

Job Profile: Planning Officer

Salary Range: £34,033 - £39,480 per annum

Job Level: Level 3, Zone 2

This supplementary information for Planning Officer is for guidance and must be used in conjunction with the Job Capsule for Job Family -Place Technical - Job Level 3, Zone 2

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 contribute to the provision of a responsive, high performing and high-quality Development Management Service with responsibility for development management work including application processing; pre-application advice; and enforcement investigations, proceedings and projects. To negotiate planning performance agreements, planning obligations and/or contributions through CIL/S106. Preparation of evidence for appeals including presenting at hearings, correspondence and other duties as may be required. To work on specific projects to support our digital strategy and tackle the climate crisis.

Example outcomes or objectives that this role will deliver:

- Carry out work that directly maintains and improves the quality of the physical environment of the borough and the lives of its residents.
- The post-holder will take responsibility for effective negotiation, stakeholder involvement and conflict resolution (including breach resolution) to ensure high quality and innovative outcomes that reflect Council wide objectives and policies
- To take personal responsibility and lead on a varied range of development management case work including negotiating of planning performance agreements, pre-application advice, application processing and enforcement investigations and projects.
- To negotiate financial and other community benefits through legal agreements to be invested in the borough's built environment and infrastructure
- To lead on the preparation of evidence in respect of appeals including presenting evidence at hearings or public inquires.
- To contribute innovatively to key digital projects and development of digital tools to improve efficiency in the planning process.
- To ensure all Development Management decisions and enforcement actions comply with relevant legislation, statutory and other Council plans, policies and guidelines and that these decisions can be effectively defended in planning appeals as necessary

- To seek to ensure that all reports, correspondence, written and telephone enquiries and complaints are dealt with within target response times and that quality and content meet required standards

People Management Responsibilities:

- None

Relationships:

- Reports to an area Development Management team manager and Head of Development Management Service.
- Partnership working with other services within the council and elsewhere eg climate change, digital, transport , private sector housing, street environment services, major land owners, developers and applicants; with residents/amenity groups and elected members.

Work Environment:

Right now we are mainly working from home and will provide flexible working arrangements to suit your circumstances on an ongoing basis. You will be required to undertake external meetings and site visits once it is safe to do so. Willingness to work outside normal office hours on occasion is essential.

Technical Knowledge and Experience:

- To have completed or be working towards a degree level qualification or equivalent apprenticeship in Town Planning with eligibility for Membership of the Royal Town Planning Institute or have sufficient work experience to meet eligibility for RTPI.
- Excellence in customer care
- Experience of working within Development Management in a local authority environment
- Knowledge of current and draft planning legislation at local, London regional and national levels.
- An aptitude for technology and data science (desirable).

Camden Way

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the

way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

- Deliver for the people of Camden
- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility

For further information on the Camden Way please visit:

<https://lbcamden.sharepoint.com/sites/intranet/HR/Pages/The-Camden-Way-for-teams.asp>