



<b>Job Title:</b>	<b>Policy Officer (Urban Design)</b>
<b><u>Job purpose</u></b> <ul style="list-style-type: none"><li>• To provide specialist design advice and to promote high standards of design within the borough.</li></ul>	

### **Main duties**

1. Provide design and place-making advice in the evaluation and negotiation of a wide range of planning applications, key development projects and other related matters.
2. To represent the Borough at pre and post application meetings with developers, their architects and agents, and to negotiate with all parties to ensure a high standard of development.
3. To assist with the preparation of urban design guidance, design policy, planning briefs and masterplans for major development sites within the borough (graphic, written and verbal).
4. To contribute to the preparation of the Local Development Framework documents, Supplementary Planning Documents, planning and development briefs within the Council's functions relating to Urban Design.
5. To attend meetings of the Council as may be required, including public meetings and consultation events.
6. To represent the Council at Public Inquiries and Informal Hearings as the Council's expert witness on such matters arising from the work of the service.
7. To contribute to the Council's Corporate Plan in conjunction with the Conservation and Design team leader.
8. To promote and champion urban design to the wider public generally.
9. Participate in training and briefing sessions (internally and externally) as required and maintain a record of professional development undertaken.