

JOB ROLE STATEMENT

STATUTORY ROAD PLANNING MANAGER LEVEL 7

DIRECTORATE PLANNING AND TECHNICAL SERVICES
BRANCH ROAD PLANNING AND DEVELOPMENT **POSITION NO** P0063108

KEY RESPONSIBILITIES

Manage the assessment and co-ordinate responses to Statutory Planning Referrals. Represent Main Roads at formal statutory planning forums. Manage the maintenance and dissemination of road network and planning information. Provide expert statutory planning advice to internal and external customers and stakeholders.

KEY DELIVERIES

Statutory Planning

- Manage the assessment and co-ordination of reviews of statutory planning referrals for comments and recommendations to planning authorities.
- Prepare, monitor and review responses to statutory planning referrals within statutory timeframes.
- Represent Main Roads at Joint Development Assessment Panel and State Administrative Tribunal on matters relating to statutory planning referrals.
- Represent Main Roads on working groups on matters relating to statutory planning such as structure planning, detailed area plans, subdivisions and developments.
- Manage and co-ordinate the development, maintenance and improvement of statutory road planning guidelines, processes, systems and policies.

Planning Information Systems and Enquiries

- Manage the integrity of the planning information data.
- Manage and co-ordinate responses to public enquiries and requests for route planning information.
- Provide expert statutory planning advice and information to internal and external stakeholder.
- Manage and co-ordinate Main Roads response to land-use zoning, sub-division and development proposals.
- Monitor and respond to statutory planning scheme amendments which affect State road reservations.

Leadership and Management

- Manage the provision and dissemination of expert statutory road planning support across Main Roads to other Government agencies and stakeholders.
- Manage financial, technological, physical and other resources within agreed allocations to meet agreed outcomes.
- Manage employee behaviour, performance and development.
- Contribute to the formulation of corporate direction, policy and strategy.

Stakeholder and Community Relationships

- Build and maintain professional working relationships with internal and external relationships.
- Undertake consultation and liaison with stakeholders to ensure that Section activities are consistent with Corporate policies and objectives and compatible with activities of other areas in Main Roads.
- Represent Main Roads at formal statutory planning forums.

OCCUPATIONAL SAFETY, HEALTH AND WELLBEING (OSH&W)

Responsible for active participation and performance to OSH&W standards as detailed by the Main Roads' Safety, Health and Wellbeing (SH&W) Management System - refer to "SH&W Responsibility and Accountability Procedure" on 'iRoads' intranet.

LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a nominated region for a period of time.

DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

REPORTING RELATIONSHIPS

This position reports to:

(A) TITLE AND LEVEL		POSITION NO
MANAGER STATUTORY ROAD PLANNING	LEVEL 8	P0063126

STATUTORY ROAD PLANNING MANAGER LEVEL 7

POSITIONS UNDER DIRECT SUPERVISION

ALL POSITIONS UNDER CONTROL

List the position numbers, titles and levels of positions directly supervised

State number of positions only

TITLE and LEVEL	POSITION No	CATEGORY	NUMBER
TBA		Salaried, Wages	

TOTAL

SELECTION CRITERIA – TO BE ADDRESSED IN THE CONTEXT OF THE ROLE

ESSENTIAL:


- Comprehensive skill, knowledge and experience in:
 - one or more of planning and design of major roads, statutory planning processes, traffic analysis and transport planning
 - negotiation and facilitation
 - building and enhancing stakeholder relationships
 - research, analysis and problem solving
 - managing financial, technological, physical and other resources within agreed allocation to meet agreed outcomes
 - managing employee behaviour, performance and development
- Knowledge of:
 - planning and design of major roads or statutory planning processes or traffic analysis or transport planning
 - planning information systems
 - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity

DESIRABLE:

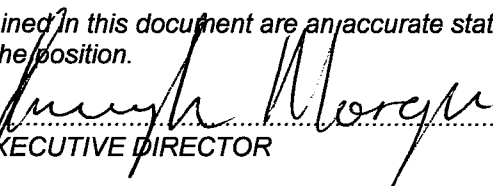
- A Degree in Engineering or Urban Planning or other related discipline.

CERTIFICATION

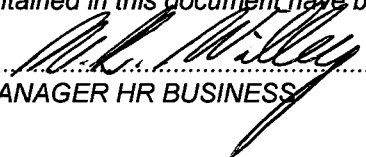
1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE  DATE 8-11-2017
 BRANCH/SECTION HEAD

2. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

SIGNATURE  DATE 8/11/2017
 EXECUTIVE DIRECTOR

3. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE  DATE 9/11/17
 MANAGER HR BUSINESS