

<b>Position Title</b>	Executive Healthy Places Planner
<b>Department</b>	Planning
<b>Unit</b>	City Strategy and Design
<b>Team</b>	Strategic Planning
<b>Supervises</b>	N/A
<b>Reports To</b>	Coordinator Strategic Planning
<b>Grade</b>	I
<b>Date Prepared</b>	12/03/2024
<b>Date Last Updated</b>	10/05/2024

## Our Vision & Values: A leading organisation that collaborates & innovates



We are committed to **safety**



We work as one **team**



We act with **integrity**



We care about our **customers**



We **continuously improve**

## Primary purpose of position

The Executive Healthy Places Planner role has emerged as a strategic response to the City of Canterbury Bankstown's rapid urbanisation, demographic shifts, and evolving lifestyle patterns of residents and visitors. In the context of a growing population a forward-thinking approach to healthy urban planning and placemaking is required to create built environments that keep people in CBCity healthy, well and protected.

This senior level planning position will lead the integration of health-focused principles into the fabric of urban development in CBCity and champion the Healthy Places partnership agreement between CBCity and the two Local Health Districts (LHDs). The partnership has the potential to not only meet the public health challenges of today but to also shape a resilient, healthy, and vibrant future for CBCity residents and visitors.

## Accountabilities

- Research and develop of an evidence-based healthy places/built environment implementation framework that will be considered by Canterbury Bankstown City Council for adoption.
- Contribute to Council's planning design controls (i.e. DCP controls) to ensure they reflect best practice for healthy placemaking, walkability and healthy built environments.
- Provide health-focused critique on referrals for development applications and proposals.
- Examine place-based Master Plans for compliance with healthy placemaking and healthy built environment planning principles and identify areas for improvement.
- Mentor and coach cross sector partnership members (and relevant staff) in professional practice in relation to healthy urban planning and placemaking and track partnership outcomes.
- Initiate knowledge sharing and health-focused policy development across Council departments, particularly with respect to transport planning, key projects and the like.
- Provide input into Health Precincts development around Bankstown and Canterbury Hospitals.

## Position capabilities and level

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position. Refer to the next section for further information about the focus capabilities.

Capability Profile – Council Officer		
Capability Group	Capability Name	Level
 <b>Personal Character</b>	<b>Lead Self</b>	Adept
	Display Resilience	Intermediate
	Act with Integrity	Adept
	Safety and Accountability	Intermediate
 <b>Relationships</b>	Communicate and Engage	Intermediate
	Customer and Community Focus	Adept
	Work Collaboratively	Adept
	<b>Influence and Negotiate</b>	Intermediate
 <b>Results</b>	<b>Plan and Prioritise</b>	Intermediate
	<b>Think and Solve Problems</b>	Intermediate
	Innovate and Improve	Intermediate
	Deliver Results	Intermediate
 <b>Resources</b>	Finance	Intermediate
	Assets and Tools	Intermediate
	Technology and Information	Intermediate
	<b>Procurement and Contracts</b>	Intermediate
 <b>People Leadership</b>	Manage and Develop People	N/A
	Inspire Direction and Purpose	N/A
	Optimise Workforce Contribution	N/A
	Lead and Manage Change	N/A

## Focus Capabilities

The focus capabilities for the position are those judged to be most important at the time of recruiting to the position. That is, the ones that must be met at least satisfactory level for a candidate to be suitable for appointment.

### CBCity Capability Framework - Focus Capabilities

Group & Capability	Level	Behavioural Indicators
<b>Personal Character</b>		
Lead Self	Adept	<ul style="list-style-type: none"> <li>• Initiates action on team/unit projects, issues and opportunities</li> <li>• Accepts and tackles demanding goals with drive and commitment</li> <li>• Seeks opportunities to apply and develop strengths and skills</li> <li>• Examines and reflects on own performance</li> <li>• Seeks and responds well to feedback and guidance</li> </ul>
<b>Relationships</b>		
Influence and Negotiate	Intermediate	<ul style="list-style-type: none"> <li>• Builds a network of work contacts across the organisation</li> <li>• Approaches negotiations in the spirit of cooperation</li> <li>• Puts forward a valid argument using facts, knowledge and experience</li> <li>• Asks questions to understand others' interests, needs and concerns</li> <li>• Works with others to generate options that address the main needs and concerns of all parties</li> </ul>
<b>Results</b>		
Plan and Prioritise	Intermediate	<ul style="list-style-type: none"> <li>• Participates constructively in unit planning and goal setting</li> <li>• Helps plan and allocate work tasks in line with team/project objectives</li> <li>• Checks progress against schedules</li> <li>• Identifies and escalates issues impacting on ability to meet schedules</li> <li>• Provides feedback to inform future planning and work schedules</li> </ul>

Results		
Think and Solve Problems	Intermediate	<ul style="list-style-type: none"> <li>• Gathers and investigates information from a variety of sources</li> <li>• Questions basic inconsistencies or gaps in information and raises to appropriate level</li> <li>• Asks questions to get to the heart of the issue and define the problem clearly</li> <li>• Analyses numerical data and other information and draws conclusions based on evidence</li> <li>• Works with others to assess options and identify appropriate solution</li> </ul>
Resources		
Procurement and Contracts	Intermediate	<ul style="list-style-type: none"> <li>• Helps others understand and comply with basic ordering, receipting and payment processes</li> <li>• Contributes to the identification of business requirements, deliverables and expectations of suppliers</li> <li>• Provides objective input to evaluation processes for proposals and tenders</li> <li>• Works with suppliers and contractors to ensure that goods and services meet time and quality requirements</li> </ul>

\* Focus Capabilities are those judged to be the most important at the time of recruiting to the position. The mix of “focus” capabilities can change over time, reflecting changing work priorities and current team strengths.

### Delegations

Decisions associated with this position are to be made in accordance with the Delegations of Authority (Policy186) approved by the Chief Executive Officer.

### Code of Conduct

All staff are required to adhere to the Code of Conduct (CP25).

### Work Health & Safety

All staff are required to adhere to Council’s WHS&E Responsibilities and Authorities document (REF229) and associated policies and procedures.

### Records Management

All staff are required to comply with Council’s Records and Information Management policies, procedures and guidelines.

## Qualifications and Experience

### Essential Qualifications

- Tertiary qualifications in an urban planning, design, architecture and/or landscape architecture or related discipline with significant experience in strategic planning in a local government and/or state government agency context.

### Essential Experience

- Comprehensive understanding of the role that urban planning, design and placemaking can play in preventing chronic diseases and keeping people healthy.
- Demonstrated ability to manage multiple projects, negotiate mutually beneficial agreements and influence policy at a senior level.
- Ability to work flexibly between the City of Canterbury Bankstown, South Western Sydney Local Health District and Sydney Local Health District and travel to key stakeholder agencies as required.
- Demonstrated ability to work autonomously, initiate direction and deliver outcomes.
- Demonstrated capacity to manage competing priorities, report progress and evaluate process and impact outcomes.
- Excellent written and oral communication skills, and excellent interpersonal skills.
- Computer literacy including Word, Power Point, Outlook and Excel.

### Desirable Qualifications and or Experience

- Experience working with Local Government and/or State Government
- Qualifications and/or demonstrable understanding of the principles of population health and disease prevention

<b>HUMAN RESOURCES USE (SELECT YES OR NO)</b>	<b>YES</b>	<b>NO</b>
Does this position fall under the definition of child related employment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this position require incumbent to undergo criminal reference check?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this position require incumbent to demonstrate good driving Licence class required:      No Licence Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will incumbent need to make disclosure of pecuniary interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Could there be a conflict of interest with secondary employment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>