

POSITION DESCRIPTION

Principal Planner
(POS2076)

Directorate:	Planning & Compliance	Department:	Development Assessment
Position Grade:	16 (Planners)	Reports to:	Coordinator Development Assessment
Last review:	February 2017	Next review:	February 2019
		Version No.:	1.0

Position purpose:

To assist the Coordinator and Manager Development Assessment in assessing and managing regionally significant development applications and coordinating Council reports to planning panels including Sydney South West Planning Panel, Liverpool Design Excellence Panel and Liverpool Independent Hearings and Assessment Panel.

Key accountabilities/responsibilities:

Responsible for:

- 1) Coordinating Council reports to planning panels including Sydney South West Planning Panel, Liverpool Design Excellence Panel and Liverpool Independent Hearings and Assessment Panel.
- 2) Manage the Council's Pre Development Application Process relating to regionally significant development proposals
- 3) Assess and report on major and complex development applications and liaise with the public and developers
- 4) Act as an expert witness in the Land and Environment Court.
- 5) Managing and mentoring a small team of development planners and staff in assessing development applications and interpreting planning issues.
- 6) Providing written and verbal advice regarding land use, zoning, planning legislation, Council policies and procedures relating to regionally significant development proposals
- 7) Reviewing and implementing procedures to ensure a high level of development outcomes are maintained

Decisions made in the position:

- 1) Delegated authority to determine development applications with a CIV of up to \$5 million
- 2) Determine leave applications for staff within the team in accordance with Delegation

Decisions referred:

- 1) Various in accordance with Delegation issued by the Chief Executive Officer

Key issues/challenges:

- 1) Timely and accurate assessment of major/complex development applications
- 2) Awareness and understanding of changes to legislation and policy
- 3) Provide a high level of customer service
- 4) Ensuring the continuing professional development of employees in planning is maintained and enhanced
- 5) Provide leadership to employees

Key working relationships:

- Planning Panels (SSWPP, IHAP, DEP)
- Coordinator & Manager Development Assessment
- Strategic Planning Team
- Developers/Community

POSITION SPECIFICATION

Whilst the criteria described below is indicative of the nature of this role, for the purpose of this hiring process please only address the selection criteria listed in the job application.

ESSENTIAL CRITERIA**Qualifications/Licences**

- Degree in Town Planning
- Current Class C Drivers Licence

Experience

- Extensive experience in development assessment is considered necessary to ensure the desired level of expertise/knowledge to adequately carry out the functions of the position
- Extensive experience in handling a wide range of complex applications relating to all possible development on industrial, commercial or residential zoned land
- Extensive experience in provided expert planning advice to Planning Panels including regional planning panels, Design Excellence Panels and Independent Hearings and Assessment Panels.
- Experience as an expert planning witness in the Land and Environment Court
- Experience in providing legal instruction and giving evidence before the Court
- Experience communicating with various internal and external stakeholders including the ability to deal with the community and professional industry to achieve the best possible outcome
- Demonstrated experience and ability in supervising employees and developing a team environment

Knowledge and Skills

- Knowledge of Work Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and multi-cultural diversity
- Excellent interpersonal and public speaking and presentation skills
- Excellent written and verbal communication skills including the ability to write detailed reports and resolve planning issues through effective mediation, negotiation and conflict resolution
- Knowledge of Land and Environment Court Regulations
- Analysis and application of legal advice and court judgements
- Ability to critically analyse and assess Environmental Impact Statements

DESIRABLE CRITERIA**Qualifications/Licences/Experience/Knowledge and Skills**

- Communication skills in explaining circumstances and legislative requirements
- Multi skilled in understanding planning and building related matters
- Ability to have a creative approach to the processes and any reviews that may be undertaken

Our vision:

**Aspiring to do great things – for ourselves,
our community and our growing city.**

Our values:

Ambitious

Authentic

Collaborative

Courageous

Decisive

Generous