

# Position Description



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

## Primary Purpose

Support the delivery of effective and efficient strategic planning to advise the growth and development of the Snowy Monaro Regional Council Area. 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

- Effective management of Consultants and Contractors to ensure strategic policies are developed in accordance with relevant guidelines and frameworks
- Develop strategic plans for Council's Water and Wastewater Service, and ensure they are compliant and adhere to the Acts, Regulations and Best Practice Guidelines under which it operates. These include the NSW Local Government Act, Public Health Act, Water Management Act, Protection of the Environment Operations Act, Australian Drinking Water Guidelines, NSW Regulatory and Assurance Framework for Water Utilities
- Provide advice on environmental values and sustainability to better inform Council's Strategic Planning suite of works
- Liaise with the Manager Water and Wastewater Services, and Team Leader of Asset Management to ensure strategic policies and frameworks, align with Council's Strategic Corporate Plans
- 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
- Manage the development and ongoing monitoring of Strategic Business Plans including but not limited to, S64 Developer Servicing Plan (DSP), Integrated Water Cycle Management Strategy (IWCM)

- 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 sensitive urban design outcomes in a Local Government context
7. Current Class C drivers license

## Desirable Criteria

1. Demonstrated ability to read technical drawings and disseminate details to stakeholders
2. Demonstrated knowledge of environmental legislation and regulations (such as the Biodiversity Conservation Act 2016 and Environmental Protection and Biodiversity Conservation Act 1999)
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.

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Name (please print)

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Signature

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Date