

Head of Forward Planning

Job Outline

To manage all the activities and related responsibilities of planning policy making, local planning, urban design, planning briefs, flood risk management and the community infrastructure levy, and to play an important role as a member of the Planning and Borough Development's Senior Management Team.

1. To lead all aspects of the Planning Policy and Projects business area, currently comprising about 12 staff, including its work programme, priorities and expenditure budget of c£1m.

2. To make an important and positive contribution to the management of the Planning and Borough Development business group as part of the senior management team, performing a key strategic role.

3. To be the technical expert on planning policy and local planning advice to staff, senior management and councillors on procedural and professional matters.

4. To provide strategic leadership on development matters both internally across the Council with councillors and officers and externally to residents, businesses, partners and other external bodies, promoting high quality development and urban environments which achieve the Council's objectives.

5. Deliver the Council's planning policy and local planning documents within budget and to agreed timetables.

6. Research, develop and implement planning initiatives in agreement with the Executive Director which will improve the Royal Borough as a place to live, work and visit.

7. Lead on the delivery of the review of the Council's local plan and ensure that policies of critical importance to the Council are delivered (notably, at present, policy relating to Basements, Housing, Enterprise and Design), including the production of evidence, public consultation and where necessary submission for examination.