

GOVERNMENT OFFICE FOR THE EAST OF ENGLAND

Development & Infrastructure Division

Ref. GOE 2008 – 044 (two posts; one maternity cover to September 2009)

Job title	Senior Planning Manager
Grade	Senior Planning Officer (SPO)
Salary	£39,152 - £44,253 + £450 Recruitment & Retention Allowance
Employment Status	One permanent position, and one fixed-term post until September 2009. Secondments will be considered.
Closing date	19th December 2008
Interview Date	23 rd January 2009
Location	Government Office for the East of England, Eastbrook, Shaftesbury Road, Cambridge, CB2 8DF.

Role

The Government Office for the East of England (GO-East) delivers national policies and programmes in the region on behalf of central departments, and in turn provides a regional input to government policy development.

Two opportunities have arisen to play a central role in a key area of work for the Government and the region, and to make your mark at the cutting edge of the contemporary planning and development agenda. As part of one of our three geographic teams you will use your professional knowledge and skills to support the development and delivery of policies for growth and regeneration in a key part of the region. It is a chance to work with a wide variety of partners – often at a senior level – on a range of plans and projects in some of the most dynamic parts of the country.

Main Duties

- Building a thorough understanding of spatial planning issues in the area, becoming a source of expertise and intelligence that supports the work of Go-East, government and partners, and which enables connections to be made between policies and programmes in areas such as housing, transport and regeneration.
- Providing advice and support to local authorities and other partners in preparing Local Development Frameworks, including the promotion of best practice and submission of representations on behalf of the Secretary of State.
- Working with Local Delivery Vehicles and other local and regional partners to develop growth, regeneration and infrastructure delivery programmes for key locations, including assistance with related studies and bids for funds.
- Overseeing the delivery of planned housing and infrastructure, including progress with major sites and working with national, regional and local partners to address identified barriers and the impact of the economic downturn.
- Representing the Government Office at a range of meetings with external partners and, where necessary, giving presentations on your area of work.

- Preparing briefing material for Ministers, Government Office colleagues and partner organisations.

You should note that this is an initial summary of likely duties. The post is likely to involve management of at least one member of staff and you will have additional supervisory and coaching responsibilities for others in the team.

Essential competencies

Professional knowledge and experience

- A professional planner with a degree in Town & Country Planning (or an equivalent qualification concerned with planning and development).
- Relevant post-qualification experience of the development and implementation of planning policy, and in particular a good understanding of planning for growth and housing delivery, and of appropriate analytical techniques.

Strategic thinking

- Demonstrates an understanding of the 'bigger picture' in the delivery of GO objectives. Ensures that delivery takes account of regional/national issues and priorities in a joined-up way.

Delivering results

- Identifies and develops/facilitates relationships with key stakeholders, both internally and externally.

Communication skills

- Uses relationships to gather intelligence and analyse how policies are working in practice; and uses this intelligence to give sharp, evidence-based policy advice.

Programme and project management

- Takes action to change the way of working to keep the project/programme on track, and manages change process effectively.

Desirable Competencies

Leadership and people management

- Deals promptly and effectively with performance, attendance, conduct and staff resourcing issues in line with relevant guidance.
- Leads the way in creating and building the capacity of organisations and partnerships in relation to their delivery of GO business.

For further information contact:

Michael Bingham (Head of Development & Infrastructure)

Government Office for the East of England, Eastbrook, Shaftesbury Road, Cambridge, CB2 8DF. .

Tel. 01223 372854 michael.bingham@goeast.qsi.gov.uk

The GO Network values the diverse skills of all staff. Promotion and selection is determined on ability and without regard to colour, race, sex, sexual orientation, disability, marital status, working patterns, religion, or age