# PCCLogo-Landscape

# EMPLOYEE

## SPECIFICATION

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| **Directorate: Resources** | | **Section: Legal Services** | |
| **Post No:**  **RELE01007** | **Designation:**  **Lawyer (Planning & Regulatory)** | | **Grade: 12**  **SCP 34-37** |

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| **Qualification:**  **E** An admitted Solicitor/Barrister/ILEX qualified Legal Executive, or someone who can demonstrate a level of experience and skill fitting them for the post.  **E** General knowledge of law affecting local government. |
| **Knowledge/Skills/Abilities:**  **E** Experience in the effective handing of a case load relating to planning and  regulatory matters.  **E** Experience and a good knowledge of all aspects of planning and regulatory law.  **E** Experience in drafting agreements and dealing with complex planning and related  regulatory matters.  **E** Experience in the research and giving advice in matters relating to planning and  regulatory law.  **E** Ability to draft complex and substantial documentation, instructions to Counsel  and reports.  **E** Ability to maintain and run office procedures and systems.  **E** Ability to work on your own with minimal supervision.  **E** Effective presentation and communication skills, verbal and written.  **E** Ability to present advice in a way which is constructive, comprehensive,  pragmatic and helpful.  **E** Experience of working as part of a team.  **E** Ability to respond quickly and appropriately with people at all levels, internally and  externally.  **E** Working knowledge of Microsoft 365. |
| **Experience:**  **E** Significant experience of dealing with Town and Country matters, and experience in one or more of the other areas of legal work undertaken by a district council, including the following; environmental, housing, licensing, traffic enforcement and prosecutions.  **D** Experience of advising Members.  **D** Advocacy experience. |
| **Special Requirement:**  **D** Occasional evening and weekend work may be required.  **D** Hold a current full and valid driving licence. |
| NB: **E** Essential  **D**  Desirable Date Produced: February 2024 |