

Job Description



South
Cambridgeshire
District Council

DEPARTMENT PLANNING	LOCATION CAMBOURNE / CAMBRIDGE
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JOB TITLE PRINCIPAL URBAN DESIGNER	POST NUMBER
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GRADE GRADE 6	SCP RANGE 30-35
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RESPONSIBLE TO TEAM LEADER	RESPONSIBLE FOR -
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HEALTH CONSIDERATIONS/RISK/SURVEILLANCE REQUIRED

The post requires site visits and inventories, normally unaccompanied, on building sites, of settlements and landscapes. Fitness required. Habitual car user.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES

Job Overview

To take a key role in the pro-active planning, design and delivery of the future built environment of Greater Cambridge that is focused on achieving distinctive and high quality places, with special emphasis on the New town at Northstowe, New settlements at Waterbeach, Bourn Airfield,, the city of Cambridge and major extensions around Cambridge.

Key Responsibilities/Specific Duties

1. To provide professional urban design advice on major development schemes & infrastructure and negotiate the delivery of high quality places on behalf of the Council with particular focus on Northstowe, Waterbeach, Bourn Airfield, Cambridge and its major extensions. The advice should be timely, reasonable, clear, robust and realistic.
2. To advice, develop and deliver appropriate design/place strategies, tools, initiatives, assessment methodologies that lead to the creation of distinctive and high quality places.
3. To influence, develop, contribute or critique area and topic based urban design policies, guidance including design coding, development briefs, character appraisals, neighbourhood planning, masterplans etc where required.
4. To co-ordinate, participate and provide feedback on the development proposals to be put forward to the appropriate design review panel.

Job Description



South
Cambridgeshire
District Council

5. To liaise with other local authorities and national organisations, prepare and present reports, briefs and recommendations on key urban design issues and actions to Directors Committees, Portfolio holder and Executive Members, Design Champions, to facilitate executive understanding and decision making as required.
6. To provide expert urban design advice for appeals and representing the council at Informal Hearings or Public Inquiries as an expert witness as necessary.
7. To advise the Planning Policy team on the preparation of design policies for the Local Plan, assisting in the preparation of evidence statements and attending public examinations as necessary.
8. To assist the team manager in developing commercial strategies to generate income.
9. To advocate, influence and upskill various stakeholders, internally and externally on good urban design and the creation of high quality places.
10. To assist the Team manager in in the coordinating the direction of the team, supervising, supporting the urban design activities and managing the work of any consultants as required.
11. To participate as part of multi-disciplinary teams to secure the development of high quality built environment within and across the district/city with a specific focus on growth areas

Key contacts/Communication links Internal

Joint Planning Director; Managers and colleagues within the service and in other council service areas, Portfolio Holder and Executive members including Design Champion; Members of Planning and Joint Planning Committees.

External

CABE Design Council; Parish Councils; Residents associations, County Council; the Cambridge Quality Panel; local design panels, Historic England; Natural England, Network Rail, Homes and Communities Agency, members of the public, developers and their agents etc.

STANDARD CLAUSES ALL JOB DESCRIPTIONS

To work in an internal and external customer related way in accordance with adopted procedures and good practice.

To assist in/manage the identification, development and implementation of Manual and Information Technology systems and procedures.

To comply with the Council's Equal Opportunities policy, Code of Conduct and other relevant policy, procedures and legislation.

Job Description



South
Cambridgeshire
District Council

To comply with and/or ensure compliance with the Council Data Protection Policies and the Data Protection Act and other relevant legislation.

South Cambridgeshire District Council's Safety Policy and other safety procedures and guidelines are deemed part of this job description. Employees must look after their own health, safety and welfare and be mindful of other persons who may be affected by their acts. Employees must co-operate and comply with management instructions regarding Health and Safety issues and report all accidents, incidents and problems as soon as practicable to their supervisor, manager or other senior members of staff available.

The responsibilities outlined above cannot totally encompass or define all tasks which may be required of the post holder. The outline of responsibilities given above may, therefore, vary from time to time without materially changing either the character or level of responsibility or grade.

Job Description Raised (Date)

Jane Green (02 October 2017)

Signature of Manager

Signature of Employee

JG.02.10.17