

Post Specification

Post Specification - Key Information

- **Post Title:** Development Management Senior Planning Officer (Minerals and Waste)
- **Date:** November 2024
- **Post Group Number:** 8647
- **Job Family:** Regulation and Technical
- **Job Family Role Profile:** RT13
- **Final Grade:** 13

To be read in conjunction with the job family role profile.

Service Area Description

The Development Management service is responsible for overseeing and managing the planning process to ensure that all new development proposals align with local and national planning policies. This service reviews planning applications, providing guidance to developers, residents, and stakeholders on compliance with regulations related to land use, design, sustainability, and environmental impact. The service conduct assessments, facilitate public consultations, and collaborate with various departments to address concerns such as transport, infrastructure, and heritage conservation. Additionally, the service enforces planning conditions, monitors ongoing developments, and addresses breaches in planning laws to support sustainable growth and maintain the character of the local area, balancing economic, environmental, and social considerations.

Purpose of this Post

The Senior Planning Officer – Minerals & Waste is responsible for managing and assessing complex planning applications related to minerals extraction, waste management, and associated developments, ensuring compliance with UK planning regulations and environmental policies. Reporting to the Team Leader, this specialist role provides technical expertise on minerals and waste planning applications, engages with industry stakeholders, and supports the delivery of sustainable development objectives. The Senior Planning Officer works closely with regulatory bodies, developers, and local communities to promote effective minerals and waste management practices aligned with national and local policy frameworks.

Key Job Specific Accountabilities

1. **Application Review & Assessment:**
 - Lead on the assessment of complex and high-impact minerals and waste planning applications, including quarries, landfill sites, recycling facilities, and mineral processing plants, using discretion and initiative over a range of frequent decisions.
 - Conduct thorough evaluations of environmental impact assessments, site management plans, and restoration proposals to ensure compliance with national and local minerals and waste policies, analysing and interpreting complex problems.
 - Prepare detailed reports and professional recommendations on planning applications, providing balanced assessments for decision-making and planning committees.
 - Oversee ongoing monitoring of relevant sites in line with agreed planning conditions

2. Technical Expertise in Minerals & Waste Planning:

- Act as a specialist resource within the planning team, providing expert advice on minerals and waste policies, environmental considerations, and best practices in sustainable resource management.
- Interpret and apply minerals and waste planning legislation, including relevant environmental protections and restoration requirements, within application assessments.
- Keep up-to-date with changes in minerals and waste planning policy, environmental regulations, and industry practices, ensuring that the team's knowledge remains current.

3. Stakeholder Engagement & Consultation:

- Engage with developers, industry representatives, environmental agencies, and the public to provide guidance on minerals and waste planning processes and regulatory requirements.
- Represent the planning team in consultations and pre-application meetings, offering advice on submission requirements and compliance for minerals and waste projects.
- Attend public meetings and consultations to address community concerns, incorporating feedback into planning recommendations and promoting sustainable development practices.

4. Preparation for Planning Committee & Appeals:

- Prepare and present comprehensive reports to planning committees, summarising key considerations and providing clear, professional recommendations on minerals and waste applications.
- Support the preparation of planning appeals, drafting statements and representing the council at hearings or inquiries as necessary.
- Collaborate with the Team Leader on appeal cases related to minerals and waste developments, ensuring robust defence of the council's policies and decisions.

5. Mentorship & Support for Junior Staff:

- Provide technical guidance and mentorship to Planning Officers working on minerals and waste applications, assisting them in building knowledge and confidence in this specialist area.
- Work with the Team Leader to identify training needs within the team and contribute to the development of specialist knowledge on minerals and waste planning.
- Foster a supportive and collaborative work environment, encouraging knowledge-sharing and teamwork within the planning department.

6. Quality Assurance & Compliance:

- Ensure all assessments, reports, and recommendations are accurate, thorough, and in compliance with planning and environmental legislation specific to minerals and waste.
- Implement quality assurance processes, reviewing work produced by junior officers and providing constructive feedback to maintain high standards.
- Contribute to the development of internal policies and processes specific to minerals and waste management, helping improve service delivery and compliance standards.

7. Customer Service & Issue Resolution:

- Provide high-quality customer service to applicants, stakeholders, and the public, ensuring clear and timely responses to inquiries on minerals and waste matters.
- Address and resolve complex issues and complaints related to minerals and waste applications, escalating more significant cases to the Team Leader when necessary.
- Promote transparency and accessibility within the minerals and waste planning process, enhancing the public's understanding of the council's role in environmental and resource management.

Please note: Annual targets will be discussed during the appraisal process.

Key Facts and Figures of the Post

- **Budget Responsibilities:** None.
- **Staff Management Responsibilities:** None.
- **Other:** None.

Essential Criteria

Qualifications:

- Chartered membership of a recognised planning body (e.g., Royal Town Planning Institute (RTPI)) is desirable.
- Degree in Town Planning, Environmental Planning, Geography, or a related field.

Knowledge:

- Strong understanding of UK minerals and waste planning legislation, environmental impact assessment processes, and sustainable resource management.
- Excellent written and verbal communication skills, with the ability to present complex technical information to a variety of audiences, including planning committees and the public.

Experience:

- Considerable Experience in development management or planning, with significant experience in minerals and waste applications.
- Competent in using planning management software, Geographic Information Systems (GIS), and other relevant IT systems.

Expertise:

- Advanced knowledge of minerals extraction, waste management practices, and associated planning considerations.
- Strong analytical and problem-solving skills, with experience in addressing complex or contentious applications.

Disclosure and Barring Service (DBS) Checks

- This post does not require a DBS check.

Job Working Circumstances

- **Emotional Demands:** Minimum exposure
- **Physical Demands:** The post holder may be required to lift and carry equipment and walk across uneven ground
- **Working Conditions:** Able to undertake site visits which can predominantly be outside which may include hazardous and difficult environments including working at height. Able to work in all adverse weather conditions.

Other Factors:

- Ability to travel throughout Westmorland & Furness and occasionally beyond.
- To model and display the corporate standards of behaviour.