JOB DESCRIPTION

Pollution & Environmental Officer

Service area:	**Environmental Services**
Reports to:	Principal Officer Head of Environmental Health
Responsible for:	**N/A**
Location:	**Leek and Buxton / Agile Working**
Work flexibly between various locations:	**Yes**
Grade:	**AG7**
Salary range:	**30-34**
Car driver:	**Yes**
Essential/casual:	**Essential**

JOB PURPOSE

1. As an Environmental Health Officer/ Practitioner to act as the local authority expert to undertake the full range of Environmental Health duties in relation to pollution and environmental compliance and enforcement.

2. To work across the Alliance to ensure organisational and public service outcomes are maximised.

3. To provide professional support and advice to members, officers, other service areas, stakeholders, businesses, members of the public or community liaison groups.

JOB DUTIES

As an Environmental Health Officer/ Practitioner to act as the local authority expert to undertake the delivery of proactive and reactive aspects of pollution control and environmental compliance including enforcement across the Alliance, in relation to:

- Statutory nuisance

- Commercial and Industrial noise
- Climate change
- Local air quality management
- Contaminated Land
- Environmental Permitting
- Private water supplies
- Development Control
- Licensing
- Environmental sampling and monitoring

To carry out detailed and complex inspections, assessments, monitoring and interventions / enforcement in relation to pollution and environmental compliance across the Alliance area. To interpret and evaluate evidence, data, and analytical results, produce reports using professional judgement in accordance with legislation, Council policies, procedures and relevant guidance (where available) to secure improvements and ensure compliance with legal requirements

Officers will be expected to manage their own case/work load and use their professional discretion to investigate and rectify breaches of environmental legislation relating to pollution and environmental compliance. To instigate formal proceedings including gathering evidence, interviewing in accordance with PACE and Council policy and procedures. The service of enforcement notices and the preparation of prosecution reports and to act as an expert/ or ordinary / witness in Courts of law, tribunals, and public enquiries on behalf of the Council.

To produce timely and accurate reports, correspondence, records, and update to organisational IT systems assisting with statutory returns, statistics and maintaining public registers.

To undertake domestic, commercial, and industrial site visits, including at remote and challenging locations; and to carry, install and operate necessary specialist monitoring and sampling equipment, and to take and submit samples.

Exercise appropriate professional judgement to make important technical and highly complex professional decisions in line with current legislation and Council policy, (and in cases where guidance may be limited), such decisions having serious potential repercussions for the Council, businesses, other organisations, or the community

To make applications to the Magistrate's Court for warrants, supervise their execution and gain entry to premises, and/or examine confidential records in the exercise of enforcement powers.

To provide professional support and expert advice to other Council Departments, stakeholders, in particular, the examination of planning and licensing application consultations, which can be complex, for compliance with relevant legislation and standards in relation to the job purpose.

To represent the Council on any Committee, Sub-committee, Hearing, Tribunal, Working Group, or community liaison groups and provide relevant technical advice as required relevant to the job purpose.

To assist/support or lead in the development and maintenance of suitable policies, and procedures in respect of pollution and environmental compliance and enforcement and the preparation and submission of complex results with recommendations, which, as a result of research or investigations, may require new or amendment of policies, and procedures.

The preparation and submission of complex reports as legally required.

To assist/support or lead in the preparation and submission of bids for grant funding towards initiatives related to pollution and environmental compliance and enforcement (when available).

Liaise with and consult other officers in the Council, external organisations as necessary or as required by law, in the interests of providing co-ordinated services and formulating effective policies and procedures.

To assist and support where necessary and to provide training and/or accompany other members of staff, or students in visits and investigations of a complex nature.

To deal with conflict and solve problems in a tactful and professional manner, using persuasive, diplomatic and effective negotiation skills.

CORPORATE RESPONSIBLITIES

- Promote, both Councils' Equalities and Diversity Schemes ensuring that all discrimination is eliminated and referring any instances of perceived discrimination to the appropriate Executive Director.
- Promote a safe and healthy working environment including taking responsibility for the health and safety of all staff, elected members, service users and other members of the public, in line with the Councils' Health and Safety at Work Policy.
- Promote and support the delivery of the Councils Climate Change actions plans, the response to the Councils' declarations of a climate emergency and the delivery of the Councils' biodiversity duty.
- Support the Councils' commitment to good environmental management by ensuring the most environmentally friendly use of resources by reducing the amount of business travel by using teleconferencing facilities etc.
- Promote the principles of good customer care by taking responsibility, ensuring reliability and having respect for all those for whom the service is being provided, including colleagues and elected members.
- Work flexibly in support of colleagues and to undertake any other duties which may reasonably be requested commensurate with the grade for the post.
- Promote and comply with both Council's policies and guidelines on Information Governance and the Data Protection Act.
- Consistently exhibit the behaviours required under the Alliance CHOICE values and code of conduct.
- Be committed to safeguarding and promoting the welfare of children and young people and vulnerable adults.
- Carry out election duties as required.

JOB REQUIREMENTS

Transport Requirements	Driving required for travel to Alliance locations
Working Patterns	Hours of work as agreed with the line manager. Some out of hours work may be required
Working Conditions	Office based with travel to Alliance locations / agile working (where applicable)
Resources Staff/Finance	
Physical	Working to planned priorities

DBS	No