

NORTH SOMERSET COUNCIL

JOB DESCRIPTION

DIRECTORATE PLACE	DIVISION AND/OR SECTION Open Space, Natural Environment and Leisure	
JOB TITLE Natural Environment Manager	POST NO	GRADE JM4

1. JOB PURPOSE

Under the general direction of the Head of Open Space, Natural Environment and Leisure (OSNEL) to develop and deliver the council's green infrastructure strategy and action plan alongside leading on Planning related issues.

2. CONTEXT

The Neighbourhood and Transport division in the Place directorate is responsible for highways and transport services and the operational and community facing services of Parks, Natural Environment, Seafronts, Waste and Library Services.

The Natural Environment Manager will lead on the delivery of the newly adopted Green Infrastructure Strategy, including working with related strategies in developing the natural environment across the district and delivering projects that enhance the natural environment. The postholder will also lead on delivering OSNEL responses to planning applications. As part of the strategy the service will continue to identify green infrastructure requirements as part of new housing developments and spend the held s106 towards OSNEL facilities, working with partners. The service will also work closely with its contractors and colleagues on the continued delivery of green infrastructure across North Somerset.

3. SPECIFIC ACCOUNTABILITIES

- To manage the natural environment services of ecology, trees, landscape and rights of way ensuring that key performance indicators and related tasks are delivered alongside wider risk management, customer service and statutory responsibilities.
- To lead on green infrastructure strategy development and delivery to achieve the agreed priorities of the directorate.
- To develop and deliver an efficient and effective approach for planning consultation responses for the OSNEL section including supporting pre-planning discussions and applications.
- Provide advice on the management and protection of the Natural Environment to support sustainable development and be the expert witness at public meetings and planning appeals as required to ensure the council meets its statutory obligations
- To work collaboratively to develop funding models for major capital investment required to deliver the full range of green infrastructure

- To develop and deliver a community engagement approach using existing resources and partnerships to enable the council to tailor investments and services to ensure they are delivering the most important local priorities in the most efficient way
- To manage the existing and future contractual arrangements and approach to delivery of green infrastructure services from council owned facilities
- To lead on partnership arrangements to ensure the delivery of green infrastructure networks across the region
- To lead and deliver service transformation and alternative service delivery models to maintain delivery of key strategic priorities in the climate of reduced public funding

CORPORATE & PERSONAL ACCOUNTABILITIES

- The post holder will be expected to provide a clear sense of direction and purpose that enables teams and partners to deliver the objectives of the council and green infrastructure strategies in their vision, values, policies and priorities.
- Create, foster and manage effective working relations with communities, stakeholders, colleagues and partner organisations.
- Work collaboratively with colleagues across all service areas and external partners in order to generate efficiencies, create synergies wherever possible and maximise outcomes.
- Deliver agreed personal performance objectives and targets with your line manager and participate in regular performance appraisal with your line manager.
- Agree performance objectives and targets for the team/self that deliver the council's visions, values, priorities, policies and objectives, including providing regular monitoring, feedback, coaching, mentoring, performance appraisal and development.
- Ensure proper corporate governance and compliance with the council's agreed standards, policies, procedures, all relevant regulations and legislation e.g. Health and Safety, Data Protection, Equality and Diversity, etc.

4. WORK CONTROL, SUPERVISION and WORK PLANNING

The Head of OSNEL has overall supervision and work planning responsibility for the team and for the overall management of direct reports, and service delivery.

The Natural Environment Manager will be expected to deliver the business plan of the team in line with statutory duties, agreed objectives and to oversee the planning and organisation of work of project teams, promoting cross-directorate working across the council and with external partners and stakeholders.

The postholder will be expected to liaise and discuss issues with senior managers, Members, external partners and agencies, and colleagues, on a very regular basis.

5. QUALIFICATIONS AND EXPERIENCE

The postholder must have:

Significant management experience in the green infrastructure sector.

Excellent knowledge of green infrastructure with particular skills in experience in any of the following – ecology, arboriculture, landscape or rights of way

Demonstrable successful experience in delivering projects to time and within budget

Excellent skills in managing stakeholder relationships whilst protecting the interests of the council.

Significant experience in developing successful business plans to maximise sustainable income streams.

Ability to control budgets and ensure projects are delivered to time, cost and quality measures.

Person Specification

ASSESSMENT CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Educated to degree level in a relevant subject like ecology, arboriculture, landscape, countryside management, rights of way or equivalent.	Formal management qualification.
WORK RELATED EXPERIENCE AND ASSOCIATED VOCATIONAL TRAINING	<p>Considerable experience of managing a multi-disciplinary service. This must include staff, finance and physical resources.</p> <p>Significant practical experience of managing contracts in a commercial setting.</p> <p>Significant experience of the planning process in either the public or private sector.</p> <p>Experience of service development and writing business plans.</p> <p>Project management experience of delivering successful projects.</p>	<p>Experience of working in a unitary authority.</p> <p>Working and leading in a performance management environment.</p>
OTHER RELEVANT EXPERIENCE	<p>Experience of working with elected representatives and public, private and voluntary sector organisations, particularly involving partnership arrangements.</p> <p>Understanding of safe operations of public open spaces and public goods such as trees.</p> <p>Political awareness and sensitivity.</p>	
SPECIALIST KNOWLEDGE	<p>Understanding of the statutory, strategic and legal frameworks that apply.</p> <p>Knowledge of continuous improvement systems and performance management frameworks.</p>	In depth appreciation of the technical dimensions required within each of the service function areas of the service area.

<p>JOB RELATED SKILLS</p>	<p>The post holder will be required to manage income and expenditure, revenue and capital budgets including budget planning, control and monitoring.</p> <p>Performance management skills.</p> <p>Well developed analytical and problem solving skills.</p> <p>Preparation and implementation of strategies, business plans, work programmes and improvement plans to raise service standards or personal performance if or when necessary.</p>	
<p>PERSONAL SKILLS</p>	<p>Ability to predict, understand and react effectively to complex changing situations and exercise judgement for resolving issues.</p> <p>Ability to engender excellent and sustained relationships with regional partners and local stakeholder groups</p> <p>People management skills, especially in the different communication styles and agendas between staff, elected representatives, customers of the service and partner organisations.</p> <p>Ability to work under pressure, working to tight deadlines.</p>	
<p>SPECIAL WORKING CONDITIONS</p>	<p>Valid driving licence and own transport, or be able to provide alternative, suitable method of travel.</p> <p>A requirement to work outside of normal office hours including evenings, weekends and bank holidays from time to time to support events or to respond to emergency situations.</p> <p>To be able to demonstrate a working knowledge of equal opportunities principles and a commitment to working in line with the council's Equality and Diversity Policies.</p>	