

Job Description

Position Title: *Environmental Planner - Consents*

Responsible to: Team Leader - Resource Consents

Responsible for: n/a

Relationships:
Consent applicants, submitters, consent holders
Consultants for the above
Iwi authorities, community and special interest groups
All Taranaki Regional Council staff

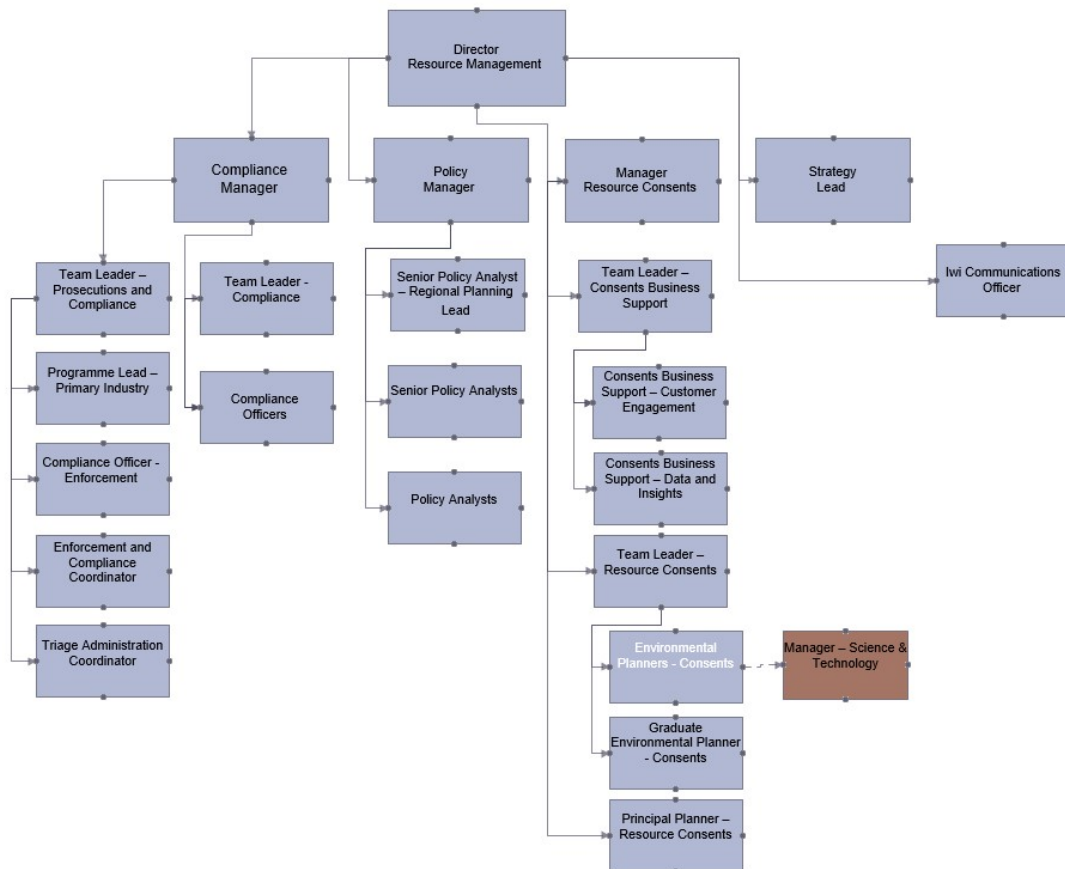
Salary: A market salary for the position will be negotiated, depending on experience, qualifications and aptitude.

Location: Stratford

Job Context: Permanent Full Time

Position Number: TBC

Holder: Vacant



Role of an Environmental Planner – Consents

The role of an Environmental Planner - Consents is to assist in the sustainable management of the Taranaki Region through investigating, evaluating and advising upon consent applications to the Council under the Resource Management Act (1991) and National Environmental Standards, including the preparation of reports and associated documentation.

The Environmental Planner role is responsible for the prioritisation of activities to ensure that resource consents are processed efficiently, within statutory timeframes. The role is also responsible for effectively communicating with resource consent applicants and tangata whenua partners, preparing for and attending hearings and ensuring the Council is correctly advised on all matters that must be considered when making a decision on an application for a resource consent.

Key Skills

Qualification

- Required: Tertiary qualification in Environmental Sciences, Planning, Resource Management or other appropriate discipline.

Knowledge

- Understanding of the Resource Management Act 1991 (RMA)
- Good knowledge of the common software applications.

Skills / Experience

- Good understanding of statutory processes and their importance
- Ability to make judgements based on a range of, often conflicting, factors
- Excellent communication skills
- Strong organisation and time management skills
- Ability to work unsupervised
- Problem solving skills
- Understanding of negotiation and conflict resolution.

Personal Attributes

- Team player
- Practical problem solver
- Finely tuned attention to detail
- Excellent time management
- Ability to work under pressure and meet deadlines
- Initiative
- Innovative and self-motivated.

Tasks

- Assess and make recommendations on resource consent applications assigned by the Team Leader - Resource Consents including: information requirements, affected persons and consents conditions.
- Ensure resource consents applications are processed in accordance with Council policy and statutory requirements (including timeframes).
- Contribute toward our effective, strong and valued relationship with Ngā Iwi o Taranaki. To demonstrate our Council's commitment to recognise and provide for the kaitiaki responsibility Ngā Iwi o Taranaki has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision making processes, effective engagement and development of existing working relationships.
- To liaise and provide quality and timely advice to consent applicants, submitters and other parties in the resource consent process on the Resource Management Act, regional plan provisions and resource consent requirements Record consent processing charges against applications
- Support and assist the Team Leader - Resource Consents to achieve the objectives of the Consents Section
- Respond to internal and external resource consent enquiries and issues, using empathy, listening skills, diplomacy and tact to gain understanding of issues, provide advice and achieve cooperation with regard to legislative compliance.
- Liaise with the Consents Business Support team to ensure that all administrative matters associated with consent applications are dealt with in a professional manner and in accordance with the Council's policy and statutory responsibilities.
- Any other task and duties as required by the Director – Resource Management or Chief Executive.

Special requirements

- May be required to work outside normal working hours.

Health and Safety

The Taranaki Regional Council is committed to a process of continuous improvement in order to achieve excellence in the management of health and safety at all of our workplaces. We recognise the positive impact that the values and benefits of enhanced health and safety bring to the organisation, our employees and our communities. There are two key points to health and safety:

- The safety of our people and the communities in which we operate always comes first.
- We are all empowered and expected to challenge any unsafe situation at work.

We will achieve these by:

- Building culture
- Aiming for zero harm
- Taking reasonable practicable steps
- Managing contractors
- Communicate
- Develop knowledge
- Investigate and learn
- Ensure competence to do the job.

Mission and Key Message

Our Mission:

To work for a thriving and prosperous Taranaki by:

- Promoting the sustainable use, development and protections of our natural and physical resources
- Safeguarding Taranaki's people and resources from natural and other hazards
- Promoting and providing for significant services, amenities and infrastructure
- Representing Taranaki's interests and contributions to the regional, national and international community

We will do this by leading with responsibility, working cooperatively, encouraging community participation, and taking into account the Treaty of Waitangi.

Our Key Message:

The Taranaki Regional Council works with the Taranaki community to help make our region a fantastic place to live, play and do business.

Values:

We are committed to:

- Public service
- Service first
- Improving the quality of our performance
- Working safely
- Effective communication and teamwork
- Initiative and the right to make mistakes
- Accountability and results
- Presentation, respect and care
- Job satisfaction.