

## Planning Technical Officer

Closing date for applications is  
11:30pm, Monday 6<sup>th</sup> October 2025

# Who we are

Sport England is an arms-length body of government responsible for growing and developing grassroots sport and getting more people active across England.

We were established by Royal Charter – which is an instrument of incorporation granted by the King – and began operating as Sport England in 1997.



# Our mission

Right now, the opportunities to get involved in sport and activity depend too much on your background, your gender, your bank balance and your postcode. We're determined to tackle this and unlock the advantages of sport and physical activity for everyone.

We're here to invest in sport and physical activity to make it a normal part of life for everyone in England, regardless of who you are. Together, we can change lives for the better in every home, and in every community, right across the country.





# Our values

Our values define who we are as an organisation and highlight what we do to go the extra mile to set us apart. From creating an organisation we all enjoy, believe and thrive in, to creating a positive employer brand and effective partnerships with our stakeholders.

Our values are embedded in everything we do including our recruitment process and we encourage candidates to read about our values on our careers page

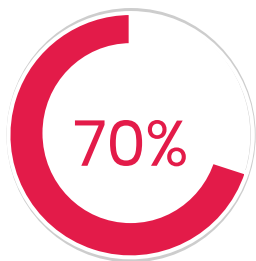
<https://www.sportengland.org/careers>.



# The Role at a Glance

The **Planning Technical Officer** salary is advertised at £26,500 per annum for either Loughborough office based, or home working with regular travel to the Loughborough office.

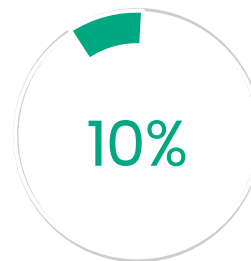
*The postholder must be living in the UK for the duration of employment.*



**Operational  
effectiveness**



**Planning  
Reporting**



**Additional  
Duties**

*It is Sport England's policy to appoint to the advertised salary.*



## The Role

The Planning Technical Officer will provide technical and administrative assistance to Sport England's Planning Team to support the effective delivery of our statutory and strategic planning function.

Your role is key to supporting the implementation of our strategy, through the effective recording and measurement of outcomes against priorities including the implementation of Active Environments.

You will work with a wide range of contacts including our Planning Team, Local Authorities, developers/planning applicants, Sport National Governing Bodies, and the public so strong interpersonal skills are key in this role.

# About the directorate

This role sits in the Planning and Active Environments pillar within the Place directorate which is responsible for one of our statutory functions as a statutory consultee on planning applications affecting playing fields.

The Planning team, in addition to the statutory function, works on a number of areas including, non-statutory planning application consultations, policy development at national, regional and local levels as well as helping ensure the right facilities are available in the right place, and the wider physical environment is designed to enable and encourage sport and physical activity.

The Planning team consists of a National team, two area-based teams – North and South – and a Planning technical team.

*Join us in working to  
achieve our ambition  
of helping more  
people to be more  
active and to enjoy  
the value and benefit  
that brings.*



## Our Objectives



Sport England's planning aim in working with the planning system is to help provide places that maximise opportunities for sport and physical activity for all, enabling the already active to be more so and the inactive to become active.

**Protect:** The protection of sport sites, including our role as a statutory consultee on planning applications that affect playing fields

**Enhance:** Making the best use of existing facilities by improving access and management e.g. through the opening up of school sites to community use.

**Provide:** Ensuring that communities have access to high quality sports facilities, by using evidence and advocacy to guide investment



# Our Employee Benefits

32 days annual  
leave + bank  
holidays (pro rata  
for part-time)

Generous pension  
scheme

£500 per year to  
support fitness-  
based activity

Commitment to  
development and  
training

Free confidential  
counselling and  
advice service

Flexible working  
and family friendly  
policies

For more information, please visit the [Careers](#) page on our website

# Our vision is clear

Together, we won't stop  
until everyone has the  
opportunity, the  
inspiration and the  
freedom to get moving.

You can help us do this.



We are looking to recruit from the widest possible talent pool and encourage candidates to apply from a diverse range of backgrounds. We are proud to be an inclusive, equal opportunities employer and are committed to ensuring that all candidates are treated fairly throughout the recruitment and selection process and beyond. All appointments are made on merit.



**Come join us**



# How to apply

1. Register on our careers portal and create an account.
2. Complete our application form, which will cover areas such as your employment history and suitability for the role. *Be sure to highlight your relevant skills and experience relating to the job description in your supporting statement.*
3. The recruitment process after this point differs slightly for each role but will always consist of an assessment task and at least one in-person interview. For some roles there will be an additional phone interview or another in-person meet.

If you have a disability and are unable to apply via the portal, please email us via [hrrecruitment@sportengland.org](mailto:hrrecruitment@sportengland.org) and we would be happy to discuss alternate options with you.

For more information including our FAQ section, please go to:

<https://www.sportengland.org/careers>

