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| **Job title:** | Strategic Planner |
| **Department:** | Strategic Land |
| **Responsible to:** | Senior Strategic Planning Manager, Strategic Land |
| **Responsible for:** | N/A |

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| **Job Purpose:** |
| To support the Strategic Land Team in the planning promotion of the strategic land portfolio. This role will involve working with the Senior Strategic Planning Manager to prepare planning strategies for current and future portfolio sites and take these forward via Local Plan policy promotion and planning applications. The aim is to secure permissions and achieve the overall business objective that at least 60% of our homes are being delivered from strategic sites. |

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| **Main Duties and Responsibilities:**   1. **Assist in the delivery of the medium-long term planning strategy to meet growth and business plans**  * Undertake planning appraisals of new site opportunities * Assist in the development of planning promotion strategies for new and existing sites in the portfolio * Assist in the preparation and management of residential or mixed-use planning applications * Attend project meetings, public consultation events and planning committee meetings * Monitor progression of Local Plans and opportunities for engagement, as well as key indicators such as 5 year housing land supply and the Housing Delivery Test * Coordinate the preparation of representations to relevant Local Plan consultations * Monitor relevant changes to national planning policy and legislation and advise on potential implications * Instruct planning and technical consultants and manage budgets * Network and build relationships with Council planning officers, local politicians and members of the public engaged in the planning process  1. **Assist in the delivery of the medium-long term land strategy to meet growth and business plans**  * Manage and maintain the database for landowner updates * Manage and monitor strategic land bank activities and inform landowner updates * Undertake local authority and planning application monitoring and update the wider team  1. **Maximise land opportunities to achieve the business plan**  * Provide planning advice to secure land opportunities to meet the business plan * Assist in the transfer of sites in line with planned timescales * Work with the Senior Strategic Planning Manager on the planning promotion of the property portfolio  1. **Financial Management**  * Working with the Senior Strategic Planning Manager on budgeting and forecasting expenditure on professional consultancy fees * Advising on potential S106 obligations and CIL requirements for sites in the portfolio and new opportunities      1. **Drive best practice and continuous improvements to meet growth agenda**  * Keep abreast of best practice  1. **Effective stakeholder and network relationship management**  * Ensure that all stakeholders both internally and externally are identified and consulted, where appropriate. * Promote best practice thinking and ways of working internally and externally  1. **Training & Development**  * Develop, manage and implement a Training and Development Plan in accordance with identified timeframes * Regular update meetings with Senior Strategic Planning Manager to update and monitor progress * Provide wider updates to team following attendance at CPD events * If not yet accredited, provide regular updates with log book for RTPI at 1:2:1's, set out strategy and timescale to secure membership of RTPI |
| 1. **Other**  * Promote and protect the Story Homes brand in all activities * Comply with and uphold company policies and procedures * Undertake any additional tasks as may reasonably be required from time to time |
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| **Key Attributes** | * Problem solver and can-do attitude * High level of organisational and analytical skills * Excellent research skills * Ability to work as part of a team and share ideas * Ability to write concise reports |
| **Qualifications/**  **Experience** | Core:   * An RTPI-accredited town planning or relevant built environment degree * At least 2 years of planning experience related to housing within housebuilding, consultancy, land promoter or local authority * Full UK driving licence and willingness to travel * Understand the planning policy requirements that influence major housing developments * Understand the process and timescales associated with securing planning permission for major housing developments * Experience of working as part of a team |
| Desirable:   * Achieved or can demonstrate working towards RTPI accreditation * Experience in supporting or coordinating the preparation of residential planning applications and Local Plan representations * Experience in undertaking planning appraisals of potential development sites |

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| **I confirm I have read and understood my job description.** | | | |
| Employee Name |  | Date |  |
| Employee Signature |  | Date |  |
| Line Manager Signature |  | Date |  |

*It is a requirement of Story Homes that all staff work in a flexible manner compatible with their job and in line with the objectives of the company. Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the business.*