

PLANNING & RURAL DEVELOPMENT DIRECTORATE

PLANNING OFFICER (DEVELOPMENT PLANNING) **(Fixed term for 12 months (maternity cover), Full-time, Band D)** Based in Grantown-on-Spey

Purpose

To contribute as part of a small team to the preparation and implementation of an effective Local Development Plan and National Park Partnership Plan.

Responsibilities

Under the line-management of the Planning Manager (Forward Planning and Service Improvement), the post helps to deliver the CNPA's Planning Service and an ongoing programme of work to prepare, implement, monitor and review the Local Development Plan and the National Park Partnership Plan. Key responsibilities include:

- Maintaining a robust evidence base to underpin policy development, implementation, monitoring and review.
- Undertaking or commissioning research to fill gaps in evidence or improving the evidence where there is an identified need.
- Carrying out site-based surveys to assist in the identification of sites suitable for inclusion within the Local Development Plan, including assessments of viability for development on preferred sites.
- Preparing the Local Development Plan and an integral set of supplementary guidance by drafting, developing and evaluating planning policy and guidance.
- Contributing to the development of the National Park Partnership Plan as required, particularly through the integration of the National Park Plan and Local Development Plan, associated policies and guidance.
- Planning and carrying out effective consultation with accurate analysis and assessment of all responses.
- Planning and carrying out necessary statutory assessments to ensure best practice and compliance with statutory obligations.
- Assessing the implications of monitoring data including the use of policies and uptake of sites for development.
- Contributing to the maintenance, updating and refreshing of the Online Local Development Plan and other E-planning systems.
- Maintaining and updating the presentation of planning service information advice and guidance on the CNPA website, and other media.
- Preparing and presenting written and oral reports and recommendations on policy development, the implications of different policy and spatial approaches and the results of consultation to the National Park Authority's Planning Committee and Board.
- Engaging and liaising with other CNPA staff, Local Authorities and others to ensure collective development and implementation of the Plans.
- Providing advice to development management colleagues in CNPA and local authorities on the appropriate and collective application of policies.

- Representing the CNPA, by preparing evidence for, and giving evidence to, Development Plan Examinations, Public Local Inquiries and similar hearings.
- Contribute to the delivery of the Planning Service Priorities.
- Work with colleagues to improve the communications and understanding of planning amongst stakeholders.
- Preparing responses to relevant external consultations on behalf of CNPA;

General

- Undertake other tasks and duties as may be required by the Head of Planning or Planning Managers, including those relating to development management within the National Park;
- Contribute positively to the work of the Planning and Rural Development Directorate and to the quality of service to the public through a positive and professional approach to all aspects of the job.

Person Specification - Knowledge, experience and training

ESSENTIAL

- A degree in Town Planning and/or Property Development or related area;
- Eligible for Membership of the RTPI and/or RICS (Planning and Development);
- Experience of forward planning, evidence interrogation and policy formulation with demonstrable skills in accurate collection, interpretation and presentation of information;
- Up-to-date knowledge of Scottish planning legislation and current practice, environmental legislation and regulations and their interaction with the planning system as well as awareness of development viability appraisal and assessment;
- Spatial awareness skills and ability to accurately interpret drawings and maps;
- Experience of public participation exercises and working with developers and communities;
- Understanding of living and working in rural areas and the relationship between land use planning and wider rural issues;
- Excellent communication skills – verbal, written and presentational;
- IT skills – word processing, spread sheets, data bases, design;
- Self-motivated, able take overall direction, and then identify, prioritise and carry out tasks;
- Full UK driving licence or access to driver if disability prevents driving.

DESIRABLE

- A secondary qualification relevant to the job e.g. urban design, architecture, environmental or land management, conservation.
- Experience of development viability assessments;
- Experience of updating and managing E planning systems and Online Development Plans.
- Ability to use Geographic Information Systems and design-based software e.g. Adobe Creative suite; and
- Ability to see positive role that planning can play in delivering high quality development and improving the quality of life for communities in, and visitors to, the Park;

February 2019