



SHAPING AN
AWESOME
HAMILTON

Unit Director Urban and Spatial Planning

Strategy, Growth and Planning

About us

Our purpose is to improve the wellbeing of Hamiltonians. To fulfil our purpose, we need to become the leading community-focused Council, so that Hamilton's full potential can be unlocked – making it the best place to live.

Our staff are at the heart of everything we do. We value *kia urutau* (adaptability), *kia ngaawari* (simplicity), *kotahitanga* (inclusiveness), *kaitiakitanga* (guardianship), and *kia manawanui* (ambition). These values drive the way we think about how we do our work to stay true to our purpose. We need people on our team who understand that this value-driven thinking and mindset is the foundation of their performance.

About the position

This position sits within the **Strategy, Growth and Planning group**. This group looks ahead for the future of Hamilton – make decisions in the best interest of our city, create inter-generational and environmental sustainability, and enable business investment. Read on to find out more about the role.

What you will do

In this role, you will:

- Report to the General Manager Strategy, Growth and Planning you will
- Lead the Urban and Spatial Planning Unit to unlock Hamilton's full potential, making it the best place to live. This will be achieved through enabling residential and employment growth through best practice urban planning, while protecting and enhancing the natural and built environment which makes Hamilton unique. A key difference to how HCC works is the customer service focus, and the importance placed on developing relationships with developers and users of the district plan.
- Focus on seeking solutions to issues as opposed to a traditional 'regulatory first' response. The approach to planning within the city is to enable economic development and champion strong environmental conditions and ensure public amenity. Support for urban design and ensuring robust processes and early engagement with proposals is fundamental.
- Focus on boundaryless planning, working with the Urban Growth Partnership (Future Proof) and key partners (iwi, government, other councils) and the development community is critical in order to deliver against our purpose.
- As the Unit Director, you will set the strategy and standards for the unit and enable your team to deliver on outcomes by improving the performance capability and culture of the team.

Reports to	General Manager Strategy, Growth and Planning
Responsible for (total number of staff)	Direct reports (6), and indirect reports (~15).
Delegation	\$500,000
Budget	\$5,500,000

Key responsibilities

Some of the **key responsibilities** for this role include:

- Set/Enable/Expect leadership delivery and contribute to the growth and development of the unit by maintaining the appropriate levels of technical competency and behaviours.
- Develop proactive relationships with proponents of developments and initiatives so that early engagement ensures proposals are well understood.
- Ensure issues are identified early and with clarity and work programmes across Council and as required by proponents are clear and delivered.
- Work closely with Senior Leaders across Council to advance projects that support the growth of Hamilton and our ability to deliver an effective city to ratepayers.
- Working with our partners – other councils, Government, iwi/mana whenua and stakeholders particularly the development community.
- Influence and advocate in areas of legislative reform (e.g., RMA reform) and provide advocacy with Government.

- Work collaboratively with the leaders of Planning Guidance, Commercial and Analytics teams and Infrastructure and Assets Group to deliver the most effective, joined up planning and growth services to the city (and directly to customers).
- Champion the opportunities for Hamilton and takes a flexible approach to enabling their realisation.
- Embrace trends in urban growth and translate these into action through new ways of planning or thinking.
- District Plan is developed, reviewed, and changed innovatively building on best practice, with effective public consultation and liaison with Council.
- District Plan is maintained to be compliant with the Resource Management Act 1991 and Government National Policy Statements (e.g., NPS Urban Development), Council's policies and goals, clear and readily understandable, relevant to the City's current and future needs and produced in a timely manner.
- A high level of expert evidence is provided to hearings and the Environment Court to support Council's District Plan policy as appropriate.
- District Plan effectiveness is monitored to allow timely and targeted policy changes.
- Leadership and technical advice is provided across Council to Units and Teams working within the Resources Management Act and the District Plan.
- Council interests are adequately protected in relation to relevant legislation, national and regional policies and guidelines, and other authorities' responsibilities under the Resource Management Act.
- Contribute to the group work programme, particularly in planning and environmental matters.
- Relationships with iwi representatives on resource management issues are maintained and positive.
- Long term city development trends are identified and monitored.
- Lead, review, and guide the implementation of great city design.
- Manage the Urban Design Panel.
- Works with partners and stakeholders across the city to develop and support a long-term vision for Hamilton.
- Undertake the integrated planning of new growth areas including Fast-track.
- Long term future planning for the City and Region is coordinated and proactively managed with adjoining Council's (via Future Proof).
- Planning and resource management expertise is provided to a range of Council Units, projects, and strategies.
- Spatial planning is lead through a collaborative approach at the Upper North Island level.
- Support the organisation's ability to undertake sophisticated analysis of the economics of urban development in Hamilton to optimise investment decisions made by the city and other stakeholders.
- Working closely with the Growth Funding and Analytics team contribute to develop a detailed program of work in the areas of land supply and demand, economic analysis and policy, and business investment attraction.

How you will do this

Our team culture is critical to our success. It's vital everyone who joins our team is an ambassador for our values, so together we can drive the best possible outcomes for our community.

Your mindset, skills, knowledge, and experience

You actively work at being the 'best version of you' and your mindset and behaviours have a positive impact on others.

You bring to the role

- A proven track record of thinking differently, acting with integrity, working together, and making it happen.
- Proven leadership skills with demonstrated ability to articulate the corporate vision and take people on a change journey.
- Self-awareness, that mindset, is the foundation of performance and an ability to develop self and others in this regard.
- Relevant tertiary qualification.
- Minimum 10 years' experience in planning/resource management with at least 5 years in a complex environment.
- Considerable experience in working with or within New Zealand Local Government.
- Leadership experience, at a minimum in a senior team leader role for five years.
- Ability to understand the commercial drivers and relate that to a project to seek solutions to issues where appropriate.
- Successful experience in leading a team.

- Ability to gather data, compile information, accurate analysis and prepare reports with recommendations.
- Attention to detail while retaining a 'big picture' focus.
- The ability to translate technical knowledge and information into 'layman's terms' or business speak and vice versa.
- Ability to interpret and apply local government policies, laws, and regulations.
- Ability to identify and promote community economic development projects and initiatives.
- Strong interpersonal and communication skills with the ability to work effectively with a wide range of people with diverse backgrounds.
- Knowledge of project management principles, practices, techniques, and tools.
- Political awareness.
- Commercial acumen.

Health, safety and wellbeing

All of our people have a responsibility for their own and others health and safety. This includes following all health and safety policies and procedures, including reporting events and hazards, and participating in health, safety and wellbeing programmes and initiatives as required.

Civil Defence

Completes Civil Defence training and participates in events as required.

Note: *This position description is a broad outline of the key activities and responsibilities for this role. Key responsibilities may vary from time-to-time, at the request of the manager, to accommodate the operational needs of the team.*