

POSITION DESCRIPTION

Executive Planner
(POS1138, 1140)

Directorate:	Planning & Compliance	Department:	City Planning
Position Grade:	16 (Planners)	Reports to:	Coordinator Strategic Planning
Last review:	February 2021	Next review:	February 2023
		Version No.:	2

Position purpose:

To lead a team of professional planners in the delivery of strategic planning policy that applies to and impacts upon the Liverpool Local Government Area.

Key accountabilities/responsibilities:

Responsible for:

- 1) Leading, inspiring and mentoring staff to ensure the timely and effective delivery of strategic planning advice and facilitate staff development and retention.
- 2) Undertaking of strategic planning projects and studies to promote best practice planning outcomes, and delivery of planning responses to complex development situations.
- 3) Ensuring that work outputs contribute to and guide delivery of a positive development vision for Liverpool.
- 4) Oversight of staff to ensure the timely, cost effective and coordinated delivery of the Strategic Planning work program.
- 5) Promotion of a cohesive team environment wherein members are encouraged to use initiative, express ideas deliver innovative solutions and undertake appropriate professional development.
- 6) Provide strategic assessment and advice into assessment of major and complex development applications.
- 7) Appointment in accordance with Council procedures and supervision of consultant's work.

Decisions made in the position:

- 1) Coordination of nominated staff within the Strategic Planning section to deliver positive planning outcomes in accordance with the work program.
- 2) Tasks delegated to the position in accordance with the delegation of authority issued by the CEO.

Decisions referred:

- 1) All other decisions.

Key issues/challenges:

- 1) Providing for an appropriate planning framework which guides and promotes development of the substantial urban renewal, infill development and expansive urban release areas while ensuring positive community outcomes.
- 2) Oversight and review of Council's development contributions plans.
- 3) Management of competing priorities to maintain delivery of the work program.
- 4) Delivery of positive planning outcomes in a timely manner and within resource allocations.

Key working relationships:

- Chief Executive Officer and Executive team, Coordinator and Manager City Planning
- Community including residents, ratepayers and business owners.
- Strategic Planners, DA Planners, Land Engineers, Communications
- Development Industry representatives.
- State government authorities and neighbouring

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POSITION SPECIFICATION

ESSENTIAL CRITERIA

Qualifications/Licences

- Tertiary qualifications in Town Planning or a related discipline.
- Current Drivers Licence

Experience

- Substantial urban planning experience with relevant understanding and experience in Strategic Planning and application of legislation and policy, including s94 plans and procedures.
- Ability to manage, mentor and inspire staff in the delivery of strategic planning outcomes, on time and within budget.
- Demonstrated ability to produce positive strategic land use planning outcomes and negotiate innovative solutions.
- Demonstrated ability to analyse and interpret information to inform policy development.
- Exceptional communication skills, with experience in consulting with a wide range of audiences and resolve conflicts.

Knowledge and Skills

- Understanding of the Sydney development industry and challenges facing rapidly growing western Sydney Councils.
- Ability to use appropriate computer packages to prepare reports, presentations, spreadsheets etc.
- Appreciation of working within Local Government context.
- A self-starter with ability to motivate the team and use initiative
- Knowledge of Work Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and multi-cultural diversity

DESIRABLE CRITERIA

Qualifications/Licences/Experience/Knowledge and Skills

- A willingness to undertake continuing professional development as appropriate.
- Flexible attitude to taking additional responsibilities and toward work hours.
- Display initiative, adaptability, accountability and flexibility.

Our vision:

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

Our values:

Ambitious

Authentic

Collaborative

Courageous

Decisive

Generous