

## **Role Description**

We need a Planning Manager to manage CPRE Northern Lincolnshire's core work which includes:

- investigating planning applications which have a significant impact upon the countryside and helping us influence their outcome;
- scrutinising the various documents which make up Local Development Frameworks as and when they are produced by the two councils and drafting responses when necessary;
- the preparation of responses to other consultations, including planning appeals.

### **The work involves:**

- reviewing plans, applications and other consultations on the internet;
- visiting sites and recording details;
- sending the information, and your thoughts, to CPRE Northern Lincolnshire;
- looking at lists of planning applications to identify threats and opportunities.
- visiting the local planning offices to look at plans and record details;

### **Requirements:**

The Planning Manager would work when they choose. S/he will work from home but would be in contact with other members of the management committee and other planning volunteers regularly to discuss progress via phone, e-mail and/or face-to-face. S/hhe will also be expected to attend the branch's bi-monthly committee meetings.

CPRE Northern Lincolnshire covers the local authority areas of North and North East Lincolnshire councils and ideally, we are looking for one person to cover both these areas. However, we would be willing to accept a volunteer for each area.

The job is voluntary although we will pay reasonable expenses with prior agreement.

### **Planning Volunteer requirements**

The ideal Planning Manager will have most of the qualities described below:

- Has a good understanding and experience of the planning system
- Has an interest in the countryside
- Is able to use initiative and discretion
- Has good literacy skills
- Is computer literate and can use the internet, email and Microsoft Word
- Likes investigative work
- Is able to prioritise
- Can volunteer for a minimum of 1 day a week
- Is flexible
- Can drive and has access to a car

Further information: contact Jenny Haynes at: [jenny.haynes@btinternet.com](mailto:jenny.haynes@btinternet.com) or 01652 618744