

EMPLOYEE SPECIFICATION

Dept: Development and Housing		Section: Planning Policy
Post No: DEPP01001	Designation: Planning Policy Manager	Grade: 15 SCP48-49

<p>Qualification:</p> <p>(E) Membership of the Royal Town Planning Institute</p> <p>(E) Degree or equivalent on Town Planning</p> <p>(D) Qualification in management</p>
<p>Knowledge/Skills/Abilities:</p> <p>Knowledge:</p> <p>(E) Extensive knowledge of best practice and the legislative basis for Town Planning</p> <p>(E) Knowledge of the interactions between Planning Policy and other divisions of the Directorate and the wider contribution the planning service makes to the Council.</p> <p>(D) Knowledge of the links between Planning Policy and other strategic policy including housing and economic development matters.</p> <p>(D) An understanding of the Council's policies, procedures and regulations, which are relevant to the work of the division</p> <p>Abilities:</p> <p>(E) To manage and motivate staff to provide an efficient, effective and continuously improving planning policy function</p> <p>(E) An ability to manage budgets and plan for resource requirements</p> <p>(E) An ability to achieve appropriate quality standards for the division</p> <p>Skills:</p> <p>(E) Good organisational skills with an ability to work to timescales, set targets and work under pressure to achieve them.</p> <p>(E) Good interpersonal relationship skills to collaborate with partners, stakeholders and staff</p> <p>(E) Good negotiation skills</p> <p>(D) Good computer skills</p>

Experience:

(E) Experience in a supervisory role allied to the work of a planning department

(E) Extensive post qualification experience working in planning

(E) Experience of giving evidence in planning appeals and/or local plans examinations including both Public Local Inquiries and Hearings

Special Requirement:

(E) The post holder should be able to undertake site visits and property inspections

(E) To attend meetings as appropriate outside normal working hours

NB E Essential
D Desirable

Date Produced: May 2022