

**CITY OF VANCOUVER
EXEMPT STAFF JOB OVERVIEW FORM**

- 2.
- Director of Planning - Approval Authority
 - Co-Director of Planning
 - Director of Current Planning
 - Member - Development Permit Board

 - Larry B. Beasley

 - Jacquie Forbes-Roberts - General Manager, Community Services

 - N/A

 - (604) 873-7698

 - Planning

 - N/A

 - Regular Full-time

3A.

The purpose of the job is fourfold:

- to plan the City, including plans, policies and interpretation, offering a seamless planning service in conjunction with the other Co-Director and having primary responsibility for the Central Area, special development areas, heritage and urban design;
- to manage and to decide upon development;
- to undertake special projects and initiatives for the corporation; and
- to supervise, manage and liaise with others to achieve these responsibilities, including speaking on behalf of the corporation.

3B.

- a) 20% Plan City - develop plans (e.g. Central Area land use/transportation/public realm) and develop policies (e.g. heritage, urban design) - doing technical, analytical work, public process and ultimately recommending directly to Council; sit on Street Naming Committee.

- b) 30% Manage substantive aspects of development and redevelopment, including work of development planners, urban designers, heritage planners, rezoning planners, cost recovered planning teams; acting as senior development negotiator; chairing Major Projects Steering Committee and Development Review Committee; collaborating with Engineering and other departments on civic improvements.
- c) 20% Deciding upon Development Applications - responsible for all Charter authorities of the Director of Planning, including approving development and managing staff team that I delegate to do approvals on a day-to-day basis; one of three voting members of the Development Permit Board, approving major developments.
- d) 10% Undertaking special projects, as project manager or senior team member, on behalf of corporation, including political strategy and interface with other governments - examples include: Trade and Convention Centre Expansion Program; 2010 Olympics City Steering Committee and "Inclusive Olympics Sub-Committee"; PNE future and Racecourse future.
- e) 20% Supervision, Management, Political Liaison and Communications for all the above work, including: responsibility for 45+ staff; Council and government relations, media relations, citizens and organizations relations, visitors relations; budgeting and HR/Union relations; and corporate management activities (e.g. capital budget, corporate planning).

4. **DECISION MAKING**

- a) Director of Planning and Development Permit Board - direct decisions on development applications, with advice from Urban Design Panel, Development Permit Board Advisory Panel, public and staff; Supervisory and Management - direct decisions on HR, departmental spending and work program, with consultation and advice of staff; Plans and Policy - recommendations to Council through consultative public process and staff process.

- b) **IMPACT OF ACTION**
City livability declines; city budget increases to fix wrong directions; citizens/business incur costs; legal challenges happen; political crises occur; status of local government declines; influence of planning abates.

WORKING RELATIONSHIPS

- c) Internal: Council (recommendations/advice); Department Heads (collaboration); City Managers (collaboration); other department's staff (input); Planning Department staff (supervision, management, input, advice); Planning Department Co-Director and Management Team (collaboration); Park Board (collaboration, input); School Board (collaboration, input);
External: Senior Governments (collaboration; negotiation); Community groups/citizens (public involvement, negotiation); developers (negotiations, cooperative planning); visiting professionals/academics (information); media (information management).

LEADERSHIP

- d) I do all the items quoted in the question as a Co-department head.
- Supervise about 45+ staff: Central Area, Cost Recovery Team, Urban Design and Development Planning Centre, Rezoning Centre, Heritage Group, Director of Planning Approval Authority Delegated Team; Assistant Director of Planning - professional, technical, clerical and consultant staff;
 - Primary responsibility for city planning policy, strategic plans and planning;
 - Primary responsibility to articulate City plans and development directions to the world.

PROBLEM SOLVING

- e) All kinds of planning, socio-economic, physical, programmatic, communication, process management and public relations problems.

Solved by expert technical planning research and analysis, policies and plans, process facilitation/mediation, negotiations, reference to practice and precedents, political interaction, public consultations, media management, motivating staff activity and motivating public activity.

RESOURCE MANAGEMENT

- f) - Responsible with other Co-Director for department budget - for staff, process, consultants, training, etc.
- Discretionary signing authority to \$10,000.

OTHER COMMENTS

5. - This is a very high profile position with little tolerance for error and significant stress. I work at the pleasure of elected officials and directly with them on a day-to-day basis;
- This is a 24-hour job - I'm on call at all hours and work at all hours;
 - This is a job involving significant in camera activity and knowledge where corporate trust is essential;
 - This job requires keeping up-to-date and current with planning and governance trends and practices throughout Canada and North America.

6. Signature: _____
Date: _____