

JOB DESCRIPTION

Job Title: Spatial Planner (Infrastructure)

Directorate & Section/Unit: Planning and Transport Planning / Strategic Infrastructure and Economy

Reporting to: Place Planning Team Leader

Responsibility for: NA

Headcount and FTE of staff: NA

Salary Grade: Scale 6

WCC Management Level: Front Line

Number of Direct Reports: NA

Our People Values:

To uphold and act in accordance with Worcestershire County Council's values;

- **Customer Focus** – Ensure delivery of a high-quality service which meet the needs of customers.
- **Can Do Culture** – Be proactive to achieve excellence, finding solutions and creative ways of working.
- **Freedom within Boundaries** - Make constructive change through cohesive decision making, ensuring services are responsive.

Purpose of job:

- To help co-ordinate the spatial approach to infrastructure development and delivery
- To request developer contributions to support the County Council's requirements including public transport.
- To liaise with district councils and other stakeholders regarding the development and review of Infrastructure Delivery Plans

Main Activities & Responsibilities:

- To utilise the County Council's approach to developer contributions including policy documents, processes, and systems. To request appropriate contributions towards infrastructure.
- To provide and advice and support negotiations regarding developer contributions at pre-application and planning application meetings.
- To assist in the development of business cases for developer contributions to transport projects, particularly public and community transport and negotiate with developers as required.
- To work in partnership with Worcestershire Local Planning Authorities, to secure developer contributions commensurate with County Council's infrastructure needs and responsibilities.
- To assist in the co-ordination of the County Council's contribution to Local Planning Authorities Infrastructure Delivery Plans in support of Local Plans to ensure that County Council's infrastructure requirements are reflected and addressed.
- To develop and provide evidence to support funding applications to be submitted by County Council or its partners.
- To work collaboratively with Local Planning Authorities on the collection of evidence for local plans, to advise on matters of countywide importance and develop relevant planning policy.
- To support the County Council at Examination in Public, or Planning Inquiries as required
- To prepare background and technical studies to inform local, county and regional planning strategies.

Generic Accountabilities:

- To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training.

- To undertake other such duties, training and/or hours of work as may be reasonably required, and which are consistent with the general level of responsibility of this job.
- To undertake health and safety duties commensurate with the job and/or as detailed in the Directorate's Health and Safety Policy
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equality and Diversity Policy

Contacts:

In all contacts the post holder will be required to present a good image of the Directorate and the County Council as well as maintaining constructive relationships.

Internal: Elected Members, Strategic Directors, Assistant Directors, Heads of Service, Senior Managers, Management Teams, Managers & Staff across all directorates, Project Staff, Governors, Head Teachers, Teachers, Support and other school-based staff

External: District & County Councils, Government Agencies & Departments, NHS, Clinical Commissioning Groups, Healthcare Professionals, Police, Fire, Probation Service, Educational Settings, Suppliers, Contractors, Service providers, Statutory and Voluntary Organisations, service users, clients, customers, parents & pupils, members of the public, volunteers

Additional Information:

- This post is politically restricted under the terms of the Local Government and Housing Act 1989
- The Council reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Equality Act

Author: Mike Martin-White

Date:

Date of grading confirmation:

PERSON SPECIFICATION

Job Title: Spatial Planner (Infrastructure)

Directorate & Section/Unit: Economy and Infrastructure Directorate, Planning Development Control

Salary Grade: SC6

EXPERIENCE:

It is **essential** that the postholder has:

- Experience of Microsoft software packages including word, excel, powerpoint and teams.
- Experience of working with the general public.
- Awareness of the development of planning policy and planning guidance
- Demonstrable awareness of and commitment to proactive customer care, performance, and quality services.
- Awareness of the development industry and securing developer contributions for infrastructure projects

It is **desirable** that the postholder has:

- Experience of working in a public sector organisation within an office environment.
- Knowledge of practices and legislation applicable to local government
- Experience of working in a political environment

KNOWLEDGE, SKILLS AND ABILITIES:

It is **essential** that the postholder has:

- Project management skills – ability to manage a large case load and work to non-negotiable deadlines involving changing work priorities and pressure.
- Analytical ability to review planning proposals of varied complexity and sensitivity, whilst interpreting appropriate legislation and best practice within its environmental, economic, and social context.
- Base level knowledge of the planning law and practices in relation planning policy
- Effective, oral and written communication skills, and the ability to apply them in formal and informal settings for a range of audiences,
- Analytical skills and an excellent aptitude to think creatively in developing innovative solutions to complex problems.
- Ability to give presentations in a public forum.
- Ability to negotiate with internal and external partners.
- Ability to engage in partnership working with a wide range of stakeholders,
- Ability to think creatively and provide solutions to diverse problems,
- Ability to work effectively as part of a team,
- Ability to work well under pressure and to deliver to strict deadlines,

It is **desirable** that the postholder has:

- Ability to work with appropriate GIS packages.

QUALIFICATIONS/TRAINING:

It is **essential** that the postholder has:

- Level 5 Qualification
- Willingness to work towards Royal Town Planning Institute membership.
- Commitment to CPD and ongoing personal development

It is **desirable** that the postholder has:

- RTPI accredited degree.

ADDITIONAL FACTORS:

It is **essential** that the postholder has:

- The ability to travel throughout the County at short notice and where public transport may be limited,
- A willingness to work occasional evenings and weekends as reasonably requested.
- Commitment to further professional and personal development.
- Able to carry out site inspections and surveys of mineral workings, waste management operations and open countryside, often in dirty conditions, difficult, uneven, unsurfaced terrain and/or adverse weather conditions.