

Job Profile and Working for Stockport



Stockport

to keep the people of Stockport at the heart of what we do.

Team

to succeed as a team, collaborating with colleagues and partners.

Ambition

to drive things forward with ambition, creativity and confidence.

Respect

to value and respect our colleagues, partners and customers.

Our Council

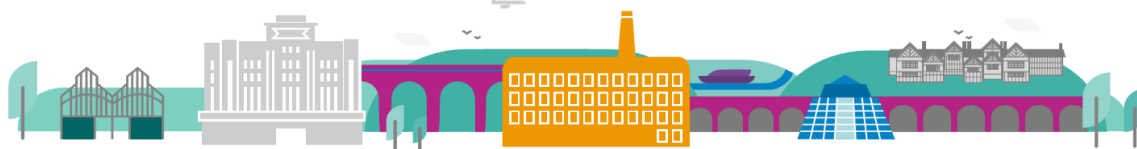
Our employees are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team**.

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at <https://greater.jobs/locations/stockport/>



About the Job

Role:	Principal Planning Officer
Service Area:	Planning – Development Management
Directorate:	Services to Place
Salary Grade:	MB3

Main Purpose of the Job:

To assist and deputise for the Area Team Manager in delivering a customer-focused and integrated development management service. This includes:

- Effective leadership and management of staff, ensuring performance management, continuous improvement, motivation, and professional development.
- Meeting the Council's statutory and non-statutory responsibilities in relation to development management.
- Ensuring high-quality decision-making on planning matters.
- Managing a caseload of complex, large-scale, or sensitive planning applications, ensuring timely and robust outcomes.

Key Responsibilities

Main Purpose of the Job (Generic Outcomes):

- To assist and support the Area Team Manager to manage the Area Team in providing a professional, efficient and cost-effective service that meets all legal and policy requirements.
- To actively focus on development of and performance management of the Associate Planning Officers and Graduate Planning Officers, ensuring that they, and the officers work within the team, are meeting and where possible exceeding local and national performance indicators, which is transparent and accessible to users of the system and to report these to management.
- To be responsible for the effective leadership and management of the Associate Planning Officers and Graduate Planning Officers within the Area Team ensuring the development of effective work, performance and support programmes for all staff, and the training of staff on new legislation, guidance and procedures across the service.
- To manage, with the assistance of the Area Team Manager, the allocation of cases within the team ensuring a fair and equitable balance of work between officers and appropriate to their specific grades and experience.



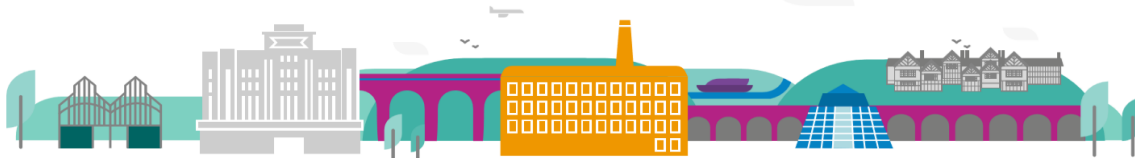
- Manage and prioritise a development management case load of correspondence, applications, appeals and pre-application enquiries in accordance with national and local performance targets. Ensure that decisions, conditions and reasons are made fully in accordance with the Council's scheme of delegation and that they are in accordance with the Council's policies and procedures.
- To actively seek to secure opportunities for Planning Performance Agreements with respect to proposed developments within the borough.
- To lead on the negotiation and completion of complex legal agreements, including Section 106 obligations to ensure agreements are robust, enforceable, and aligned with the Council's strategic objectives and statutory requirements.
- To assist in the development and maintenance of effective links with other Council departments, partner organisations and external stakeholders to secure the delivery of appropriate forms of development in the Borough, and in communicating the value added by Development Management to the delivery of a fair and inclusive Stockport..
- To attend and provide professional advice on applications where required at appropriate Committees and to deputise for the Area Team Manager or support other Committees, partnerships, appeals/inquiries, public meetings or working parties of the Council, as may be required by the Area Team Manager.
- To advise residents, developers, other professional groups, organisations and individuals and other Council Services, Members of the Council and Members of Parliament on development management issues and procedures offering advice and guidance, including the initiation of correspondence, on such matters in accordance with Service and Council policies and objectives.
- To apply emerging guidance and best practice in development management, identifying and exploiting innovation in service delivery and customer access to maximise efficiency and generate transformational change.
- To support the Area Team Manager in the implementation, review, development and appraisal of policies and practices across the Core Development Management service to maximise efficiency and best practice and input into the monitoring and review of relevant planning policies/strategies as required.
- Undertake and verify the technical processing of development applications in accordance with legislative requirements, Council policy and procedures.
- Ensure all consultations, advertisements and notifications [statutory and non-statutory] are carried out in respect of development applications.
- Ensure all relevant information is sought/ obtained, recorded, analysed and considered as part of the determination of development applications.



- Ensure that all relevant information received is correctly recorded into the Council's planning data base and made public where appropriate in accordance with the Council's statutory duty, policies and procedures.
- Provide advice, support and recommendations to the appropriate enforcement officer with regard to complaints and breaches of planning control, in order to ensure compliance with the Council's decisions, policies and procedures.
- Contribute to the preparation of publicity material, design briefs, policies and supplementary guidance notes guidelines in relation to development management functions, leading in specific task groups as necessary.
- Liaise and consult as appropriate with other officers, and organisations and bodies in order to process and determine development management enquiries, applications and appeals in accordance with council policies and procedures.
- Examine and assess development applications, carrying out site inspections, where necessary, and provide a clear and where appropriate concise report and recommendation on each application, taking account of all material considerations applying planning judgement. Provide draft conditions/ reasons in accordance with the Council's procedures.
- To undertake such other duties and responsibilities of an equivalent nature as may be determined from time to time by the Area Team Manager or Senior Management Team in consultation with the postholder.
- To ensure the Council's Code of Conduct for Members and Officers dealing with planning matters is fully complied with.
- To maintain full Chartered membership of the Royal Town Planning Institute (RTPI) and ensure compliance with the RTPI Member Code of Conduct at all times. This includes upholding the highest standards of professional integrity, ethical practice, and accountability in the delivery of planning services. The role demands continuous professional development to retain competency and accreditation, ensuring that advice, decisions, and actions reflect current best practice and legislative requirements
- To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.
- To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities.

Additional Information

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include



everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

About You

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

- Working to the Council's values and behaviours by:
 - Keeping the people of **Stockport** at the heart of what we do
 - Succeeding as a **team**, collaborating with colleagues and partners
 - Driving things forward with **ambition**, creativity and confidence
 - Showing value and **respect** to our colleagues, partners and customers.

- Be a fully chartered Member of the Royal Town Planning Institute.

- Have experience of leading and managing Planning Officers in the delivery of the Development Management function.

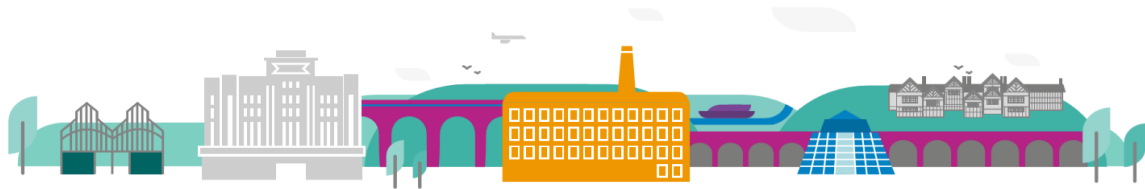
- Have a clear understanding of effective performance management and the delivery of outstanding customer service and effective client management in the delivery of the statutory planning functions.

- Thorough understanding of planning legislation and development issues, desirably within a metropolitan authority

- Possess leadership skills with negotiating and influencing skills to innovate, motivate, encourage and support the teams in the design and delivery of high quality, customer focused service.

- Possess interpersonal skill with the ability to relate to all levels within the organisation

- Have experience of working with a range of stakeholders including customers, partners and Members.



- Possess a high level of negotiation skills and political awareness to be able to provide balanced judgements and give clear and robust advice, recommendations and make decisions within a politically sensitive environment.
- Substantial experience in planning, with a proven track record and considerable experience of representing an organisation at appeal, in court, presenting to Committees' and chairing meetings with outside bodies and agencies.
- Possess the ability to manage multiple projects and/or a diverse workload.
- Have experience of developing, influencing coaching and supporting officers.
- Possess strong analytical skills with the ability to quickly establish key issues.
- Effective oral and written communication skills with a confident presentational style