|  |  |
| --- | --- |
| **pLANNING POLICY OFficer/senior planning officer**  **SALARY GRADE: hbc7/8** | Halton Borough Council  resourcing@halton.gov.uk |
| Working at Halton | |
| All our colleagues at Halton have made a positive commitment to delivering great outcomes for our communities. Whoever joins us will share that passion for outstanding service, and strongly align with the values which define our workplace culture:   * Working Together – building fantastic relationships with colleagues and customers * Continuous Improvement – keeping great service delivery at the heart of everything we do * Personal Growth – learning, growing and developing ourselves * Accountability – doing what we say we are going to do * Inspiring Leadership – positive roles models and leading by example   *To read more about our values, click* [*HERE*](https://haltoncouncilcareers.co.uk/values/)  **We are immensely proud that when asked what’s great about working for Halton, the most popular response from our workforce has been ‘*our colleagues’*.**  Aside from working with a great team, our employees have access to a fantastic range of benefits, including:   * A generous annual holiday allowance starting at 34 days per year (including bank holidays), increasing with long service * Membership of our defined benefit, salary-linked pension scheme with generous Employer Contributions * 3 x Salary Life Cover via Local Government Pension Scheme * Investment in your personal development * Free Car Parking at HBC sites * Flexible / hybrid working arrangements available * Car leasing schemes * Essential Monthly Car User Allowance   *For further information about all the benefits we offer, please click* [*HERE*](https://haltoncouncilcareers.co.uk/benefits/)*.* | |
| About the Job | |
| In this role, you will play an integral role in preparing, monitoring and reviewing planning policies for Halton’s Local Development Framework.  Halton Borough Council have an organisational commitment to build operational capacity across a number of service areas, which means you will be directly contributing to the growth and development of our local area.  By joining the team, you’ll be at the centre of the action – revitalising neighbourhoods, developing new public spaces, delivering on our sustainability priorities, and improving infrastructure.  More specific responsibilities include:  (Policy Planning Officer)   * Developing statutory public consultation exercises, supplementary planning documents, development briefs and town center strategies * Attending regional and sub-regional meetings, and public inquiries, including evenings and weekends * Providing planning inputs to Council strategies, programmes and initiatives for urban regeneration and other corporate work * Contributing to the preparation and review of strategies and initiative, regionally and sub-regionally * Drafting advice and information for planning applications and appeals and processing/determining applications where needed * Acting as a project team member/leader and undertaking other duties corresponding with the job grade   (Senior Planning Policy Officer) :   * Consulting with outside bodies and the general public on planning manners * Organising, assisting and developing consultation exercises for the Statutory Development Plan, supplementary planning documents, development briefs and town center strategies | |
| About You | |
| As a Planning Policy Officer, you must have a Degree or equivalent in Town Planning or related discipline, ideally recognised by the Royal Town Planning Institute. Also, you must have eligibility for Licentiate or associate membership of RTPI.  As a Senior Planning Policy Officer, you must have the same degree or equivalent as above as well as eligibility for chartered membership of RTPI and have experience in a Planning Policy Role  In addition you will have:  (Policy Planning Officer)   * Experience in development plans, writing and formulating strategic policy and assisting with the production of evidence-based documents * Excellent communication skills and experience of dealing with members of the public * Good organization and report writing skills as well as IT literacy and political awareness * The ability to work within a team and work well under pressure, to meet deadlines as required * Knowledge of national planning policy and wider legislation as well as Local Government and Combined Authority working * Knowledge of Development Management procedures and the production/adoption of the development plan process   (Senior Policy Planning Officer) including the above.   * Experience in strategic planning/development plans including the production/adoption of the development plan process * Experience of writing/formulating strategic policy and leading on the production of evidence-based documents * Experience of dealing with stakeholders and mentoring team members * Good organizational skills and the ability to work independently within an inter-disciplinary environment * The ability to research and analyse statistical information and a high IT literacy including knowledge of database and GIS software   As this role involves regular travel across the borough and sometimes further afield, a driving license and access to a vehicle are essential requirements. Where appropriate, reasonable adjustments will be made in accordance with the provisions of the Equality Act.  The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment. | |
|  | |  |
|  | |  | |
|  | |