



Person Specification

Post title	Principal Planning Officer	Grade	N / £47,181 - £48,226 per annum
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To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Substantial experience at senior level in planning development management including the assessment of Major Planning applications, presenting at Planning Committee, attending public meetings and experience of public appeals.	A, I, P
S2	Substantial experience of working in a multi-disciplinary team with experience of contributing fully to a whole team approach to planning decision-making.	A, I, P
S3	Advanced knowledge of current legislation and best practice in the assessment of major complex planning applications including the adherence to national and local planning legislation and other related technical disciplines. Knowledge of the legislative and policy context within which the Planning Service will deliver.	A, I, P
S4	Experience of caseload management and assessment, to report on a variety of major planning applications	A, I, P
S5	Experience of preparing evidence for planning appeals and representing the Council either through written representations or informal hearings.	A, I, P
S6	Practical evidence of experience of and ability to support landowners and developers to bring forward Development from plan to delivery.	A, I, P
S7	Experience of ability to analyse and interpret complex technical specifications and issues	A, I, P
S8	Experience of Planning Enforcement	A, I, P
S9	Practical experience of Performance Management and Project Management tools and techniques to achieve business objectives. Ability to deploy high level organisation skills with ability to work effectively to meet deadlines	A, I, P
S10	Excellent IT and presentation skills, including database and Microsoft Office programmes.	A, I, P

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S11	Experience of negotiating and securing financial contributions and off site improvement works from developers and drafting terms of S106 and legal agreement to secure the commuted sums and schemes of works	A, I, P
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
Communication		
C1	The ability to speak fluent English	A, I, P
C2	Excellent communication and negotiation skills, including ability to resolve conflict in difficult situations and ability to communicate effectively with elected members and a range of partners, stakeholders and the community.	A, I, P
Qualifications		
Q1	Degree in town and country planning or a closely related subject and membership of (or eligible to join) RTPI.	A

CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview
P = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

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Knowsley Council

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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