

Position Title	Senior Urban Designer
Department	Planning
Unit	City Strategy and Design
Team	Urban Design
Supervises	Nil
Reports To	Team Leader Urban Design
Grade Range	H
Date Prepared	20/05/2019
Date Last Updated	25/10/2022

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 City Strategy and Design is responsible for delivering place-based master plans, assessing and preparing planning proposals, providing urban design advice, reviewing planning policy and updating Council's Planning instruments (Local Environmental Plan (LEP), Development Control Plan (DCP), and Site Specific DCPs).

The Urban Design team is a group of urban design professionals, who bring a sophisticated understanding of the urban form and placemaking principles and work collaboratively with the City Strategy and Design unit and across Council to deliver a more sustainable and liveable outcomes.

The Senior Urban Designer plays a key role in the Urban Design Team, and will inspire others to value design excellence, place making and liability.

The successful applicant will work independently and as part of the Urban Design Team to provide expert professional urban design advice and management for a range of projects aligned with Council's strategic directions and to achieve the focus priorities of the City Strategy and Design Unit.

Accountabilities






- Prepare project brief, program and contract documentation for external consultants for projects pertaining to urban design as required;
- Prepare and Project manage Council initiated urban design studies, including design management of external consultancies
- Support the Design Review Panel by providing technical advice, attending meetings as an observer, and properly considering the Panel's recommendations in the planning assessment.
- Provide strategic design advice and review of planning proposals, precinct and state significant developments.
- Provide advice on urban design issues for development applications and appear as an expert witness on behalf of Council in the Land and Environment Court.

- Create spatial frameworks, design guidelines, and place-based development controls to inform Council's Planning instruments (Local Environmental Plan (LEP), Development Control Plan (DCP), and Site Specific DCPs).
- Support and provide technical advice to City shaping projects team in the master planning projects as required.
- Preparation of Master Plan documents including creating and amending maps and producing a sophisticated document layout and design.
- Creation of aesthetically pleasing documents and maps, with a focus on visual appeal, clarity, and accessibility.
- 3D modelling using 'Giraffe' for scenario testing.
- Collaboration with other design professionals, planners and internal stakeholders to ensure project success.
- Ensure project timelines are met while maintaining the highest standards of quality in documentation and graphics.
- Visually communicate and test ideas using information technology and freehand skills.
- Engage with key stakeholders and the community to inform, advocate and negotiate Council's priorities and policy directions.
- Represent Council's interests in dealings with State and Federal Government Agencies and other Authorities.
- Promote public knowledge of urban design and keep up to date with industry trends to make recommendations on design initiatives for Council.
- Work independently and as part of a team to support the Urban Design Team and the City Strategy and Design Unit.
- Mentor and coach other team members.
- Self-assess work to ensure output of work is timely, accurate, on budget and of a high standard;
- Ensure all design activities conform to Canterbury Bankstown Council quality management systems and relevant policies.
- Attend after hours events, meetings as required.
- Any other duties within your skills and capabilities to support the City Strategy and Design Unit, particularly in relation to the delivery of the master plans and/or other planning and design policies.

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 – Senior Technical/ Professional Specialist

Capability Group	Capability Name	Level
 Personal Character	Lead Self	Advanced
	Display Resilience	Adept
	Act with Integrity	Advanced
	Safety and Accountability	Advanced
 Relationships	Communicate and Engage	Adept
	Customer and Community Focus	Adept
	Work Collaboratively	Advanced
	Influence and Negotiate	Adept
 Results	Plan and Prioritise	Advanced
	Think and Solve Problems	Adept
	Innovate and Improve	Advanced
	Deliver Results	Advanced
 Resources	Finance	Adept
	Assets and Tools	Adept
	Technology and Information	Adept
	Procurement and Contracts	Adept
 People Leadership	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
Personal Character		
Act with Integrity	Advanced	<ul style="list-style-type: none"> • Models ethical behaviour and reinforces it in others • Represents the organisation in an honest, ethical and professional way and sets an example for others to follow • Promotes integrity, courage and professionalism inside and outside the organisation • Monitors ethical practices, standards and systems and reinforces their use • Proactively addresses ethical and people issues before they magnify
Relationships		
Work Collaboratively	Advanced	<ul style="list-style-type: none"> • Builds a culture of respect and understanding across the organisation • Facilitates collaboration across units and recognises outcomes resulting from effective collaboration between teams • Builds co-operation and overcomes barriers to sharing across the organisation • Facilitates opportunities to develop joint solutions with stakeholders across the region and sector • Models inclusiveness and respect for diversity in people, experiences and backgrounds
Results		
Innovate and Improve	Advanced	<ul style="list-style-type: none"> • Encourages independent thinking and new ideas from others • Draws on developments and trends in the industry and beyond to develop solutions • Supports experimentation and rapid prototyping to test and refine innovative solutions • Develops/champions innovative solutions with long standing, organisation-wide impact

		<ul style="list-style-type: none"> • Explores creative alternatives to improve management systems, processes and practices • Contributes own knowledge and experience to staff training and development sessions
Resources		
Procurement and Contracts	Adept	<ul style="list-style-type: none"> • Prepares documents that clearly set out business requirements, deliverables and expectations of suppliers • Delivers open, transparent, competitive and effective procurement processes • Manages relationships with suppliers and contractors to ensure expectations are clear and business needs are met • Takes appropriate actions to manage and mitigate procurement and contract management risks

* 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 General Manager.

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 Urban Design (or urbanism), either as undergraduate or post graduate in continuation from a base degree in Architecture, Landscape Architecture, Urban Planning, or recognised equal in related design field;

Essential Experience

- Minimum 8 years post-graduate experience in Urban Design, including in a senior position (or similar senior position such as senior architect or senior landscape architect);
- Understanding of the NSW planning system, development control policy (LEP, DCP), and its implications for local governments.
- Experience or demonstrated skills in all stages of place-making, urban renewal and built-form design, with exposure to infrastructure improvement projects.
- Demonstrated experience in preparing built form controls, guidelines, development control plans and other urban design-related policies;
- Experience or demonstrated skills in assessing development applications and planning proposals, and attending as an expert witness in Court matters;
- Strategic thinker with an ability to identify and capitalise on opportunities and provide clear and appropriate expert advice on urban design matters.
- Leadership in stakeholder consultation and ability to effectively advocate for high quality outcomes across different audiences.
- Proven ability to lead and manage significant, cross-functional projects on time and on budget, managing the needs of multiple stakeholders.
- Display interpersonal skills in negotiation, advocacy, consultation skills, and strong customer service focus;
- Effective verbal and written communication skills.
- Excellent graphic skills, including proficiency in Giraffe, Sketchup, AutoCAD, ArcGIS and/or equivalent, Adobe Creative Suite and Microsoft Office.

Desirable Qualifications and or Experience

- Experience in Local or State Governments
- Experience or qualifications in project management
- Experience with community engagement
- Understanding of, or experience with heritage conservation
- Understanding of or experience with Land and Environment Court procedures
- Working knowledge of current trends and opportunities for urban design and sustainable design
- Experience or interest in active transport and innovative street design

HUMAN RESOURCES USE (SELECT YES OR NO)	YES	NO
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 checked="" type="checkbox"/>	<input type="checkbox"/>
Does this position require incumbent to demonstrate good driving Licence class required: C Class Drivers Licence	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will incumbent need to make disclosure of pecuniary interest?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Could there be a conflict of interest with secondary employment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>