie any MMO or Defra Group office subject to capacity. If based elsewhere, the role holder will attend the Newcastle office on a regular basis, likely to be a significant amount in the first 6 months.
- Working Arrangements:** Full time, Part time, flexible working arrangements.
- With competitive maternity, paternity and parental leave we also recognise the importance of a good work-life balance and offer flexible working and a family friendly approach to work.
- Salary Range:** £29,179 - £34,325 (National), £32,557 - £38,387 (London) pa
New entrants to the MMO will start on the salary band minimum. Candidates applying from other government departments for a role at their current substantive grade may have their salary matched providing it falls within the MMO pay band. Candidates applying from other government departments on promotion will start on the band minimum.
- There is no pay progression within the bands.
- Pension:** Your pension is a valuable part of your total reward package where:
- The employer makes a significant contribution to the cost of your pension.
 - Your contributions come out of your salary before any tax is taken. This means, if you pay tax, your take-home pay will not be reduced by the full amount of your contribution; and
 - Your pension will continue to provide valuable benefits for you and your family if you are too ill to continue to work or die before you retire. For more information, visit www.civilservicepensionscheme.org.uk.

...ambitious for our seas and coasts

Leave Allowance:

30 days (pro-rated for part time staff), 10 and a half day's public and privilege holidays and flexible working.

Training and Development:

We are committed to investing in our staff and offer a range of work based training and qualifications, coaching and mentoring opportunities and a guaranteed five days of learning a year.

Other Benefits:

- Cycle to work scheme
- Defra discount scheme
- 3 days paid volunteering per year
- Sick pay
- Special leave
- Salary advances
- Interest free season ticket and bicycle loans
- Employee Assistance Programme
- Eye care
- Trade Unions
- Some sites also offer onsite facilities including fitness centres and staff canteens.

...ambitious for our seas and coasts

Eligibility:

This post is advertised to suitably qualified people in the external market, and to existing Civil Servants and those in accredited Non Departmental Public Bodies.

Nationality:

All jobs listed in our current vacancies are open to:

- EC nationals
- Members of the Commonwealth, European Economic Area (EEA) and certain non-EEA family members
- Candidates from the Commonwealth must be free from any restrictions to reside and take up employment in the UK.

As part of our selection process, successful candidates will be asked to provide, in confidence, evidence of entitlement to work in the UK and to provide references for your character and health. We will usually ask for documentary evidence of your nationality and other personal details to enable us to start taking up references, health and security clearance checks. We will tell you what you need to bring with you if you are invited to attend an assessment centre.

...ambitious for our seas and coasts

Security Clearance:

Pre-employment checks will be undertaken in accordance with the HM Government Baseline Personnel Security Standard (BPSS). The BPSS comprises verification of four main elements:

- Identity
- employment history for the last three years
- nationality and immigration status, including the right to work
- criminal records check for unspent convictions also known as a Disclosure and Barring Service (DBS) checks.

In some circumstances enhanced checks may also be required however candidates will be advised if this is the case.

Additionally, successful candidates are required to give a reasonable account of any significant periods (six months or more in the past three years) of time spent abroad.

The DBS checks are designed to provide clarity on any unspent convictions and therefore the provisions of the Rehabilitation of Offenders Act (1974) apply

...ambitious for our seas and coasts

Equality and Diversity:

The Marine Management Organisation is committed to being an equal opportunities employer. We value and welcome diversity. We aim to develop all our staff to enable them to make a full contribution to meeting the Department's objectives, and to fulfil their own potential on merit. We will not tolerate harassment or other unfair discrimination on grounds of sex, marital status, race, colour, nationality, ethnic origin, disability, age, religion or sexual orientation. We will promote and support the use of a range of flexible working patterns to enable staff to balance home and work responsibilities; and we will treat people fairly irrespective of their working arrangements.

Under the terms of the Equality Act 2010, we are legally required to consider making reasonable adjustments to ensure that disabled people are not disadvantaged in the recruitment and selection process. We are therefore committed to meeting, wherever possible, any needs you specify in your application. We will also consider any reasonable adjustments under the terms of the Act to enable any applicant with a disability (as defined under the Act) to meet the requirements of the post.

We offer a Guaranteed Interview Scheme for people with disabilities (as defined by the Equality Act 2010) who meet the minimum criteria for appointment.

...ambitious for our seas and coasts



Marine
Management
Organisation

...ambitious for our seas and coasts