

Title Group Manager - Planning	Department Place	Post Ref.
Job Purpose Ensures delivery of identified services (directly provided, commissioned or jointly delivered) including accountability for delivering priorities and achieving targets using the resources allocated to those services.		
1. Key Responsibilities 2. To lead and manage the County Council's service as a local planning authority including Development Management, Planning Policy (preparation of local plans, responding to planning consultations at a local, regional, and national level.) and Monitoring and Enforcement. 3. To act as an exemplar for the Council's vision and values at all times. 4. Production of and delivery of service plans including agreeing targets with their Service Director 5. Delivering the services within the performance targets in the service plan/s 6. Reporting changes in the operating environment where these require amendment of the service Plan 7. Fulfilling all duties to effectively manage the performance of and ensure the welfare of all staff in services 8. Providing timely and accurate information about customers including data on future trends 9. Ensure that members and senior officers are provided with high quality strategic advice in relation to the services managed by the post	Key Accountabilities 22. Delivering services agreed in the service plan within agreed resources, including targets for improving efficiency and customer satisfaction 23. Staff performance within the services managed 24. Delivering services within the allocated budget. 25. Accountable for all budgets within the Group including ensuring that budgets are managed effectively. 26. Taking decisive action and reporting issues where unforeseen events impact on service delivery targets 27. Providing data about customers and the operating environment 28. Meeting statutory or regulatory standards that apply to the services managed 29. Ensuring that the services supplied with respect to statutory planning and conservation comply with all current and future legislation and national planning policy statements. 30. To comply with the Place Leadership Team Values and Behaviours in order to contribute to the achievement of the	

<p>10. To advise the Chair and Vice Chair of the Planning and Rights of Way Committee on all planning proposals (waste, minerals and Regulation 3, County Council own developments) being considered by Committee and to develop, manage and review its business and working arrangements.</p> <p>11. To manage and lead on the preparation of the Council's statutory local plans for minerals and waste development.</p> <p>12. To lead negotiations and manage the determination of strategic planning applications submitted to the County Council.</p> <p>13. To manage the Council's strategic planning observations on all major development proposals affecting the Council but determined by other planning bodies.</p> <p>14. Manage and lead on the review and implementation of the Council's Developer Contributions Strategy including preparation of the Council's Infrastructure Funding Statement.</p> <p>15. To manage the County Council's statutory obligations with regard to conservation matters. Including biodiversity, heritage, archaeology, Historic Environment Record, Heritage Lottery and Defra Grant Programmes.</p> <p>16. To lead on the development of Local Nature Recovery Strategies across Nottinghamshire with the County Council as lead authority.</p> <p>17. Lead on the development and implementation of the Council's Housing Strategy including the development of direct or indirect initiatives such as the Social Housing Decarbonisation Demonstrator Fund to meet needs.</p> <p>18. To lead and manage the Council's Highways Development Control function as a statutory consultee on highway matters on planning applications determined by local planning authorities.,</p>	<p>Council's and Place Departments strategic aims and objectives.</p> <p>31. Working to achieve the ambitions of the Council Plan for a healthy, prosperous and greener future for everyone.</p> <p>32. Deputise for Service Director of Investment and Growth as appropriate.</p>
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<p>Development Control (Highways) and functions within the council.</p> <p>19. To represent the County Council in complex external collaborations including local, regional, and national partnerships to achieve growth outcomes. This includes, the Joint Planning Advisory Board, Government Departments and Agencies, and ADEPT, RTPI and Planning Officers Society.</p> <p>20. To advise lead Cabinet members on matters relating to the planning group as appropriate.</p> <p>21. Deputy undertaker for the two notifiable reservoirs in the County Council's ownership.</p>	
The post holder will perform any duty or task that is appropriate for the role described	

Person Specification

<i>Education and Knowledge</i>	<i>Personal skills and general competencies</i>
<ol style="list-style-type: none"> 1. Management qualification or equivalent experience 2. Evidence of continuous professional development. 3. Comprehensive knowledge of the main issues and influences affecting the service area. 4. Detailed knowledge of main issues and influences affecting the services allocated to this post. 5. Detailed knowledge of the statutory planning system Comprehensive knowledge of the principles and practice of: <ul style="list-style-type: none"> • effective people management. • excellent customer service. • continual improvement using an evidence – based approach; and, • appropriate risk management. 6. <i>An Honours Degree in Planning or equivalent, member of the Royal Town Planning Institute.</i> 	<ol style="list-style-type: none"> 7. A high level of personal drive and integrity and an understanding of how their personal leadership style impacts on service outcomes. 8. Strong interpersonal skills enabling the post holder to provide purpose and direction to others in a changing environment to ensure effective engagement with customers, staff and other key stakeholders. 9. Ability to make decisions and solve problems in a changing and complex service environment, involving planning solutions and prioritising personal and service resources 10. Ability to meet agreed broad service objectives and delivery targets through the organisation of human, physical and financial
<i>Experience</i>	

Tier 4 – Group Manager

<p>11. Minimum of 10 years' experience of service delivery, including resource planning, performance management and effective and efficient delivery, in a relevant service area.</p> <p>12. Significant experience of leading changes in a service delivery environment with responsibility for direction of a service involving the co-ordination and integration of a number of sub functions</p> <p>13. <i>Proven track record with extensive evidence of managing a statutory planning team.</i></p>	<p>resources.</p>
<p><i>Role Dimensions</i></p> <p>14. <i>As chief planner to be responsible for the County Council's functions as a planning authority in determining planning applications, preparing waste and minerals local plans and the monitoring and enforcement of planning matters. Working with the Chairman of the Planning and Rights of Way Committee to be accountable and automatus for decision making, independent of senior officers. To lead the development and implementation of the Council's Housing strategy. To lead the Council's conservation and heritage functions including the Miner to Major HLF landscape partnership and DEFRA trees for Climate Grant aid programmes.</i></p> <p>15. The post holder will manage the following team functions:</p> <ul style="list-style-type: none"> • Development Control (Highways) • Development Management • Minerals and Waste Planning Policy • Strategic I Planning • Conservation <p><u>Financial Responsibilities</u></p> <p>16. Manage the Group's budget for planning, conservation, Development Control (highways). The total Revenue budget is in the order of £1 million per annum.</p> <p>17. Manage income received from Planning Fees and from the Minerals Monitoring Regime, and other sources (£300k pa).</p> <p>18. Grant budgets- M2M, Trees for Climate Change</p> <p><u>Staff Management Responsibilities</u></p> <p>19. <i>Responsibility for managing four teams comprising planners, minerals and waste specialists, transport planners and conservation officers, together with service area wide support administrative and technical staff. The post holder will manage circa 60FTE's</i></p>	

Date July 2022

Tier 4 – Group Manager