



TaurangaCity

Job description

Title	Environmental Monitoring Officer
Number	6EM25A
Group	Regulatory and Compliance
Division	Environmental Planning
Reports to	Team Leader: Monitoring
Direct reports	N/A
Date	23/01/2024

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.

Job purpose

The primary purpose of this role is to facilitate robust environmental outcomes, through evaluation and compliance with the City Plan and monitoring resource consents.

Key outcomes

Effective compliance, monitoring and enforcement of Resource Consents that deliver outcomes that better the community.	<ul style="list-style-type: none">• Full compliance with environmental standards are identified, monitored and reported on, including Resource Consents and the District Plan/Resource Management Act.• Undertake strategic monitoring and enforcement campaigns to ensure that monitoring is targeted to concentrate on non-complaint trends in support of Council-wide objectives.• Environmental indicators and standards are monitored and reported on, corrective actions taken and/or recommendations made (such as enforceable conditions, consistent rule interpretations and City Plan effectiveness).
The Environmental Monitoring Team coordinates enforcement action professionally to achieve positive environmental outcomes.	<ul style="list-style-type: none">• Gather evidence and documents for presentation to the Enforcement Decision Group, District Court, Environment Court and High Court.• Take the lead in enforcement and prosecution investigations.

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Enforcement action achieves positive environmental outcomes.	<ul style="list-style-type: none"> • Focus enforcement to ensure a consistent approach across non-compliances within the district. • Working collaboratively with the Building and other monitoring teams within the organisation, where there is alignment in respective legislation or objectives.
Risks are proactively identified and mitigated and managed according to acceptable risk management methodologies.	<ul style="list-style-type: none"> • Identify risk and escalation issues and take steps to minimize the effect of these issues. • Provide timely responses to information requested from the public or outside organisations.
Effective and accurate monitoring advice is provided to both internal and external stakeholders.	<ul style="list-style-type: none"> • Identify continuous improvement opportunities of systems, methods, efficiency and the quality of service provided to customers. • Implement and monitor enforcement protocols to ensure the accurate capture of information. • Resolving conflict; through effective negotiation and mediation. • Maintain own professional knowledge to be seen as the best source of technical knowledge within the team. • Identify issues that need improvement and develop solutions to address shortcomings. • Train staff to ensure consistency among the team and achieve work outcomes. The Team stays abreast of information and new trends. • Ministry for the Environment data is accurate and entered within the time requirements.
Cost recovery is achieved in line with council policies.	<ul style="list-style-type: none"> • Timesheets are accurately and timeously maintained. • Cost recovery is regularly undertaken in line with Council policies and procedures

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"> • Tertiary qualification in Resource Management or other relevant qualification • 8 years' relevant experience

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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