



Group Manager Planning and Land Use

Position Description

Team:	Planning and Land use	Location:	Wellington
Reports to:	Executive General Manager Property		
Role Type:	Permanent		

About Us

KiwiRail's Role in Aotearoa, New Zealand

KiwiRail, a proud State-Owned Enterprise, delivers sustainable and inclusive growth for our customers, communities, and people.

For more than 150 years, rail in New Zealand has connected communities, delivered freight and passengers around the country, and showcased our spectacular scenery to the world. Our purpose—Hononga Whaikaha, Oranga mo Aotearoa (Stronger Connections, Better New Zealand)—speaks to connection with our customers and the future needs of their businesses, connection with the communities we serve and operate in, and connection with each other. KiwiRail is carrying this legacy into the future, delivering connected rail and shipping transport services that create economic, social, and environmental value for New Zealand and New Zealanders.

Our Workplace

At KiwiRail, our values define the behaviour we expect from everyone. We have a team of over 4500 people, and every connection we make with each other, our union partners, our customers and all our stakeholders must be of the highest standard.



Safety, health, and well-being are our number one priority, ensuring our people return home safe and healthy every day.

About the Role

Purpose of the role

KiwiRail is in a phase of significant transformation to modernise and grow our rail and Interislander ferry services in Aotearoa.

The Group Manager Planning and Land Use is part of the Property leadership team. The main purpose of the role is to provide strategic oversight of the resource management planning and Crown land use functions in KiwiRail. The role will be a trusted adviser to the business on planning, engagement and land use across the property portfolio and major capital projects and will be responsible for the development and implementation of effective strategies for land use, consenting and engagement with iwi and key public sector partners and stakeholders across the KiwiRail Property portfolio.

The role will also be expected to build strategic relationships with other local government and Crown agencies and private sector partners to support the Property Investment and Partnering Strategy and drive effective land use and planning.

In addition, the role will provide enterprise-wide leadership of KiwiRail's land portfolio, ensuring visibility, accuracy and strategic use of land and property-related data to inform decision-making across the business. The position will drive long-term land use strategy, ensuring that planning decisions are aligned with organisational priorities, future growth, environmental sustainability, and operational resilience.

As a senior leader within Property, the role will influence strategy across the wider portfolio, strengthen alignment between planning, land use, and asset management, and champion consistent best practice across a diverse and geographically dispersed team. The role will also contribute to shaping the future operating model for land use, planning, and engagement functions, building capability and embedding integrated approaches across the Property group and the wider organisation.

Key Accountabilities

Within the area of responsibility, this role is required to:

- Provide enterprise-level oversight of RMA, Crown land use, environmental and planning functions across the property portfolio and major capital projects, ensuring best-practice, future-focused land use and site acquisition.
- Build and manage strong relationships with internal business units and external public sector agencies (e.g. councils, Waka Kotahi, LINZ) to optimise land use outcomes, align strategies, and negotiate inter-agency and infrastructure agreements.
- Lead teams and consultants to deliver planning and land transactions, manage Public Works Act–influenced processes, prepare board and committee reporting, and support commercial and long-term portfolio outcomes.
- Influence strategy and provide leadership across the full property team.
- Influence and shape enterprise-wide property and land-use strategy, ensuring alignment with organisational priorities and long-term network outcomes.
- Provide leadership across the full property team, fostering a high-performance culture, clear accountability, and strong cross-functional collaboration.
- Oversee the management of the land portfolio, including strategic land holdings, data quality, insights, workflows, and business-wide land-use optimisation.

Key challenges

- Managing forward-looking land use planning and acquisition while responding to time-critical requirements of major capital projects and operational needs.
- Navigating RMA, Crown land, Public Works Act and other legislative obligations across multiple agencies, while aligning differing priorities and timelines.
- Driving new ways of working, lifting technical capability across planning and land use teams, and ensuring consistent best practice across a large, diverse property portfolio.

- Influencing organisational decision-making to embed long-term land-use strategy in an environment where short-term operational pressures often dominate.
- Providing cohesive leadership across a multidisciplinary property team, ensuring consistent standards, aligned priorities, and clear accountability across varied specialist functions.
- Managing a complex national land portfolio, including data integrity, systems, governance, and visibility of land occupancy and utilisation across the business.
- Balancing enterprise-wide expectations for property insights with the realities of legacy data and evolving digital tools.

Key Relationships		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Here are the key relationships relevant to this role					
Internal	Property Team	✓		✓	
	Capital Projects and Asset Development Team			✓	✓
	Regional Managers/Area Managers/Site Managers			✓	✓
	Internal Business Units (including Freight, Interislander, Passenger, Infrastructure, Facilities and SHW)			✓	✓
	Health, safety and environment managers			✓	
	Corporate and Finance Management Teams			✓	✓
External	Office Treaty Settlements				
	Other statutory Crown authorities including LINZ and NZTA, Auckland Transport, Councils and Regional Councils	✓		✓	
	Consultants / Agents	✓			
	Surveyors, Planners	✓			
	Valuers	✓			
	Legal advisers	✓			
	Consultants – including Engineers, Architects, Planners, Property	✓			
	Professional Advisors	✓			
Landowners / Developers	✓				

What you will do to contribute

Health Safety and Wellbeing

- Implement safety procedures and ensure team compliance
- Analyse workplace risks and develop mitigation strategies
- Promote a culture of safety and wellbeing within your team
- Respond effectively to safety incidents and near-misses
- Support team members' physical and mental health

Customer Focus

- Provide a positive customer experience
- Support a customer-focused culture at KiwiRail
- Know our services well and explain them to customers
- Respond quickly to customer needs
- Develop solutions to meet customer requirements
- Solve complex customer issues
- Work with colleagues to improve customer outcomes

High Performing Teams Skills

- Set clear performance standards aligned with KiwiRail's goal
- Build a supportive and cooperative team environment
- Provide timely and constructive feedback
- Actively seek diverse perspectives in problem-solving
- Identify opportunities for coaching and mentoring

Commercial Acumen

- Plan and monitor resource allocation to achieve team objectives
- Consider financial implications when making recommendations
- Understand and comply with procurement guidelines
- Work with suppliers to ensure quality outcomes
- Recognise how financial decisions impact KiwiRail's overall position

Leadership

- Work within the property leadership team to develop and implement the property strategy and business plan initiatives.
- Actively lead and facilitate new and different ways of working across the planning and land use teams, encouraging bottom-up engagement and collaboration and creating environments that promote different thinking and ideas.

Relationship Management

- Work with the Property Team and other key internal and external stakeholders to build strong relationships and work together for the best long term commercial and whole of business outcomes for the business. This includes:
 - Work with the broader business to identify opportunities to optimize land use and planning within the existing property portfolio
 - Be an active, positive and contributing member of the Property Leadership Team and be prepared to stand in for other colleagues on that team and provide peer and mentoring support to colleagues.
 - Supervise and manage consultant outputs engaged for specific projects
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- Prepare monthly board and committee reports and seek appropriate approval to facilitate effective land use and planning and project requirements
 - Build relationship with NZTA/ Councils/AT/ LINZ and other agencies; so that areas of common property interest can be jointly-pursued
 - Negotiation of inter-agency transactions including project agreements for the delivery of key infrastructure
 - Working with other agencies to consider long term land use opportunities and provide joint input on key planning and legislative documents (Waka Kotahi, AT, Kainga Ora etc)
 - Where possible, align strategies to increase opportunities and used shared resources to address property issues
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Planning and Land Use

- Support the Executive General Manager Property with strategic development in relation to the Crown Land, RMA and environmental team within KiwiRail
 - Provide technical leadership, coaching and guidance to the team to develop their knowledge, deliver to their full potential, and support them in delivering to KiwiRail consistent best practice in planning and land use
 - A forward looking and proactive approach is taken to securing sites for future land use needs
 - Partner with teams across KiwiRail advising on the implications of other legislative requirements and obligations that may fall to KiwiRail in the wider environmental realm, e.g. Heritage NZ Pouhere Taonga Act.
 - Identify funding streams and develop strategic land acquisition portfolio by acquiring identified land parcels
 - Drive those lease and other transactions where the workings of the Public Works Act and/or historical rights strongly influence the nature of that transaction
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Decision Making

The position is accountable for decisions regarding all project operational objectives and for the provision of advice to project team members and relevant stakeholders on day to day operational decisions.

Key decision-making requirements of the position include:

- Project management and delivery decisions
- Risk management decisions
- Project resourcing, planning and scheduling decisions

Human Resources Delegations	People Leader
Direct reports	2 (total staff reporting, approx. 10)
Finance Delegations	Level 3: \$5,000 Operating Nil Capex
Budget (operating and capital)	Nil
Travel Delegations	Nil
Statutory powers	Nil

Physical demands and the nature of work

This role is administration-based and requires:

- prolonged sitting and high computer usage
- limited walking, standing, twisting, bending (at the waist), crouching (bend knee)
- carrying of laptop and paperwork when alternating between home and office
- limited lifting of up to 7 kg archive boxes

Your role may include other tasks suited to your level, as your manager directs. This job description shows your current duties. We'll review and update it with you if your responsibilities change.

About you

Knowledge and experience

- 10yrs+ years' experience working in a planning, engagement or strategic land use roles, ideally in a combination of public and private sector organisations
- Experience and understanding of the New Zealand government and political environment.
- Experience and understanding of legislation relating to the ownership and use of Crown land, in particular the Public Works Act 1981
- Experience managing and working with third party providers from diverse disciplines.
- Strong relationship and communication skills, with demonstrated ability of building relationships, influencing collaboratively and engaging with senior leaders and stakeholders to enable the delivery of effective outcomes. Working knowledge of statutory requirements in relation to NZ Railways Corporation Act 2005, New Zealand Railway Corporation Restructuring Act 1990 and other relevant legislation relating to rail land.

Ways of working / Work-related qualities

- Empowering and inclusive leader, with proven ability and focus on a bottom-up leadership approach built on engagement and collaboration.
- Able to manage multiple projects at the same time and apply effective prioritisation skills.
- Sound judgement, integrity and discretion, particularly around strategic risk management in relation to projects.
- Credible, respected relationships with diverse stakeholders, including the Board, senior managers, team members, and key external stakeholders

Other Requirements

- You can pass regular drug and alcohol screenings
- You have a current and valid NZ Driver's Licence

Qualifications

You need:

- Tertiary qualification in property or planning with compatible industry experience.

**CREATING
STRONGER
CONNECTIONS**

The KiwiRail logo features the word "KiwiRail" in a bold, black, sans-serif font, followed by a stylized graphic of a kiwi bird's tail feathers.