

## Job Description

**Post Title:** Urban Design Officer EE716

**Evaluation:** 562 Points **Grade:** N8

**Responsible to:** Team Manager Historic Environment and Urban Design

**Responsible for:** N/A

**Job Purpose:** The provision of all aspects of urban design input into the work of the City Council and its regeneration partners.

**Main Duties:** The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. Provide constructive urban design and architectural advice to developers and planning officers and Council Committees on proposals or planning applications. This includes, preparing alternative schemes, plans, drawing, perspectives, etc and assisting in negotiations with prospective developers.
2. Provide urban design input to the City Council's regeneration programmes and initiatives and ensure that urban design issues are a major consideration in the regeneration and development of Newcastle.
3. Assist in the preparation of urban design policies and input in to the preparation of the Local Development Framework, Supplementary Planning Guidance and other local authority policies.
4. Provide urban design input to planning and development briefs. Assist in the production of urban design frameworks and advice to guide development on major sites.
5. Preparation of promotional material and examples of best practice in order to raise the quality of design within the city.
6. Assist in the co-ordination and management of public realm/ art and culture initiatives.
7. Work with external consultants and public/private sector partners on special commissions and projects.
8. To attend City Council meetings and to appear at public inquiries or public meetings to present the Authority's or Directorate's case.
9. As a Team member, ensure that the Team meets its performance targets and targets set in the Directorate Service Plan and relevant Corporate targets.

10. To assist the Head of Development Management in delivering an effective customer focused development management service that meets Corporate objectives and stakeholder aspirations
11. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.
12. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.