

Assistant Planner/Planner – Grade 6 - 10

Job purpose

We are a large Metropolitan district authority which includes the thriving University town of Huddersfield and the stunning Pennine countryside. We have ambitious plans to kick start the regeneration of Dewsbury. We have diverse towns and villages ranging from Dewsbury at the edge of Leeds to Holmfirth at the edge of the Peak District.

At Kirklees we are expecting big changes. We recently adopted our Local Plan and have big ambitions for growth and development. Our Local Plan sets ambitious housing and employment targets which we are excited to achieve. We know we need to deliver new homes and jobs to create the communities of the future and cement our position in the Leeds City Region. We want our buildings and spaces to be of high quality and to be looking to take the opportunities to improve design whenever they present themselves.

Within the Service Assistant Planners / Planners deal with a range of planning processes including planning applications and plan-making. The specific nature of this role within the service is set out in the job focus sheet.

The work is varied, interesting and if you want to develop, we have good opportunities to further your skills and experience.

Within the Service, we undertake plan-making, provide professional planning policy advice, guidance, interpretation, and evaluation of pre-planning enquiries, planning applications, appeals and consents for listed buildings and advertisements. This role will work as part of a team and provide an efficient, friendly, and effective service to meet statutory and service requirements as set out in the job focus sheet.

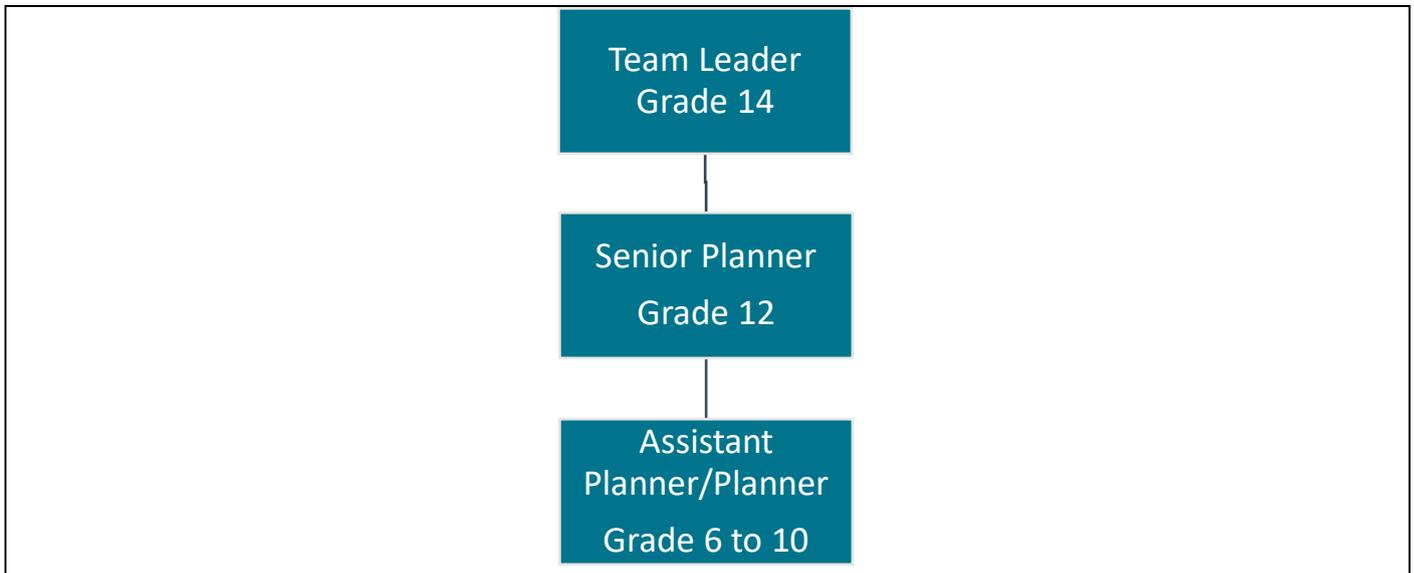
At Kirklees we want to be innovative and creative in the way we work to deliver our services to our communities, so we are always looking for better and smarter ways to work. This is why the service needs forward thinking and driven individuals to take us forward on our new journey.

This role is based within [Growth and Regeneration](#). Find out more about [working for Kirklees](#).

Key areas of responsibility

See specific job focus sheet.

Position of job in organisational structure



Employee Specification

See specific job focus sheet.

Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role starts at level 1 with progression at level 2. Find out more about [Council Behaviours and Expectations](#).

General information

See your responsibilities related to [Safeguarding](#).

Driving licence or able to travel independently across Kirklees, exceptions maybe made for disabled candidates.

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience, and grade of this job.

For Office Use Only:

Job Category	Planning Services	Grading ID	26881 26882 26883
Job ID	80100864	Last Updated	May 2021
Job Focus	Yes	Career Progression	Yes

Contractual Variants

DBS Category	No	DBS Type	No
Health Check	No	Politically Restricted	No
24/7 working	No	Public Holidays	No
Night Working	No	Alternating Pattern	No
Standby	No	Other	No
Checked by HR	M Lunn		