FINGAL COUNTY COUNCIL

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**COMHAIRLE CHONTAE FHINE GALL**

# POST OF PLANNING INSPECTOR

#### QUALIFICATIONS

1. **CHARACTER**

Candidates shall be of good character.

1. **HEALTH**

Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

1. **EDUCATION, TRAINING, EXPERIENCE, ETC.**

Each candidate must, on the latest date for receipt of completed application forms:

1. Have received a good general education;
2. Have a knowledge of building construction and maintenance;
3. Be capable of writing clear and concise reports, have a knowledge of maps, Ordinance survey sheets and scale drawing, and have such training or experience as would qualify him/her for the office;
4. Have an adequate knowledge of the relevant planning regulations and building bye-laws.

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**COMHAIRLE CONTAE FHINE GALL**

# POST OF PLANNING INSPECTOR

#### PARTICULARS OF EMPLOYMENT

The employment is wholetime, permanent and pensionable. Persons who become pensionable employees of a local authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).

Persons who become pensionable employees of a local authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 5% of their pensionable remuneration.

All persons who become pensionable employees of a local authority will be required in respect of the local Government (Spouses and Children’s Contributory Pension) Scheme to contribute to the local authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the Scheme.

1. **PROBATION**

Where persons who are not already employees of a Local Authority are employed, the following provisions shall apply:

1. there shall be a period after such employment take effect during which such persons shall hold such employment on probation,
2. such period shall be one year but the Chief Executive may at his or her discretion extend such period,
3. such persons shall cease to hold employment at the end of the period of probation unless during such period the Chief Executive has certified that the service of such persons is satisfactory.
4. **SALARY**

€52,557 - €64,209 per annum.

The holder of the post shall pay to the Local Authority any fees or other monies (other than his/her inclusive salary) payable to or received by him/her by virtue of his/her post or in respect of services which he/she is required by or under any enactment to perform.

1. **DUTIES**

Overall Purpose: To provide planning inspectoral duties:

Duties:

1. The inspection of buildings & lands and building and development works whether complete or in course of construction to evaluate unauthorised development,
2. The furnishing of descriptive, accurate written reports on these matters,
3. Attendance at courts and oral hearings,
4. The preparation of surveys and plans illustrating and supporting such reports,
5. Visiting sites and reporting on unauthorised development,
6. Visiting sites to check compliance with planning conditions and preparing reports for the purposes of planning enforcement,
7. Working with other individuals and Depts. in the interest of sharing information, cutting down on unnecessary duplication and endeavoring to improve efficiency levels,
8. Use of aerial photographs in various formats, digital and otherwise, to solve problems arising relating to boundaries, disputes, accident’s etc.
9. Use of digital and SLR cameras to record features, developments, etc. incorporating this data into PowerPoint presentations when required,
10. Use of APAS database system and iMaps GIS systems to retrieve information relating to planning applications, decisions, appeals etc. Using An Bord Pleanala website to check current position in relation to particular planning appeals in the Fingal area. Downloading, saving and printing such information as required,
11. Use of other relevant websites, such as that of the Irish Attorney General to access current Acts of Parliament, Statutory Instruments and other legislation,
12. Digitally overlaying current OS mapping on computerized aerial photographs to get a good picture of changes which have taken place in a particular area over a period of time. Use of computer software, especially Computer Aided Design (CAD) packages and Geographical Information Systems (GIS) to produce mapping and data.

The duties of the post are to give the Local Authority under the direction and supervision of its appropriate employee such services of an executive, supervisory or advisory nature as are required for the exercise and performance of any of its powers and duties and include such duties as may be required in relation to the area of any other Local Authority.

Persons appointed should be capable of writing clear and concise reports, have a knowledge of maps, Ordinance survey sheets and scale drawing, and have such training or experience as would qualify him/her for the office. In additions they should have an adequate knowledge of the relevant planning acts, regulations and building control acts.

Persons appointed should have effective communication skills, the ability to work without guidance and on own initiative and have the ability to manage and organise workload in an efficient and effective way

Persons appointed will be required to work in any location within the Fingal administrative area.

1. **HEALTH**

For the purpose of satisfying the requirement as to health it will be necessary for successful candidates, before they are employed, to undergo a medical examination by a qualified medical practitioner to be nominated by the Local Authority.

1. **RETIREMENT**

The retirement age is 70 years.

7. RECRUITMENT

A local authority may decide, by reason of the number of persons seeking admission to a competition, to carry out a shortlisting procedure. The number of persons to be invited, in these circumstances, to interview shall be determined by the local authority from time to time, having regard to the likely number of vacancies to be filled.

Selection will be by means of an interview conducted by or on behalf of the local authority. Candidates will be required to pay any expenses incurred by them in attending the interview.

Panels may be formed on the basis of such interviews. Candidates whose names are on a panel and who satisfy the local authority that they possess the qualification declared for the post and that they are otherwise suitable for employment may, within the life of the panel, be employed as appropriate vacancies arise.

***The local authority shall require a person to whom employment is offered to take up such employment within a period of not more than 6 weeks and if he or she fails to take up the employment within such period or such longer period as the local authority in its absolute discretion may determine, the local authority shall not employ the person.***