

SENIOR PLANNER
ENVIRONMENT AND REGENERATION
DIRECTORATE



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council



SENIOR PLANNER

ENVIRONMENT AND REGENERATION DIRECTORATE

£34,373 – £38,553 per annum

More than 140,000 people call Neath Port Talbot County Borough home and, as their council, we work hard to deliver hundreds of services every day. We are passionate about making life better for our residents and we want to create a place where everyone has an equal chance to get on in life.

We see two ways of making this happen. Firstly, via the traditional route, where we directly provide opportunities for growth and change. And secondly, through a more innovative route, where we empower the people in our communities to identify common goals and then find ways of working with each other to achieve them.

We have set ourselves four ambitious goals:

- All children get the best start in life.
- All communities are thriving and sustainable.
- Our local environment, culture and heritage can be enjoyed by further generations.
- Local people are skilled and access high quality, green jobs.

As with the rest of the country, the post Covid-19 landscape presents significant challenges but also opportunities. Here at Neath Port Talbot Council we intend to make the most of these opportunities, building on the enormous community and partnership response during the pandemic.

And, as we move towards recovery, you will play a key role in progressing our ambitious capital investment programme including new schools, town centre regeneration, and culture, tourism and leisure projects. We are also leading on the delivery of a regional City Deal programme of projects to boost low carbon growth, support our steel industry, and create high quality jobs in the innovation and cleantech sectors.

These are exciting times in Neath Port Talbot. There is lots to do with innovative and ground-breaking initiatives to be part of. DARE is one example of this. Our **DARE (Decarbonisation and Renewable Energy) strategy** is our rounded response to the challenges we face.

With an emphasis on action, and an ambitious '2030 Net Zero Carbon Action Plan' target, we are determined to be at the heart of positive change and we want to work with partners to accelerate the shift needed.



Over the next few years we will be dealing with a huge range of applications including new wind farms as Developments of National Significance (DNS), transformational projects such as the 'Global Centre of Rail Excellence' (GCRE) and the 'Wildfox Resorts Afan Valley', as well as a number of other large scale education, employment and tourism related developments.

As our new Senior Planner we are offering you the opportunity to gain significant experience working in our Development Management Team.

As we move towards post-Covid economic recovery, we want to ensure planning plays its part in facilitating new development. We deal with a wide variety of residential, commercial, leisure, energy and other exciting developments, offering you a great opportunity to gain or build upon your experience or knowledge.

You will have responsibility for managing a mixed caseload of planning applications covering a wide range of development proposals, and any associated appeals, as well as the opportunity to work on larger development projects, controversial planning applications and appeal cases.

You are highly motivated and already very experienced in delivering high quality development quickly.

If you're up to the challenge, we look forward to hearing from you.

For an informal discussion about the role, please contact the Head of Planning & Public Protection, Mr Ceri Morris on 01639 686681/07794 259740 or email c.morris1@npt.gov.uk

HOW TO APPLY

You may apply online, download an application pack or contact the HR Employment Support Team by e-mail at jobs@npt.gov.uk or by telephone (01639) 686837 quoting the post title and reference number.

Applications may be submitted in Welsh. Applications submitted in Welsh will not be treated less favourably than an application submitted in English. Please ensure you refer to the criteria outlined in the Job Description and Person Specification when completing your application.

Neath Port Talbot Council offers a guaranteed interview scheme for candidates who have a disability and for armed forces veterans.

Pre-employment checks:

An offer of employment to the successful candidate will be subject to:

- Medical clearance
- Qualifications check
- Asylum and immigration check
- Two appropriate and satisfactory references

Timetable

- Closing date for applications – **Fri 15 July 2022**
- Shortlisting of Applications – **w/c 18 July 2022**
- Interviews – **w/c 25 July 2022**

Further Information

The post requires a planning qualification to Royal Town Planning Institute (RTPI) standard or equivalent relevant Development Management experience.

It is also essential that you have the ability to travel throughout the county borough.

Welsh language skills are not required but are desirable.

We are all currently working largely remotely at home due to Covid-19 and there will be opportunities in future for such remote working to continue as the council moves to a more flexible, hybrid way of working.



NEATH PORT TALBOT COUNCIL

Neath Port Talbot Council is made up of 60 councillors elected by local people to represent them and their community.

The current political party composition of the council is as follows:

- 27 Welsh Labour
- 18 Independent
- 12 Plaid Cymru
- 2 Welsh Liberal Democrats
- 1 Wales Green Party

Every day we deliver a range of services to more than 140,000 people that live in the area.

Whether it is providing support for parents, educating our children and young people, ensuring decent, affordable housing and good employment, or providing assistance to people facing hardship or needing extra support in later life; the council's work touches most aspects of people's lives.

As well as running the services people need day-to-day the council also has an important role to play in attracting investment so that Neath Port Talbot is a great place to live, work and

spend leisure time. This community leadership role means that we work with a range of other agencies at all levels to stand up for local people and provide for future generations.

We have a good track record of delivery, even within a context of funding reductions of around £110m over the past decade. We'd describe ourselves as ambitious, with strong forward momentum, and we have the confidence of both the Welsh Government and our extensive network of partners.

Performance in our core services of education, social services, environmental services and the regulatory services continues to be generally sound – an impressive achievement given the enormous cuts that have been made to council budgets. However, performance compared to other local authorities in Wales has declined across a range of indicators.

In common with many local authorities in Wales and the wider UK, we face significant challenges at this time. These include; increasing demand on services with reducing resources, deprivation and poverty, and uncertainties relating to 'Brexit'. The longer term impact of the coronavirus pandemic is also likely to be deep and enduring.





Our county borough

Our county borough is a beautiful place. It is also a dramatic place; a place of extremes. From the golden sands of Aberavon Beach, to valleys, woodland and waterfalls, Neath Port Talbot is blessed with such diversity of natural assets. Located between the City & County of Swansea to the west and the County Borough of Bridgend to the east, we also share boundaries with Carmarthenshire, Powys, Rhondda Cynon Taf and the Brecon Beacons National Park.

When it comes to culture and heritage, the region has much to boast about too. It is a place which inspires creativity, with a host of talent springing out of the local area. It is home to a raft of drama, music and dance groups. And in terms of producing famous actors and entertainers, this gifted corner of Wales punches well above its weight on the world stage.

That success in the arts is mirrored in our industrial heritage. From coal and tin in times gone by to steel and technology today, Neath Port Talbot is proud of what it produces and how it's respected globally.

Sport is also a strong feature of community life. There is a wide array of active local sports clubs across the area and no end of opportunities to

combine an active lifestyle with a love of our great outdoors.

We are also proud of our Welsh language and culture and are committed to preserving and pro-actively promoting both.

Looking ahead, we remain focused on exploiting the opportunities that are available to us, including:

- forging ahead with our Smart&Connected Strategy to improve the way the council works to better meet the needs of our residents and to make the county borough attractive to potential business investors;
- delivering on our 21st Century Schools Programme which has so far seen over £165m invested in our school estate;
- continuing to secure external funding wherever we can to help us realise our aspirations for the county borough as a place to live, visit and invest in;
- playing a key role in the delivery of the Swansea Bay City Deal where we are leading on progressing an innovative portfolio of projects aimed at helping tackle climate change while safeguarding the future of the steel industry;

- › building on our experience during the pandemic, we will develop an alternative approach to solving problems in the community instead of relying on traditional services provided by organisations such as the council and health services. We will do this by making the most of the skills, talents and knowledge of our residents and community groups and key assets.

Our local economy

Famous for being the home of the last bastions of the British steel industry (and proud of it), this is a place where we make things.

We are building on our historic and traditional assets and skills to innovate and to develop new technologies – in business and industry as well as in the built environment and architecture.

The local manufacturing base ranks as one of the largest and most important in Wales, and it is continuing to flourish and grow. There is a firm focus on building on these strengths and continuing to develop cutting edge industries in a range of sectors.

The last two decades have seen an incredible change to the area. The development of strategic business locations and multi-million pound investment in transport infrastructure and R&D facilities is now supporting the growth of innovation, clean tech and software sectors.

Our purpose

To help Neath Port Talbot residents live good lives.

Our vision

All children get the best start in life.

All communities are thriving and sustainable.

Our local environment, culture and heritage can be enjoyed by future generations.

Local people are skilled and access high quality, green jobs.

What matters to local people, businesses and our employees.

The impact that we know Covid-19 has had on our communities, our local economy and wider stakeholders.

Our values

Connected

What matters to you matters to us.

Caring

We care about you, your life and the future of our county borough.

The lessons we have learned from our pandemic response and from elsewhere.

Other anticipated changes in our external environment.

Collaborative

We work with our citizens and our partners because together we can achieve more.

Confident

We are optimistic and confident about the future.

The council's corporate plan '[Recover, Reset, Renew](#)' sets out what we are planning to do to make Neath Port Talbot a place we are all proud of.



The council's Environment and Regeneration Directorate is made up of five service areas – each managed by a Head of Service:

Engineering and Transport Service - includes the Engineering and Highways Development Control team, the Road Safety team, Integrated Transport team and the Parking Services team.

The Planning and Public Protection Service - encompasses a range of functions including Building Control and Business Support, Development Management, Planning Policy and Environmental Health and Trading Standards and the Test, Trace and Protect Service

The Property and Regeneration Service - delivers a broad spectrum of property, regeneration and economic development services including the delivery of major construction, development and regeneration projects, leading on supporting the local economy and responsibility for maximising the opportunity of European and strategic external funding programmes.

Streetcare Services - includes the Waste, Recycling and Neighbourhood Services Teams, Building and Lighting team and the Highways and Drainage team.

South Wales Trunk Road Agent (SWTRA) - In 2005 Neath Port Talbot Council was awarded the commission for the management of the South Wales Trunk Road Agent (SWTRA) on behalf of the Welsh Government. SWTRA operates as a division within the Environment and Regeneration Directorate and is empowered by agreement with the Welsh Government to deliver services and manage the trunk road and motorway network across the whole of South Wales. Since the 1st April 2017 the scope of the commission has increased with the transfer of the Traffic Wales functions across to both Trunk Road Agents in Wales.

SENIOR PLANNER

ENVIRONMENT AND REGENERATION DIRECTORATE

1.0 DESCRIPTION

Post Title: SENIOR PLANNER

Grade: 9

Section: Development Management

Location: The Quays, Baglan Energy Park

1.1 POSITION IN ORGANISATION

Post Title of Immediate Supervisor: Team Leader – Development Management

Number Directly Supervised by Postholder: N/A

1.2 MAIN PURPOSE OF POST

To undertake all duties associated with the statutory Development Management service for the Authority and any associated appeals and enforcement, whilst securing quality and efficient outcomes.

1.3 MAIN DUTIES AND RESPONSIBILITIES

DUTIES

1. Responsibility for a personal caseload of controversial, complex and/or strategically important planning and related applications or enforcement cases including consultations, negotiation with applicants and stakeholders, site appraisals and the preparation of complex reports and recommendations.
2. Attendance at site meetings.
3. Providing advice to the public on planning and other related applications.
4. To negotiate the delivery of planning obligations in accordance with National and Local policies as defined in the Local Development Plan and Supplementary Planning Guidance.
5. Responsibility for processing and representing the Council in respect of controversial, complex and/or strategically important planning and enforcement appeals, including the preparation of appeal statements, attendance at site visits and giving evidence at hearings and public inquiries.
6. To work with the Team Leader to provide day-to-day guidance and supervision to less experienced officers / assistants to assist them with their duties.
7. To be part of the Panel of Officers reviewing Officer recommendations on those applications / matters brought before the Delegated Panel.
8. To participate in the work of the Development Management Service.
9. To deputise for the appropriate Team Leader as may be required.
10. To undertake other duties as may be reasonably required.

PERSON SPECIFICATION

| SKILLS/ATTRIBUTES | ESSENTIAL/ DESIRABLE | EVALUATION METHOD |
|--|--|--|
| <p>Work Experience</p> <p>Possess Development Management and Appeals experience</p> <p>Demonstrates expertise / experience in assessing or preparing applications for planning permission, including applications for larger and more complex development schemes.</p> <p>Demonstrates an excellent understanding of the relationship between development management, enforcement, planning policy and other material considerations.</p> | <p>ESSENTIAL</p> <p>ESSENTIAL</p> <p>ESSENTIAL</p> | <p>Application Form/ Reference/Interview</p> <p>Application Form/ Reference/Interview</p> <p>Application Form/ Reference/Interview</p> |
| <p>Skills/Abilities</p> <p>Ability to work alone with minimum supervision, but also to work as part of a team and support other team members to a high standard.</p> <p>Excellent oral and written communication skills both face to face and on the telephone.</p> <p>Ability to provide training, mentoring and support to less experienced staff.</p> <p>Ability to work under pressure and to produce good quality work to established deadlines.</p> <p>Ability to negotiate the delivery of maximum developer contributions in accordance with National and local policy and as defined within SPG.</p> | <p>ESSENTIAL</p> <p>ESSENTIAL</p> <p>ESSENTIAL</p> <p>ESSENTIAL</p> <p>ESSENTIAL</p> | <p>Application Form/ Reference/Interview</p> <p>Application Form/ Reference/Interview</p> <p>Application Form/ Reference/Interview</p> <p>Application Form/ Reference/Interview</p> <p>Application Form/ Reference/Interview</p> |
| <p>Specialist Knowledge</p> <p>Possess good knowledge of IT and PC skills</p> <p>Possess urban design/rural design skills</p> | <p>DESIRABLE</p> <p>DESIRABLE</p> | <p>Application Form/ Reference</p> <p>Application Form/ Interview</p> |

| SKILLS/ATTRIBUTES | ESSENTIAL/ DESIRABLE | EVALUATION METHOD |
|---|--|--|
| <p>Education and Training</p> <p>Possess planning qualification to RTPI standard or equivalent Development Management, Appeals and Enforcement experience</p> <p>Experience of further development, education and training</p> <p>Eligibility for chartered membership of the RTPI</p> | <p>ESSENTIAL</p> <p>ESSENTIAL</p> <p>DESIRABLE</p> | <p>Application Form/ Interview</p> <p>Application Form/ Interview</p> <p>Application Form/ Interview</p> |
| <p>Other Requirements</p> <p>Ability to travel extensively throughout the County Borough</p> <p>Ability to speak, read and write in Welsh</p> <p>Willingness to commit to continuous professional development within the roles and responsibility of this post</p> | <p>ESSENTIAL</p> <p>DESIRABLE</p> <p>ESSENTIAL</p> | <p>Application Form/ Interview</p> <p>Application Form/ Interview</p> <p>Application Form/ Interview</p> |



MAIN TERMS AND CONDITIONS OF EMPLOYMENT

Salary:

£34,373 - £38,553 per annum

Location:

The post holder will be part of the new hybrid working arrangements. Subject to business needs, hybrid working will allow the post holder to combine their time working remotely from home and from the office at The Quays, Baglan Energy Park, Briton Ferry, Neath.

National conditions:

The NJC for Local Government Services will apply to this post, supplemented by some locally determined conditions of service.

Equal opportunities:

The council is committed to the development of policies and practices to promote equal opportunities in employment and service delivery, regardless of an employee's gender, race, colour, or national ethnic origin, age, disability, marital status, sexuality, or nationality, responsibility for dependence, HIV or AIDS status, trade union activity, religion or belief.

Pay frequency:

You will be paid calendar monthly by BACS credit transfer into your bank or building society account.

Pension (Defined Benefit Scheme):

You will be eligible to remain / become a member of the Local Government Pension Scheme. The LGPS is a defined benefit scheme and is one of the best pension schemes available. Further information is available at: <https://www.swanseapensionfund.org.uk/>

Hours of work:

The standard working week is 37 hours from Monday to Friday.

Hybrid working arrangements will apply, subject to business needs, enabling the post holder to work where, when and how they choose in order to maximise working time and work life balance.

Annual leave:

Your annual leave entitlement will be 24 days increasing to 31 after 5 years' service, in addition to 9 bank holidays, plus an additional one day of annual leave at Christmas (timing determined by the council).

Work-life balance:

The council has a number of policies, including flexible working policies, to enhance work-life balance opportunities.

Sick pay:

The council operates an occupational sick pay scheme generally in accordance with the NJC for Local Government Services.

Notice period:

The period of notice to be submitted by the post holder is one month.

Car allowance for business journeys:

A car allowance will be payable for business journeys in accordance with the HMRC Approved mileage rates.

Relocation assistance:

Neath Port Talbot's Relocation Scheme aims to help new employees with the expenses they may incur in moving home to take up their new job. The scheme offers a contribution to the costs of relocation up to £8,000.

Other business-related expenses:

The council will reimburse reasonable out of pocket expenses actually incurred.

Discounted gym membership for NPT employees:

The council provides a gym membership scheme via Celtic Community Leisure (CCL) which enables employees to use leisure facilities at discounted rates at a number of CCL swimming pools and leisure centres within the county borough.