

Role Profile

JOB TITLE	Head of Planning & Housing	DIRECTORATE	Regeneration, Economy & Growth
SERVICE	Planning & Housing	GRADE	Head of Service Band 2
REPORTING TO	Corporate Director, Regeneration, Economy & Growth		

PURPOSE OF JOB	To lead the management and development of the Councils housing strategy, delivery and planning functions. Supporting the Corporate Director Regeneration Economy and Growth to ensure a high performing team supporting inclusive growth and development through the planning system, policy and delivery of new homes and housing services.
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JOB OUTLINE/KEY RESULT AREAS	
<p>Generic Key Result Areas</p> <ul style="list-style-type: none"> ➤ Contribute to the strategic development and delivery of the Regeneration, Economic and Growth Service to meet the Council's policy and planning requirements. ➤ Lead and manage all employees, relevant budgets, and service performance in accordance with council procedures and objectives. ➤ Contribute to and manage the development and implementation of the service and council wide initiatives to deliver improvements across the council. ➤ Manage relationships with internal and external partners to support the delivery of efficient and effective services. ➤ Lead strategy, planning and improvements across the services in scope, participating in partnership arrangements as appropriate. ➤ Operate effectively and contribute positively as part of the Extended Management Team of the Council and Senior Leadership Team of the directorate. ➤ Lead teams to display the Council's Values & Behaviours, ➤ Ensure the principles of equality, diversity and inclusion in addition to the Council's other corporate values and priorities are embraced and underpin all work for employees and service users. ➤ Provide clear and visible leadership, promoting health, safety and wellbeing of the teams in scope and providing a positive working environment and culture ➤ At all times demonstrate personal commitment to the core values of the Council <p>Role Specific Key Result Areas</p> <ul style="list-style-type: none"> ➤ Lead on the implementation and ongoing development of the Council's Housing Strategy ➤ Lead on the Council House building programme (Client) and develop and deliver a high quality housing management service ➤ Lead on the delivery of a range of services to provide housing and support to those in housing need, including vulnerable and homeless people ➤ Lead the delivery of services within the private housing sector including the implementation and successful operation of the Councils selective licencing scheme ➤ Ensure the current and future housing needs within the County are identified and lead on the development and implementation of direct or indirect initiatives to meet that need including the co-ordination of the delivery of affordable housing across the county with Homes England, Registered Providers, Planning s106 agreement, ➤ ➤ Ensure community led housing projects are supported and delivered ➤ Ensure constructive working relationships with central government including Homes England and maximise access to all grant to support housing delivery 	

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| <ul style="list-style-type: none">➤ Maximise planning performance for the delivery of the Councils development planning functions including planning applications and building control services➤ Lead the development and implementation of planning policies and plans to guide and encourage future development in the county;➤ Lead the development and implementation of the Local Development Framework to define the spatial strategy and planning policies for the County. Including the preparation and production of all statutory plans and documentation – County Durham Plan, Local Transport Plan, Economic Assessment;➤ Lead on the development of local masterplans➤ Lead the management and development of the building control service to ensure that all building work complies with the building regulations and other allied legislation;➤ Lead the management and development of the council's care connect service including the telecare service and the provision of a single point of access (SPA) out of hours in partnership with the NHS;➤ Lead the management of the monitoring of strategic CCTV cameras in partnership with community safety and the Police➤ To work collaboratively with the REG Management team to ensure that cross-cutting agendas across the directorate are delivered |
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QUALIFICATIONS, SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED FOR POST	SERVICE AREA/TECHNICAL COMPETENCIES REQUIRED
<p>Education & Qualifications</p> <ul style="list-style-type: none"> ➤ Relevant professional qualification at degree level or equivalent <p>Skills</p> <ul style="list-style-type: none"> ➤ Strategy and policy development ➤ Providing local services and service excellence ➤ Project and change management ➤ Leadership, delegation and team building ➤ High level problem solving, financial control and organisation ➤ Significant political and cultural awareness ➤ Ability to assemble and comprehend complex information and present to a range of technical and non-technical audiences in an appropriate format ➤ Ability to work effectively in a political environment ➤ Ability to motivate and inspire employees within the service area <p>Knowledge</p> <ul style="list-style-type: none"> ➤ Durham CC strategic direction, priorities and specific issues relating to the area ➤ Planning and Building regulations ➤ Housing legislation, delivery and management ➤ Housing Revenue Account requirements ➤ Developing spatial plans ➤ Care services and call centres ➤ Local government and planning regulatory framework ➤ Knowledge of local authority legislation, committees and procedures <p>Experience</p> <ul style="list-style-type: none"> ➤ Managing delivery of a range of planning and/or housing functions ➤ Senior management and budgetary experience, including resolution of conflicting priorities, formulating budgets and delivery of effective performance management framework ➤ Managing and implementing service improvements ➤ Assessment and management of property performance ➤ Effective working with Members ➤ Experience of internal and external partnership working. 	<p>Leadership</p> <ul style="list-style-type: none"> ➤ Analytical thinking – the mental processes of analysis and evaluation ➤ Strategic thinking – balancing today's expectations and requirements with the future opportunities, issues and concerns that may affect business results tomorrow ➤ Management style that inspires and motivates individuals and teams ➤ Developing others – to coach or mentor others to achieve their best ➤ Business acumen – the ability to make good business judgements and decisions <p>Service/Technical</p> <ul style="list-style-type: none"> ➤ Development Control ➤ Building Control ➤ Planning Housing policy, management and delivery ➤ Support services for homeless and vulnerable people ➤ Knowledge of relevant legislation, statutory frameworks, good practice and government policy initiatives