Te Kaunihera o Te Hiku o te Ika
Far North District Council

HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Senior Strategic Planner

Planning and Policy Group

Your contribution at the Far North District Council helps us achieve our Mission –
Creating Great Places and Supporting our People

PURPOSE OF THE POSITION

To lead and support the development, implementation, and continuous improvement of district-wide spatial planning initiatives within the Far North District. The spatial planning initiatives will facilitate sustainable growth, infrastructure planning, and community engagement. The role requires strategic thinking, strong analytical skills, excellent stakeholder engagement abilities, and a commitment to balancing growth with environmental, cultural, and economic considerations. The role will contribute to the development of growth related strategies, for example the Infrastructure Strategy, Housing Strategy. This role will also support the Far North District Council's emerging responsibilities towards a future Regional Spatial Plan under the incoming Resource Management Reform legislation.

This position reports to the Team Leader – Growth Planning & Placemaking.

HOW THIS POSITION CONTRIBUTES TO ACHIEVING OUR MISSION

The key accountabilities of this position are:

- Lead and Support Growth Planning: Apply best-practice processes to lead or support the development and maintenance of district-wide and sub-district growth plans (e.g., spatial plans, masterplans).
- Build Relationships and Collaborate Across Council: Work closely with internal subject matter experts (SME), teams (e.g., district plan and infrastructure), and build and sustain relationships with elected members, tangata whenua, stakeholders, and government organisations, to generate support for the growth plans. Lead meetings, workshops, and working groups as needed to advance plan development and create integrated, implementable growth plans for the Far North.
- Source and Maintain Reliable Evidence: Source and maintain reliable evidence (such as housing and business development capacity assessments) to support plan development. Collaborate with SME's and manage supplier contracts where needed to secure key infrastructure information (e.g., water, transport, parks, social facilities) required for sustainable growth.
- Engage with the Public & Stakeholders: Collaborate with communications experts to develop and implement effective public and stakeholder engagement strategies, ensuring community input is appropriately gathered and considered in growth planning. Organise and participate in public consultations, presentations, and engagement events, translating complex planning information into accessible terms and encouraging active community involvement.
- Support Policy and Strategy Development: Contribute to and support the implementation of high-level policies and strategies, including the (proposed) District Plan, Far North 2100, Te Tai Tokerau Climate Adaptation Strategy, FNDC Climate Change Roadmap, Sport Northland Spaces and Places Plan, placemaking frameworks, and infrastructure strategies.
- Mentor and Guide Staff: Provide mentorship and guidance to team members within the growth planning and placemaking team and across the integrated planning department, supporting place-based planning processes and projects.

Additional accountabilities are:

- Ensure compliance with relevant current and future legislation as required to perform tasks associated with the role (i.e. LGA, RMA).

- Document processes relating to developing place-based plans for the organisation to support consistent best-practice approach to place-based projects.
- Report in writing and verbally to relevant governance committees and Council, to steering groups and to working groups that are established to deliver on the integrated planning work programme.
- Input into organisational performance reports, as well as any quarterly or annual reports as requested.

What we all do

- Live our Values – Integrity, Professionalism, Manaakitanga
- Demonstrate knowledge of, or a willingness to gain an understanding of Te Ao Māori and promote tikanga and Te Reo Māori. You will also have knowledge of, or a willingness to gain an appreciation of Te Tiriti o Waitangi obligations
- Enact Te Pae o Uta, the Te Ao Māori framework to achieve our goals
- Have a commitment to health and safety as detailed in our policies and guidelines and as defined by the Health and Safety at Work Act 2015
- Demonstrate leadership in health, safety and wellbeing
- Actively contributing towards fostering a positive health, safety and wellbeing culture across the organisation
- Continually look to improve the customer experience by seeking feedback and demonstrating you set a date and promise that you deliver on
- Demonstrate innovation by being solution-focussed to ensure positive outcomes, enhancing Council's reputation
- Other tasks/projects as may be delegated from time to time
- Assisting as required in the response and recovery efforts during civil defence emergency events, and participation in relevant emergency management training to maintain Councils readiness

ABOUT YOU

- We're looking for someone who brings:
- A relevant tertiary qualification in resource management planning, urban design or public policy, or an
- equivalent planning experience based on planning for community growth and change over the long
- term.
- At least 5 years' experience in resource management planning or infrastructure planning, or urban
- design, including experience in the preparation of place-based spatial or master plans.
- Exceptional documentation, report and work-flow process writing skills. Strong analytical, decision making
- and presentation skills are required along with proven ability to simply articulate complex issues
- to our staff, elected members, tangata whenua, stakeholders and customers.
- Demonstrable ability implementing best practice place-based planning processes and methodologies
- including plan drafting for adoption and implementation.
- Demonstrable project management experience including consultant management, leading complex
- projects dependent on multidisciplinary inputs and that require iterative engagement with internal and
- external stakeholders.
- Experience operating ESRI GIS software for data analysis and presentation is desirable.
- Strong experience and working knowledge of Health & Safety legislation.
- Advanced proficiency in Microsoft Office packages (SharePoint, Teams, Word, Excel, Outlook, and
- Project)
- Knowledge of New Zealand local government legislation, practices and standards is essential.
- You will demonstrate knowledge of or a willingness to gain an understanding of te ao māori and promote
- tikanga and te reo māori.
- Current Driver's License.

ABOUT US

Working at FNDC is an awesome responsibility and privilege. Our employees are critical to our mission, regardless of the role they carry out. Our Values guide how we do our job, and keep us passionate about creating great places and supporting our people –



Integrity

Trust, honesty, transparency, reliability, ethical, fairness, openness



Manaakitanga

Teamwork, empowerment, empathy, āwhina, unity, support, courtesy, respect



Professionalism

Consistency, tikanga, motivation, ownership, positivity, innovation, collaboration

WHAT IT MEANS TO BE A FNDC EMPLOYEE

At Far North District Council we strive to be progressive where we embrace agility, innovation and are results driven. Our employees have a high work ethic where importance is given to instructive feedback and a commitment to personal development. Below outlines Council's desired workforce attributes.

Business First, Digitally Supported

You will join us on our digital journey, embracing technology in all its forms incorporating our hybrid working model

Communication and Influence

Your style allows you to communicate with diverse groups in a clear and concise manner. You have a willingness to influence and collaborate with others.

Problem Solving

A thoughtful yet efficient decision maker by assessing situations quickly and taking informed, timely action. You enthusiastically take responsibility for problem solving by focusing on achieving tangible outcomes. You are concerned with quality and quantity of output.

Relationship Management Style

You have the ability to adjust your working style to different work situations and stakeholders, with a customer first approach. You exhibit good judgment, showing a willingness to collaborate or compromise when necessary to maintain objectives.

WHAT IT MEANS TO BE A FNDC PEOPLE LEADER

Leadership at the Far North District Council (FNDC) is based on the following principles: **Own It, Keep It Real & Can-Do Attitude**

Own It

Leaders understand what we are accountable and responsible for and then we make it happen

- Providing clarity on what matters most
- Managing change, seeking continuous improvement
- Making effective decisions.

Keep It Real

Trust is the foundation of good leadership. We are considerate, reliable and honest

- Leading my team is the priority, with ongoing engagement and motivation
- Displaying positive leadership, instilling trust
- Developing others to learn and adapt.

Can Do Attitude

Leaders find ways with their teams to make things happen. We identify quick wins to create confidence and forward momentum

- Working collaboratively across Council
- Be proactive and solutions focused
- Adapts style and approach to achieve effective outcome.