

# Role profile

Job title:	<b>Planning Consultant</b>
Grade:	<b>CP</b>
Discipline:	<b>Estates and Asset Management</b>

## Role purpose:

The Planning Consultant will be responsible for case specific planning, development and design advice on a day-to-day basis to colleagues and clients.

## Accountabilities:

- 1) Work within various timescales and briefs set out by clients and manage the caseload accordingly.
- 2) Provide effective planning and development advice to clients.
- 3) Maintain outputs of appropriate quality and seek to maximise the development potential/optimize the value of sites to meet clients' requirements.
- 4) Identify with minimal supervision the planning potential of sites including investigating site opportunities and constraints and assessing development potential.
- 5) Formulate specific planning / development schemes and promote these through the planning process to meet client requirements.
- 6) Work towards submitting appropriate planning and associated applications, progress appeals and make representations as may be necessary; including negotiate on s106 and other agreements.
- 7) Undertake development appraisals of land/buildings and prepare schemes to maximise development potential/optimize the value of sites to deliver best value to meet clients' requirements.
- 8) Responsible for identifying new business opportunities.
- 9) Fee earning at 90%, and contribute to the achievement of business plan objectives and targets.
- 10) This role requires travel to other offices and sites as required.
- 11) Carry out duties appropriate to the grade of the post.
- 12) Promote continuous improvement and deliver demonstrable high quality products and services which embrace quality standards.
- 13) Demonstrate personal commitment to the Norse Way CSR strategy.

## Qualifications:

- 1) Professional membership or eligibility for membership of the Royal Town Planning Institute – Essential
- 2) Bachelor's Degree or equivalent in a related discipline – Essential

### Skills and knowledge:

- 1 Experience in a similar related role – Essential
- 2 Proficient in the use of Microsoft Office Suite – Essential

### Competencies:

<b>Improving for excellence</b>	<b>Level 2</b>	<b>Commercial focus</b>	<b>Level 2</b>
<b>Drive for results</b>	<b>Level 2</b>	<b>Customer focus</b>	<b>Level 2</b>
<b>Effective decision making</b>	<b>Level 2</b>	<b>Managing positive relationships</b>	<b>Level 2</b>
		<b>Leadership and development</b>	<b>Level 1</b>

### General:

Role Profiles are a reflection of the character and work priorities at a given point in time and it will be subject to regular review.

It is the individual's responsibility to take reasonable care for the Health, Safety and Welfare of themselves and others in accordance with the Health & Safety at Work Act (1974) and associated Company policy and procedures.

The individual is required at all times to comply with the provisions of the Data Protection Act 1998 and with any policy introduced by the Company to comply with the Act.

**Creation date:** 26<sup>th</sup> October 2016

**Last modified:** 9th May 2018