

JOB DESCRIPTION



Job title: Design Officer
Directorate: Planning
Grade: 5

JOB CONTEXT / DIMENSIONS / RELATIONSHIPS:

Reports to: Major Planning Projects and Performance Manager
Manages: None
Liaison with: All relevant stakeholders, internal and external

JOB PURPOSE:

- Provide a comprehensive urban and rural design service to the SDNPA; partners and stakeholders
- Enhance the quality of the SDNP through policy formulation and advice in conceptual and detailed design and building form
- Promote the enhancement of the built and natural environment

KEY ACCOUNTABILITIES:

- Advise and inform on design quality, planning and project development for the SDNPA on current and emerging planning applications and lead negotiations in achieving improved and high quality design outcomes.
- Ensure high quality design is delivered across all development projects through negotiation with relevant stakeholders and advice and support to colleagues.
- Provide design input at appeals by contributing to appeal statements and representing the SDNPA on design issues at Public Inquiries and Hearings.
- Produce and monitor design policy and guidance at strategic and detailed level for the National Park.
- Support the SDNPA Design Review Panel to ensure the delivery of expert advice on landscape and urban design quality.
- Manage public engagement, participation and consultation with local communities and interest groups on design issues for significant developments, design awards and policy matters within the SDNP.
- Represent the SDNPA at key meetings with developers and other agencies on design matters, as required.
- Provide training of staff and elected Members on design appreciation and interpretation.
- Manage the appointment and supervision of consultants.
- Other duties requested by the SDNPA in line with the grading of this post.

CORPORATE RESPONSIBILITIES

Maintain awareness of and compliance with the ethical, legal and policy framework within which the organisation operates including, but not limited to:

- Authority Purposes and Duty
- Performance Development Review Scheme
- National Park Circular 2010 and any subsequent updates
- Data Protection requirements including General Data Protection Regulations (GDPR)
- Freedom of Information Act
- Officers Code of Conduct
- Member/Officer Protocol
- Health and Safety Policies and Procedures
- Equality and Diversity Policy
- Information Technology User Policy
- Information Security Policy
- All policies/procedures and guidance related to the designated role