

Designation:	Senior Biodiversity Officer
Grade:	Stroud 6
Hours:	18.5 hours per week
Location:	Ebley Mill
Job Purpose:	To provide specialist biodiversity advice to the planning service to meet its legislative requirements and to help conserve and enhance the biodiversity heritage and interest of the District
Responsible to:	Majors and Environment Team Manager
Responsible for:	Direct responsibility for Assistant Biodiversity Officer

KEY DUTIES

- To ensure the Local Planning Authority meets its statutory requirements in respect of biodiversity in determining planning and other applications
- Provide professional high quality advice to colleagues and Councillors
- Negotiate with applicants/agents towards positive outcomes and the wider general public on biodiversity matters, wildlife legislation and policy
- Provide well researched written comments and recommendations on planning and other applications regarding complex biodiversity matters (including drafting planning conditions and refusal reasons where necessary)
- To provide written screening opinions and appropriate assessments for developments that fall within the zone of influence for European Sites in accordance with European legislation
- Provide advice on enhancing the quality of biodiversity on a new development proposals and contribute to Government biodiversity targets
- Provide specialist biodiversity advice for planning strategy in order to assist in developing new and innovative approaches
- To introduce and implement biodiversity net gain for development, working with partners and other statutory agencies
- Support appropriate enforcement action in respect of any illegal or unauthorized development that may impact upon biodiversity and identified nature conservation interests
- Prepare written evidence and represent the Council as expert witness in planning and enforcement appeals, and criminal prosecutions involving biodiversity matters
- Prepare advisory material for publication, including application checklists, on the Council's website to educate and promote high quality nature conservation within the District
- To manage, survey and process Hedgerow Removal applications
- To attend Development Control Committee and Sites Panel when required
- Have up to date knowledge of planning and wildlife legislation, and update colleagues as necessary

- Manage the workload of and provide support for the Assistant Biodiversity Officer
- To undertake any other duties appropriate to the post and grade as may be assigned

SKILLS AND KNOWLEDGE

- Membership of Institute of Ecology and Environmental Management (or working towards this) and be a Member of the Association of Local Government Ecologists
- Relevant management qualification or willingness to work towards one
- Have a thorough understanding of the legislation and planning policies governing biodiversity and other nature conservation issues
- Knowledge and understanding of all aspects of nature conservation; protected species, national and European site designations and the legislation that governs them, site and impact assessment, ecological survey techniques and their evaluation, habitat creation and management techniques
- Excellent written and verbal communication skills
- Excellent IT skills, including use of MS Office software and Document Management systems
- Ability to manage own time and workload
- Flexibility in approach
- Good team worker
- Ability to research and problem solve
- Committed to providing excellent customer service

COMPLEXITY AND CREATIVITY

- The district has a rich and diverse biodiversity heritage, with a variety of International, European and nationally designated sites and rare and protected species. You will require a detailed understanding of European and UK legislation, and its application, and demonstrate the ability to approach unique situations and problems with creativity and innovation.
- Respond promptly and politely to queries and complaints
- Fostering a culture of excellence, collaboration and positive enthusiasm within the team.
- Diplomacy
- The ability to show initiative and implement improvements to administrative practices

JUDGEMENT AND DECISIONS

- Routine decisions day to day with all formal decisions being referred to line manager or delegated team.
- Responsible for making judgements on planning and other related applications and compliance with regulations

CONTACTS

- Members of the Council
- Members and staff of other Local Authorities/Partner Agencies
- Members of the Public
- Applicants and Agents
- Town and Parish Councils

RESOURCES

- Little or no responsibility for financial resources.

TRAVEL DESIGNATION

- HMRC mileage rates apply

GENERAL

- To work with communities sometimes outside normal office hours, including weekends.
- To ensure that at all times service delivery informs, reflects and supports the Council's prevailing aims and objectives.
- To work with colleagues across the organisation as required in support of organisational goals.
- To promote the Council's overall commitment to equality of opportunity/Diversity at all times and work within the requirements of the Council's Equality Scheme.
- To undertake all training and development initiatives as required.
- To work within Health and Safety guidelines in accordance with the Health and Safety at work Act.
- To work within the requirements of the Council's Environmental Policy and Management System.
- To undertake any appropriate duties required to meet the Council's obligations under the Civil Contingencies Act.

This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or developments.