

Position Description



Position Title	Water and Wastewater Strategic Planner
Department	Strategy
Reports to	Team Leader Strategic Planning
Grade	11
Date reviewed	August 2024

Primary Purpose

Develop long-term plans for managing water and wastewater services to ensure safe, secure, affordable services for our communities while balancing social, environmental, and economic considerations. Provide strategic advice and direction on Water and Wastewater asset infrastructure services to Council's stakeholders. Provide advice and expertise on environmental constraints to Council staff when required with the intention of delivering high quality sustainable outcomes.

The incumbent will contribute to Council's vision as "A Trusted Community Partner", promote the values which support this: Solutionary, Together, Accountable, Innovative, Caring, and use these to guide decisions, actions and conduct.

Key Accountabilities

- Manage the development, review and ongoing monitoring of Strategic Business Plans including but not limited to, S305 Developer Servicing Plan (DSP), 30 year Water Wastewater Capital Expenditure Plan, Water Wastewater Asset Management Plan
- Undertake water and wastewater strategic planning (previously known as Integrated Water Cycle Management Strategy) in accordance with NSW Government Regulatory and Assurance Framework for Local Water Utilities
- Effective management of Consultants and Contractors to ensure strategic policies are developed in accordance with relevant guidelines and frameworks
- Plan, organise and manage the tender process required for Strategic Planning projects
- Ensure Environmental and WHS Risk Management compliance is met on all Strategic Planning projects
- Promote information sharing and knowledge transfer to drive evidence-based decision-making, enhance capability and optimise capacity
- Contribute to the performance of Council: demonstrate professional conduct, make the best use of knowledge, experience and skills and be accountable for own decisions and actions
- Contribute to a safe workplace: comply with legislative and organisational requirements and be accountable for own decisions and actions

The employee is required to undertake any other duties, projects or tasks as directed by the Team Leader Strategic Planning, which are within his/her skills, competence and training.

Position Capabilities		
Capability Group	Capability Description	Level
 Personal Attributes	Be accountable for investing in own growth, acting with integrity and displaying resilience.	Advanced
 Relationships	Be respectful, inclusive and collaborative in engaging with others to address issues and deliver for the community.	Advanced
 Results	Be planned and responsive to organisational priorities and develop pragmatic solutions to deliver quality outcomes.	Advanced
 Resources	Be efficient, effective and compliant in the management and use of assets, finance and contracts.	Adept

Essential Criteria
1. Degree qualification or above, in Engineering, Project Management, Planning or a related discipline with 5 years demonstrated contemporary experience in a similar role; or substantial contemporary experience in a similar role to support contemporary knowledge 2. Proven ability to manage consultants to deliver high quality interdisciplinary projects 3. Knowledge of legislation (Acts and Regulations) relating to water and Local Government 4. Knowledge of Environmental Protection Management Principles 5. Proven ability to develop and maintain internal and external stakeholder relationships to achieve outcomes that contribute to the achievement of the organisation's strategic goals 6. Knowledge of and proven ability to implement water and wastewater strategic plans in a local government context 7. Current Class C drivers licence

Desirable Criteria

1. Understanding of stormwater management principles
2. Demonstrated knowledge of environmental legislation and regulations
3. General Construction Induction Card (White Card)

The position description should be read, and applied, in conjunction with other corporate documentation that guides decision-making, actions and conduct, including but not limited to, the contract of employment, Code of Conduct, delegations of authority, legislation, regulation, policy, procedure, process, standards and plans.

I have read and understand the above requirements and accountabilities of this position.

Name (please print)

Signature

Date