



Job description			
Job title	PLANNING AND HIGHWAYS SOLICITOR/LAWYER (COMMERCIAL AND PROPERTY TEAM)		
Grade	Q		
Directorate	Resources		
Service/team	LEGAL SERVICES		
Accountable to	HEAD OF LEGAL SERVICES, PRINCIPAL LAWYER (COMMERCIAL AND PROPERTY TEAM)		
Responsible for	NOT APPLICABLE		
JE Reference	A1767	Date Reviewed	10 December 2025

Purpose of the Job

You will be a key member of the Commercial and Property Team, maintaining a strong working relationship with the Council's key clients including the Major Development Team, Planning Team and Highways Team. Your primary role will be to liaise with and receive instructions from client departments, and the delivery of a high-quality planning and highways service to the Council. You will also carry out commercial property work and support other projects as required. You will also attend and advise the Council's Planning Committee and undertake planning and highways work for the Council generally

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. To provide specialist legal support to meet the Council's needs in areas including planning matters; attendance at Planning Committee; highways and rights-of-way issues; negotiation and drafting of planning and highways agreements (including sections 106, 38 and 278); development projects; subsidy control relating to regeneration and planning; compulsory purchase; enforcement; appeals and hearings; village green and commons matters; assets of community value; and other planning and highways matters handled by the Commercial and Property Team.
2. To provide high-level, proactive, and solution-focused legal advice to Elected Members and internal clients on significant planning and highways



matters, regeneration projects, and other development-related functions of the Council.

3. To have care and conduct of a caseload of complex planning and highways related matters.
4. To direct and supervise as appropriate the work of more junior members of the Commercial and Property Team, to include allocation of work, checking quality of work and providing, where appropriate, on the job training.
5. To provide training for Elected Members and any service of the Council and/or any external client of Knowsley Legal Services or a Council partner as may be required.
6. To operate and/or undertake such systems and procedures as are deemed necessary for the effective provision of the service including those relating to the maintenance of case management information Land and Property Team budget monitoring.
7. To keep and maintain appropriate legal records, including time recording.
8. To ensure compliance with the Law Society's professional standards for Solicitors (where appropriate) and the Council's own internal policies, rules and procedures.
9. To carry out such other duties and responsibilities appropriate to the post as may be determined.



Knowsley Better Together – Staff Qualities



Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.