



# Senior Strategic Planning Officer

<b>LEVEL:</b>	Level 5
<b>ACCOUNTABLE TO:</b>	Strategic Planning Manager
<b>SALARY:</b>	£39,862 to £44,075 per annum (pro rata for part time hours)
<b>LOCATION:</b>	Totnes/Tavistock/Agile
<b>CONTRACT:</b>	Permanent

## Job Purpose

To play a central role in drafting and adopting a new local plan that responds to local and national challenges and aligns with our corporate objectives.

The Senior Strategic Planning Officer will provide detailed input into the creation of a new joint local plan and offer technical knowledge and expertise in support of the wider strategic planning function.

Operating at a Principal level will require direct liaison with officers, elected members, developers and wider stakeholders, and the ability to effectively represent the council in a range of forums will form a key part of the role.

## Role Profile

- Support the preparation of a new joint local plan across South Hams and West Devon.
- Take responsibility for specific projects and elements of the evidence base.
- Support the wider strategic planning function, including assisting in monitoring and reporting requirements.
- Provide input on planning applications and development proposals.
- Provide advice and guidance to support groups preparing neighbourhood plans.



## Person Specification

### Qualifications

Essential	Desirable
Town Planning or related land use degree	Chartered membership of the Royal Town Planning Institute

### Knowledge / Experience

Essential	Desirable
Experience of working on local plans and/or other development plan and supplementary planning documents	Project and contract management
Experience of having led on specific evidence base documents, including defending these in examination and/or at appeal	Experience of using GIS, particularly as part of a local plan evidence base
Knowledge and awareness of the emerging planning system, and understanding of the risk and opportunities it presents for the councils	Knowledge and experience of applying neighbourhood planning regulations, and working with neighbourhood plan groups
Experience of attending public/community meetings	

### Skills / Abilities

Essential	Desirable
Good analytical and research skills	
Good communication skills	
Ability to manage competing priorities and apply sound working practices to ensure effective performance	



## General / Other

Essential	Desirable
Understanding of the wider role and purpose of local authorities, and the various services and functions they perform	Holds full UK driving licence

## General

The list above is not exhaustive, this role profile sets out the duties of the post at the time it was drawn up. Such details may vary from time to time without changing the general character of the duties or the level of responsibility involved.

## Safeguarding Children & Adults at Risk

The Council has a Safeguarding Policy which outlines its responsibilities and the responsibilities of its employees. All employees need to be aware of this Policy and comply with the contents.

## Equality, Diversity & Inclusion

The Council has an Equality, Diversity and Inclusion policy which outlines its commitment to creating a culture that respects and values each other's differences, promotes dignity, equality, diversity, and inclusion, encourages individuals to develop and maximise their true potential and combats prejudice, discrimination, and harassment.

## Staff Code of Conduct

The public, our communities, customers, and colleagues are entitled to expect the highest standards of conduct from all people working for the Councils. The Code of Conduct sets out the general standards of conduct expected of everyone working for the Councils.

## Climate Change

Contribute to the Council's corporate objectives in relation to climate change by considering the environmental impact of individual and collective actions, working to reduce resource and energy use, minimise waste, and anticipate and enhance the efficiency of services in response to a changing climate, wherever possible, to help the council reduce its own carbon footprint and that of the district.