

JOB DESCRIPTION

Job title: Major Planning Projects and Performance Manager
Directorate: Planning
Grade: 9

JOB CONTEXT / DIMENSIONS / RELATIONSHIPS:

Reports to: Director of Planning
Manages: The Planning Projects and Performance team (Approx. 12 staff)
Liaison with: All relevant stakeholders (internal and external) and with Government as required

JOB PURPOSE:

- Management of a team and individuals to lead and advise on major and significant planning related projects in order to deliver Partnership Management Plan and Local Plan outcomes, specifically around nature, climate action and park for all.
- Providing high level support and dealing with major projects/planning applications/appeals and Nationally Significant Infrastructure Projects as required
- Responsible for delivering an exemplary planning service through partnership working (hosted planning development management arrangements), negotiating to ensure service delivery meets agreed professional standards and driving forward performance improvements

KEY ACCOUNTABILITIES:

- Promoting excellence in Planning in a National Park by delivering against Statutory National Park Purposes and SDNPA Corporate priorities.
- Leading a team progressing major planning applications, major planning projects, our hosted arrangements with four Councils who deliver 75% of our planning decisions
- Leading a team providing specialist advice to the wider organisation as well as planning in respect of heritage, design, landscape and transport, green finance arrangements and the Community Infrastructure Levy and S106 planning obligations.
- Lead, manage, motivate and develop a team of expert staff co-ordinating and delivering the defined programme of work and contributing to the delivery of outcomes as specified
- Identify and develop service and outcome improvement projects and programmes as required, in conjunction with other senior managers within the organisation and external partners.
- Member of the Authority's Officer Management Team (OMT).
- Liaise with Local Authorities and other partners to develop joint contributions to planning service development and improvement
- Identify and report on robust financial, performance and other service information from local authorities and other partners relating to planning service provision, to senior colleagues and Members of the Board
- Lead and advise on issues relating to performance and payments to local authorities for planning services
- Provide professional planning input and direct management to the development of an effective specialist planning team

- Represent the Director of Planning and the SDNPA at meetings, including Committee meetings, as appropriate
- Develop and contribute to monitoring and review of procedures.
- Contribute to the development of corporate and service plans to facilitate work programmes and to provide an effective performance management framework
- Provide effective, professional contributions to the corporate work for the SDNPA
- This is a politically restricted post as defined by the Local Government and Housing Act 1989
- Other duties requested by the SDNPA in line with the grading of this post.

CORPORATE RESPONSIBILITIES

Maintain awareness of and compliance with the ethical, legal and policy framework within which the organisation operates including, but not limited to:

- Authority Purposes and Duty
- Performance Development Review Scheme
- National Park Circular 2010 and any subsequent updates
- Data Protection requirements including General Data Protection Regulations (GDPR)
- Freedom of Information Act
- Officers Code of Conduct
- Member/Officer Protocol
- Health and Safety Policies and Procedures
- Equality and Diversity Policy
- Information Technology User Policy
- Information Security Policy
- All policies/procedures and guidance related to the designated role