



TaurangaCity

Job description

Title	Graduate Environmental Planner
Number	6EP24A
Group	Regulatory and Compliance
Division	Environmental Planning
Reports to	Team Leader: Environmental Planning
Direct reports	N/A
Date	01/06/2022

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Mātauranga Māori and our partnership with tangata whenua.

Job purpose

The primary purpose of this role is to assist in providing expertise and technical knowledge to deliver the Resource Management Implementation Functions within the Tauranga City Council by processing a broad range of Resource Management Act applications and Building Consent reviews under the Building Act, providing informed expert advice to internal and external stakeholders, assisting in conflict resolution, and contributing to continuous improvement.

Key outcomes

Professional relationships are developed and maintained and achieve business goals.	<ul style="list-style-type: none">• The Graduate Environmental Planner Team observes and seeks to maintain relationships that are trusted, sustainable and effective.• Supported liaison with relevant specialists and service providers on environmental consent matters including delivery through the Project Information Memoranda (PIM) process under the Building Act 2004.
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WHANAKE TE TAI

<p>The Environmental Planning Team is held accountable for supporting delivering outcomes that reflect the agreed community expectations of the City Plan, and legislative requirements of the RMA.</p>	<ul style="list-style-type: none"> • Provide qualified informed advice and guidance on environmental planning matters and RMA implementation and where relevant to Building Consent and Project Information Memorandums. • Grow awareness of Council's policies and strategic direction as they relate to environmental planning. • Engage and co-ordinate specialist input such as Engineering, Transportation and Urban Design and to inform matters relevant to the City Plan in the processing of resource consents. • Contribute to the public facing Duty Planner Service, co-ordinating and responding to the broad range of City Plan related enquiries and customers;
<p>The Environmental Planning Team's work plan objectives are achieved.</p>	<ul style="list-style-type: none"> • Processing RMA applications within statutory timeframes whilst ensuring good environmental outcomes are achieved. • Workload management and technical RMA input to the PIM process under the Building Act 2004. • Effective reporting and presentation of written and verbal opinions of the organisation in respect to RMA and Building related matters. • Assist with RMA related project work as directed by Team Leaders and/or Manager.
<p>The Environmental Planning Team shall contribute to the Continuous Improvement of the delivery of Resource Management Act Implementation.</p>	<ul style="list-style-type: none"> • Contributing to review of business processes and tools, such as Duty Planner and Pre application service and Project Information Memorandums, and assist in implementing changes which improve the delivery of business and cost-effective processing to applicants. • Meet regularly to identify, discuss and resolve implementation issues which arise in day to day business such as interpretation determinations. Provide regular feedback to the wider Team on issues and their resolution.

The job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential
<ul style="list-style-type: none">• A University Degree in Resource Management Planning or related subject matter.

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WHANAKE TE TAI

Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections