

Head of Planning and Enforcement

Responsible To:

Director of Planning and Development

Responsible For:

Planning and Enforcement Service

About the job:

As the Council's Head of Planning and Enforcement, you will lead and manage the council's planning, licensing, building control and compliance functions. You will work to ensure that the council meets statutory requirements in relation to planning policy, development management and licensing.

The effective planning service you will oversee will ensure that development meets the future needs of the borough, while the licensing and building control functions will keep the borough and residents safe.

Role:

Ensure that the Council has in place the appropriate plans, policies, and resources to allow it to meet and comply with all statutory and legal requirements, monitoring, and evaluation arrangements.

Ensure the council works with partners across central Lancashire to develop a high quality Local Plan and associated planning policies

Lead the council's licensing function, ensuring that it processes applications and decision making effectively and efficiently; in line with high quality licensing policies.

Lead the building control function, ensuring the council has in place effective processes to deliver a high quality service

Provide professional advice to members, officer, and customers on planning matters and strategic applications to ensure community benefits are realised and the Council's corporate and regeneration objectives are met.

Lead on and manage the response to any important, contentious, or sensitive applications and issues and any subsequent appeals and exercise delegated authority to make decisions on planning applications.

Represent the Council or arrange representation at external hearings, Public Inquiries, and other judicial proceedings in relation to development control matters and guidance.

Ensure the Council enters into robust and inclusive community engagement, giving advice and assistance to the public and represent the Council at public meetings and site visits to discuss development proposals.

Responsibilities:

Line Management:

- You will manage individual and team performance to ensure that agreed targets and outcomes are achieved and that quality services are provided at all times, in line with our HR policies
- You will be responsible for all aspects of staffing matters related to the team including recruitment, appraisals, absence management, capability and discipline
- You will participate in and deliver staff development activities as required

Corporate:

- Carry out your duties and responsibilities in line with Health & Safety Policies and associated legislation
- You will actively promote customer care, value for money and performance management
- You will manage organisational risk effectively and ensure effective governance around decision making
- Your duties will be carried out in line with our equality scheme
- You will be compliant at all times with GDPR and data protection legislation
- You will constructively participate in communication and promotional activities
- You will promote an environment of continuous learning & development and professional behaviour in line with the organisation's values and behaviours
- You will manage the budget in line with the organisation's Financial Regulations.
- You will effectively manage and support change
- To ensure that all activity complies with Standing Orders and Codes of Practice
- You will contribute to the Council's Emergency Planning arrangements.

Organisational:

- You will be committed to the council's vision, values and associated behaviours, including trusting and empowering staff and colleagues. You will know what your team's role is in delivering this.
- You will understand and communicate the Council's plans ambitions and position to your team, supporting your team's understanding and engagement in delivery.
- You will create an inclusive culture which provides opportunities for everyone to participate and progress in
- You will have effective relationships across all Directorates, with stakeholders and external partners to ensure the council's priorities and objectives are met.
- You will positively promote and represent the Council at all times
- You will be prepared to take on responsibilities and projects that may be outside of your normal work area but are relevant to your role

What the successful candidate will have:

Qualifications

- Relevant degree or equivalent experience
- Member of relevant professional body
- A current full driving licence or equivalent mobility
- Evidence of continuing professional development

Experience

- Be able to think and act strategically across and outside organisational boundaries.
- Have significant experience of managing relevant teams and functions with demonstrable success.
- Experience of advising elected members and of presenting applications to relevant committees
- Experience of appearing as an expert witness at Public Inquiries or other judicial proceedings.

Knowledge, skills & experience

- Understanding and awareness of current planning or building legislation
- Understanding of current developments in service delivery in local government
- Able to inspire others with a compelling vision of the future, engage others in that future and motivate them to make the required contribution
- Able to be a key advocate for change coupled and have the personal courage and resilience to cope with ambiguity, uncertainty and pressure.