**Job Capsule Supplementary Information: Development Plans Manager**

**This supplementary information for Development Plans Manager is for guidance and must be used in conjunction with the Job Capsule for:**

**Job Family:** Place / Technical

**Job Level:** 5

**Zone:** 1

**It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee’s contract of employment.**

**Role Purpose**

* To lead on the preparation and review of the Council’s land use and development plans, policies, strategies and supporting evidence.
* To manage all aspects of plan preparation including the production of sound evidence, effective community engagement, and monitoring of outcomes.
* To lead on Planning input to the development of relevant Council and other stakeholder strategies.
* To manage the Council's statutory duties in relation to supporting communities undertaking neighbourhood planning as required.
* To lead on the provision of high quality planning policy advice within and outside of the Council.
* To deputise for the Strategic Lead - Planning Policy as necessary.

**Example outcomes or objectives that this role will deliver**

* The production of a high quality, sound and robust planning policy framework that plays a key role in delivering the Council’s objectives to harness the benefits of growth, secure sustainable neighbourhoods and reduce inequalities.
* Effective support to Camden’s communities to facilitate the production of neighbourhood plans and ensuring the Council’s statutory duties in relation to neighbourhood planning are carried out.
* High quality policy advice on planning applications, appeals and planning briefs in a way which ensures the Council’s policies are interpreted correctly, be implemented effectively, and can be effectively defended in planning appeals.
* Responses to the planning policies, guidance and actions of the government, the Mayor / GLA and other bodies in a way which maximises the benefit to Camden.

**People Management Responsibilities**

* To manage and support the work a team of Principal Planners, Senior Planners and Planning Officers (approximately 7 FTE), and facilitate their development and acquisition of skills and knowledge.

**Relationships**

* To support the Strategic Lead - Planning Policy and the Head of Placeshaping and Economic Development in delivering the aims of the team and service.
* To develop strong working partnerships within the Council (e.g. colleagues working on Development Management, Housing, Transport and Sustainability); with elected Members; and with outside bodies, including neighbourhood forums and other community organisations, the GLA, consultants, landowners, developers and major institutions.
* To be flexible to the demands of the Planning Policy team, supporting wider objectives and the Strategic Lead as required.

**Work Environment**

* The role will be based in the London Borough of Camden offices, 5 St Pancras Square, which is a hot desking environment.
* The role will involve attending some external meetings and site visits, and some attendance at meetings outside normal office hours.

**Technical Knowledge and Experience**

* A degree level qualification in Planning or a related discipline, with eligibility for Membership of the Royal Town Planning Institute.
* A number of years’ experience of working in a Planning role, in particular on planning policy. Experience working in a local authority environment would be desirable.
* Ability to demonstrate the Camden Ways of Working.
* High level of analytical capability and able to take a strategic approach.
* Ability to deal with complex issues relating to planning policy and the built environment, and approach and solve problems in innovative ways.
* Political sensitivity and judgement.
* Ability to work proactively, creatively and flexibly, anticipating and responding to internal and external changes.
* Excellent communication, presentation and influencing skills that can be used at a range of levels including Council members, private sector partners, senior managers, service providers and service users.
* Diplomacy skills, including the ability to establish and maintain good working relationships with a wide variety of people.
* Ability to develop and lead complex projects including through project management, allocation of resources and management of staff and/or consultants to deliver high quality outputs and organisational objectives
* Thorough awareness of current and draft planning legislation at local, London regional and national levels.

**Camden Core Behaviours – identify the level relevant to role for the 5 Camden core behaviours**

Confidence and resilience: 3

Driving improvement 3

Leading people working together3

Organisational awareness 4

Strategic perspective 4

**Camden Additional Behaviours – identify one or two relevant additional behaviours with the appropriate level for this role**

Analysis and judgement – 4

Building Support - 3