KEY RESPONSIBILITIES AND ACCOUNTABILITIES

JOB TITLE: Planning Manager

DATE: JUNE 2013

ROLE:

Reporting to the Public Affairs Director, the role of the Planning Manager is to provide professional and technical advice with respect to Land Use Planning policy and development control, aerodrome safeguarding and other appropriate planning issues.

The role will facilitate the continued unhindered operation of the Airport in relation to Planning legislation and will oppose or mitigate development which could prejudice the Airport's development or operation.

KEY ACCOUNTABILITIES

Specialist Responsibilities

- To introduce cost-efficient, low-risk solutions to planning and consultation processes in order to streamline work streams.
- To contribute to the development and implementation of the Corporate Strategy and Business Plan in planning aspects.,
- To be responsible for the maintenance and review where necessary of the Airport Master Plan, working with the Public Affairs Director to ensure that the incorporation of the Airport Company's strategic business plans and long term development plans are compliant and likely to gain acceptance.
- To be responsible for the preparation of design/consultants' briefs, design studies, proposals and planning applications/"permitted development" consultations, for the development of the Airport and its infrastructure along with the justification, environmental and business cases for such projects.
- To contribute to the long term aims of the Airport, assisting in response to Government as and when necessary.

Managing the function

- To ensure planning approvals for Airport development projects are achieved in the most timely and cost-effective manner and to be responsible for statutory public consultation aspects of all development works at the Airport site, whether they are carried out by the Airport Company or by other organisations.

- To be responsible for the recommendation of consultation responses on behalf of the Airport Company, on land use planning policy and other appropriate planning issues.

- To manage the discharge of conditions and compliance with Section 106 obligations for the Runway Extension project.

- Development Control: to ensure all airport development meets the statutory requirements (i.e. planning permission, permitted development, advertisement consent etc).

- Planning policy: to ensure the Airport and the Airport Company's development interests are considered within planning policy at all levels (At a national, sub-regional and local level).

- Planning System: keeping the Airport Company informed and engaged in the proposed changes to the planning system .

- Airport Master Plan: ensure future development plans are kept under review.

Teamworking

- To bring together temporary teams for liaison with external parties to facilitate the planning and development of the Airport and its infrastructure (including airport tenants, airlines, handling agents, concessions, government departments, government agencies, control authorities, local authorities, public transport operators, local community groups, the Airport Consultative Committee and local interest groups).

- To make external presentations on behalf of the Airport Company and to assist the Public Affairs Director in lobbying activities.

- To assist the team with airport tours and presentations where appropriate

Customer Focus

- To maintain a proactive dialogue with internal and external customers, responding to feedback appropriately, to maximise customer satisfaction.
- To build strong relationships with key external stakeholders to assist in the promotion of the airport at a local, sub regional and national level
- To maintain contact with other airports, as part of general 'benchmarking' of land use planning and planning issues.

Safety

- To ensure all Health & Safety responsibilities are discharged and to maintain compliance with best practice and legal requirements.

Flexible Approach.

- To carry out such other duties commensurate with the grading of the post which may be determined from time to time.