**JOB DESCRIPTION**

**POST: Assistant Director Planning & Transportation**

**GRADE: £81,495 per annum**

**SECTION: Planning & Transportation**

RESPONSBILE TO: Director of Growth

PRIME OBJECTIVE OF THE POST

To lead the planning and strategic transportation services, ensuring delivery of first class services to developers, applicants and residents. Ensure the service supports the Council’s inclusive growth ambitions, Housing Strategy, GM Environment Plan and identifies strategic transportation needs. To lead the local plan and Inquiry process and lead the council’s input to the GMSF, working with the GM Combined Authority. Champion high quality design and sustainable development, in supporting delivery of strategic sites, major development programmes, inward investment, town centre regeneration and housing developments that will increase Tameside’s economic vitality, deliver population health outcomes, link skills and training to employment opportunities and generate new income streams to help the sustainability of the Council.

**RESPONSBILE FOR:**

Responsible for direct line management of Head of Infrastructure, Development Management Manager, Planning Policy Manager, Technical Support Manager, GM Ecology Unit Manager and Senior Building Control Officers. Indirectly responsible for secondees from partner organisations, including the Greater Manchester Combined Authority, project managers, officers, graduate support officers, administration staff, apprentices and work placements who work within the team.

**Principal Accountabilities:**

* Provide leadership, motivation and day to day management for the professional and support teams involved in Planning Development Management, Planning Policy, Building Control, GM Ecology service and strategic transport infrastructure.
* Deputise for the Director of Growth, as and when required at Single Leadership Team, Executive Board, Executive Cabinet, Scrutiny Committees and GMCA Leader’s briefings.
* Support the Director of Growth with MP briefings relating to planning and transport matters.
* Provide updates and briefings to the Executive Member for Planning as required.
* Set the goals, objectives, agenda and work programme for the service area maximising performance against local, regional and national benchmarks.
* Lead the preparation monitoring and review of the Council’s Local Plan and Development Plan Documents, and the delivery of robust, effective and appropriate planning policy for adoption by the Council.
* Input and lead Tameside’s input to the Greater Manchester Spatial Framework.
* Engage with residents, local businesses, agencies and partners to ensure the maximum appropriate consultation and community participation in all matters relating to planning in the Borough.
* Ensure the effective and efficient operation of the Council’s statutory development management process.
* Review current arrangements and propose / deliver a new effective and efficient model of delivery for the Council’s statutory building control process.
* Promote Tameside as a key business location for development and inward investment.
* Promote Tameside to government, development agencies, Greater Manchester Combined Authority and all other external bodies to deliver desired Corporate Plan priorities and outcomes.
* Identify pipeline projects to develop the infrastructure of the borough. This will include developing proposals, bidding for funding and bringing forward delivery of major infrastructure schemes.
* Support the Assistant Director Investment, Development & Housing in bringing forward strategic sites and major development programmes, in support of economic and housing growth.
* Influence the Capital programmes of key partners, e.g. Transport for Greater Manchester and Highways agency as well as Network Rail, to support growth and investment in Tameside.
* Lead the development of Design Guides and Development Briefs for major development sites and town centres.
* Promote, support, and maintain in partnership with Transport for Greater Manchester and Greater Manchester authorities the wider transportation strategy as it affects the local and wider area.
* Support Matrix style and squad working to maximise multi-disciplinary solutions to complex development and regeneration work.
* Lead on bidding processes on behalf of Tameside for initiatives around transportation and others as appropriate, working with the Assistant Director Investment, Development & Housing and engineers.
* Lead the management of the Authority’s Local Land and Property Gazetteer and take a lead role in ensuring its compliance and adoption across the Council.
* Ensure the service contributes positively to the social, economic, environmental, health and wellbeing of the Borough.
* Plan and control allocated budgets and secure value for money in the delivery of all services, maximising income generation and meeting corporate savings targets.
* Ensure that effective staff development and performance management processes are in place and implemented on a continuous basis across the service.

**PERSON SPECIFICATION**

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| **Job Criteria** | **Category** |
| **Key Experience and Qualifications**  Planning Degree  Chartered Town Planner (MRTPI) or equivalent experience  Evidence of continued professional development  Experience of leading a Local Plan process through to adoption, including experience of cross examination at Public Inquiry.  Significant experience of leading planning and building control services  Experience of leading a strategic transportation service  Experience of writing and presenting complex reports and policy documents.  Experience of a leadership role in a Council or similar complex organisation  Experience of leading change and service development/transformation programmes  Experience of managing multi-disciplinary teams  Experience of managing in a political environment and building relationships with elected members  Experience of managing budgets, generating new income streams and meeting savings targets  Experience of working collaboratively and in partnerships with sub-regional partners, e.g. Combined Authority  Direct experience of inputting to the delivery of physical development projects in partnership with the private sector and viability appraisals  Experience of brokering effective collaboration between a wide ranges of stakeholders  Experience of reporting to Boards, Panels and Committees  **Skills and Knowledge**  Excellent negotiating and influencing skills, including on complex / major developments  Extensive knowledge of Strategic Planning issues more especially as it affects the urban area and green belt both locally and across the wider region.  Knowledge of Strategic Transportation issues more especially as it affects the urban area both locally and across the wider region and how it can support economic and housing growth.  Knowledge of Government bidding processes, especially relating to transportation schemes  Knowledge of Local Land and Property Gazetteer Government initiative requirements for national addressing  In depth understanding and up-to-date knowledge of legislation, regulations and government policy as it relates to Town & Country Planning  Knowledge of commissioning and procurement processes  Experience of undertaking service reviews and associated change programmes  Analytical skills which enable the post holder to analyse complex legislation in order to ensure clear and concise reports for Members and officers  Understanding of the governance and networks of the Greater Manchester City Region and of Tameside’s role within the City Region  **Personal Style and Behaviour**  Strong leadership style, with motivational qualities  Strong personal and political acumen, with an understanding and ability to form and maintain relationships at all levels of the organisation and use them to positive effect  Good communication skills, with sound judgement on when to brief the Director, colleagues, Executive Member and Ward Members.  Able to present to a variety of audiences credibly and persuasively  A good advocate for Tameside locally, regionally and nationally  Able to influence and be assertive when necessary  Able to create appropriate and professional working relationship with Elected Members, Senior Officers, businesses, developers and partner organisations  A strong passionate leader, with energy and credibility, able to motivate a team and achieve results individually and through other people and delegate as appropriate  Resilient, tenacious and able to handle pressure  Ability to deal effectively with people inside and outside the organisation, in particular within the Greater Manchester region  Ability to work to tight deadlines and prioritise work effectively, with an appreciation of political priorities  Able to work effectively with different teams for whom there is no direct line management responsibility  Able to demonstrate personal resilience and able to facilitate these qualities in others | E  E  E  E  E  E  E  D  E  E  D  E  E  E  E  E  E  E  E  D  D  D  E  E  E  E  D  E  E  E  E  E  E  E  E  E  E  E  E  E |

**For information:**

**Category**

(E) Essential Requirement within which the candidate would be unable to carry out the duties of the post

(D) Desirable Features which would normally enable the successful candidate to person the duties and tasks better and more efficiently than one who did not have the qualifications, training, experience etc.