



## Position Details

<b>Position title:</b>	<b>Strategy Lead Urban Renewal</b>
<b>Award Classification:</b>	Band 8
<b>Department:</b>	City Planning and Sustainability
<b>Division:</b>	City Development
<b>Date Approved:</b>	22 May 2026
<b>Approved By:</b>	General Manager City Development

### Organisational Relationships:

<b>Reports To:</b>	Senior Program Manager Urban Renewal
<b>Supervises:</b>	N/A
<b>Internal Stakeholders:</b>	Council Employees and Managers, Executive Team and Councillors
<b>External Stakeholders:</b>	Residents, members of the public, government representatives, Statutory Authorities, clients, suppliers, consultants and Contractors, community and business groups.

## Position Objectives

- The role is responsible for providing professional strategic planning expertise to Fishermans Bend (and other urban renewal projects as directed) including advice to the Senior Program Manager Urban Renewal, Fishermans Bend PCG, Executive Leadership Team, Council and the community.
- The role supports the organisation to better respond to the complex authorising environment of urban renewal areas by collaboratively leading projects and multi-disciplinary teams in the development of strategies, precinct plans and policy and negotiating with delivery partners, including Victorian Government agencies and departments, to deliver the best outcomes for Council.
- The role fosters a collaborative, cross organisational approach to strategic planning in Fishermans Bend to ensure integrated outcomes across the urban renewal area are developed



and linked to the broader municipality, including enabling and supporting effective governance at project and program level.

## Key Responsibilities and Duties

- Lead the development and implementation of precinct plans and other place-based strategies within Fishermans Bend that successfully manage complex inner urban planning and design issues at a precinct, sub-precinct and strategic site scale.
- Provide leadership and advice on matters related to urban planning, urban design, policy and strategy development within Fishermans Bend (and other projects as required) including Council and State Government-led projects, input into long-term and annual planning and Council's financial strategy.
- Build and manage an ongoing strategy work program for Fishermans Bend, including responsibility for management activities such as governance, scope, dependencies, project controls and risk mitigation.
- Take a project manager role in creating and leading multi-disciplinary teams to undertake strategic planning for Fishermans Bend ensuring that the agreed scope, timelines and budget constraints are met.
- Establish effective and strong relationships with internal teams, State Government departments, agencies and other stakeholder groups to advocate and negotiate for projects and outcomes that advance Council priorities.
- Participate in programs for continuous improvement to improve the quality and productivity of the team, department and organisation.

## Accountability and Extent of Authority

The incumbent has authority to:

- Formulate strategies, policies, action plans and facilitation of projects to deliver specified outcomes within agreed timelines and budget.
- Negotiate with external partners for project outcomes in line with objectives, timelines and budget agreed with senior management.
- Appropriate use of delegated authority under the Planning and Environment Act 1987.
- Mentor junior team members and provide leadership and advice to project-based employees to achieve organisational objectives and goals.

The incumbent is accountable for:

- Management of personal day-to-day workload and achievement of project objectives in line with budgetary, quality and time constraints.
- Provision of accurate and professional strategic planning advice to other staff, management, councillors and the community, including the production and presentation of professional reports to Council.



- Management of consultants and delivery of outputs in line with project scope, timelines and budget.
- Providing advice on strategic planning matters that is relied upon for guidance and for adopting particular policies the impact of which may be substantial upon the organisation and/or the community.
- Operating within a corporate structure and to show initiative in producing outcomes that contribute to attaining organisational goals.
- Consistently demonstrating a high quality of work and specific outputs as identified in an Employee Development Plan and as specified in any relevant Work Program.

## Judgement and Decision Making

- Ability to work independently, whilst high level guidance and advice is usually available as required.
- Ability and confidence to make decisions based on knowledge of Council policies and procedures, and professional planning experience and knowledge.
- Ability to think holistically and consider various options and implications of various decision points, to use initiative and to problem solve issues to deliver practical outcomes.
- Develop informed and well considered preferred options and recommendations on complex issues, where advice and guidance is less well defined, for consideration by senior management and Council.
- Ability to operate across organisations, work in groups and through initiative produce outcomes that contribute to attaining agreed goals.
- Day-to-day decision making on often complex delivery matters in accordance with delegated authority, budget and organisation objectives.
- A good understanding of government operations and processes; and of the property development sector more generally.

## Specialist Skills and Knowledge

- A thorough knowledge and understanding of the underlying principles of urban planning, the Victorian planning system (both strategic and statutory) and related legislation and its application at the local government level.
- Ability to think analytically, conceptually, creatively and strategically including assessment of a range of options across different timeframes, to plan for high quality, integrated land use, development and design outcomes.
- Extensive understanding of the complexities and benefits of integrated planning and place management.
- Ability to formulate and write planning policy and strategies in a strategic manner using analytical, research and investigative skills and convey information graphically in maps and diagrams.
- Extensive knowledge of project management principles and an ability to manage projects according to scope, schedule and budget.



- Ability to act as an advocate for the Team, Department and for Council more generally.
- High-level general computing skills and working knowledge or better with specialist design software.

## Management Skills

- Highly developed project management, people management and collaboration skills with the ability to develop and lead multi-disciplinary teams on a project basis.
- Apply a consistent approach to project planning and management to all projects while being flexible and adaptable to changing directions, priorities and environments.
- Ability to manage the successful completion of projects, set priorities, and to organise and monitor workloads and resources to meet required project time lines and to achieve service efficiencies.
- Ability to mentor junior team members and provide leadership to project-based employees to achieve organisational objectives and goals.
- Effective self-motivation and time management skills, and the ability to work to longer term objectives.
- Ability to organise and manage consultant contracts and outputs.

## Interpersonal Skills

- Excellent interpersonal skills with the proven ability to build and maintain positive, constructive relationships with internal teams and a range of key external stakeholders from across a wide variety of Government agencies, developers and the broader community.
- Excellent oral, written and presentation skills including the ability to skilfully and concisely communicate complex information and issues in a range of formats to a wide variety of audiences.
- Utilise highly developed negotiation, influencing and presentation skills to drive and deliver agreed objectives and outcomes with other employees and external organisations.
- Well-developed facilitation, negotiation and conflict resolution skills in order to engage effectively with a broad range of disciplines and subject matter experts to deliver integrated strategy and policy outcomes.
- Highly developed report writing skills, including preparation of reports and briefing papers for senior management and Council.

## Qualifications and Experience

- A relevant tertiary qualification in urban planning or a closely related field.
- Extensive relevant professional experience (including within a local government environment) in strategic and urban planning roles within a high growth/urban renewal context.
- Experience of leading complex strategic planning projects, including policy development, structure planning, masterplans and urban design/built form controls and related planning scheme amendments.



- Experience in managing professional staff in a team environment and/or inter disciplinary environment.
- Knowledge and/or experience of Development Contribution Plans highly desirable.

## Child-Safe Standards

- Maintain a child safe culture at City of Port Phillip by understanding and activating your role in preventing, detecting, responding and reporting suspicions of child abuse to the relevant authorities by adhering to relevant City of Port Phillip policies and relevant legislation.

## Occupational Health and Safety Responsibilities

- All employees of City of Port Phillip are responsible for maintaining and ensuring the OHS programs in their designated workplace as required by the Occupational Health and Safety Act 2004. Where applicable this includes taking every reasonably practicable step to ensure the health and safety of employees, contractors, visitors, and members of the public through identifying hazards, assessing risk, and developing effective controls within the area of responsibility and by adhering to relevant City of Port Phillip policies and legislation. Our leaders are responsible for championing and enhancing safety in our organisation.

## Diversity and Equal Employment Opportunity

- The City of Port Phillip welcomes people from diverse backgrounds and experiences, including Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse (CALD) backgrounds, LGBTIQ+, people with disability, as diversity and inclusion drives our success. Our leaders are responsible for championing and enhancing diversity and inclusion in our Organisation and City.

## Security Requirements and Professional Obligations

Support Council's business continuity, emergency management and municipal recovery activities when required.

Pre-employment screening will apply to all appointments.

Prior to a formal letter of offer, preferred applicants will be asked to provide:

- Evidence of mandatory qualifications/registrations/licences,
- Sufficient proof of their right to work in Australia
- Sufficient proof of their identity.



- Complete a National Police Check completed **via** City of Port Phillip's Provider.
- Evidence of a Working with Children Check (employee type with City of Port Phillip registered as the organisation).

## Key Selection Criteria

- A relevant tertiary qualification in Urban Planning or a closely related profession.
- Demonstrated experience operating at a senior level in strategic planning roles, including the delivery of urban strategies, policies and master plans; and implementation through statutory mechanisms, preferably involving urban renewal and / or high growth planning.
- Demonstrated understanding of the challenges and opportunities presented by major urban renewal areas, and the planning and delivery issues facing Council.
- Excellent interpersonal skills with the proven ability to create and lead multi-disciplinary teams, build productive relationships, resolve conflict, and negotiate and influence outcomes with a range of internal and external stakeholders.
- Excellent oral, written and presentation skills including the ability to skilfully summarise and communicate complex information and issues to a wide variety of audiences, including executive management, councillors and the community.
- Well-developed analytical, conceptual, and strategic thinking skills and proven ability to develop creative solutions that advance Council objectives.

*City of Port Phillip celebrates a vibrant and diverse work environment and community, which includes people of Aboriginal and/or Torres Strait Islander background, people of diverse sexual orientation and gender, people from culturally and linguistically diverse backgrounds and people of varied age, health, disability, socio-economic status, faith and spirituality. Employees are able to develop both professionally and personally whilst planning and delivering a range of important services and programs to the community.*