

Role Profile

Part A - Grade & Structure Information

Job Family Code	9RT	Role Title	Environmental Enhancement Officer
Grade	PS9	Reports to (role title)	Planning Enforcement Team Leader
JE Band	314-370	Directorate / School	Environment and Planning
Date Role Profile was created	Dec-25	Service / Department	Planning and Development
Agile	Information	DBS Requirement	Not Required

Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

Role Purpose including key outputs	To help deliver the county council's statutory planning functions including policy monitoring and development and the assessment of planning applications, including the monitoring of Biodiversity Net Gain. To acknowledge and define breaches of planning control and contribute towards the remedy of identified breaches through informal and formal means. To demonstrate expertise with regard to mineral site restoration and environmental enhancement by providing specialist advice to applicants and a range of stakeholders. To engage constructively and independently with a range of stakeholders to monitor and help deliver mineral restoration schemes, and wider environmental enhancements .
Work Context	Planning Monitoring and Enforcement sits within the Planning and Development service. Planning Monitoring and Enforcement regulate minerals and waste permissions, as well as County Council own development. Minerals and waste planning are contentious and sensitive and can involve complex technical and regulatory detail. Such development often raises issues of significant public interest and requires strong organisational skills. Minerals permissions will be subject to restoration requirements and the Council is responsible for ensuring that these schemes are high quality, delivered environmental enhancements and are completed as required.
Line management responsibility if applicable	None
Budget responsibility if applicable	None
Representative Accountabilities Typical accountabilities in roles at this level in this job family	Planning & Organising • Deliver projects and/or audits within a defined area of work as directed to input to relevant strategies and contribute to the delivery of directorate objectives. Policy and Compliance • Input as required to the development of strategies and policies. • Provide guidance and support to stakeholders as required to ensure policy and specification compliance. People & partnerships • Deliver high quality technical advice/ services engaging a range of stakeholders. • Liaise, communicate and build relationships with other departments, customers, partner organisations, agencies and/or contractors to engage and consult on plans or projects as appropriate. • May manage a team to deliver standardised processes and ensure all officers are appropriately supervised, managed and trained. Resources • Ensure that work and projects are delivered within agreed resources and assist with budget/resource management in accordance with organisational policies and procedures. • May have delegated responsibility for a budget(s). Analysis, Reporting & Documentation • Assess data and conduct analysis in a technical area, presenting results and putting forward recommendations to support decision making.

	Duties for all Values: To uphold the values and behaviours of the organisation. Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity. Health, Safety & Welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others. To have regard to and comply with safeguarding policy and procedure as appropriate.
Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics	• Appropriate technical qualification at Degree, HND or HNC level. • May require a specialist technical qualification or membership of an appropriate professional institution. • Sound understanding of subject matter, legislation, principles and practices relevant to the technical area. • Ability to apply project management principles and techniques to manage a range of projects through to completion. • Practical or professional experience and understanding of a specialist area or supporting service teams and/or providing support to the public. • Ability to work on own initiative, with solution focused problem solving skills. • Proven written and oral communication with the ability to engage and work in collaboration with others. • Comprehensive knowledge of computerised business systems.
Details of the specific qualifications and/or experience if required for the role in line with the above description	Significant experience in a related field such as ecology, geotechnics, natural environment. Understanding of the planning process. Eligibility for membership of an appropriate professional body (e.g. RTPI, CIEEM).
Role Summary	Roles at this level are technical specialists professionally qualified in their specialist area. They will provide technical and regulatory guidance and advice to a range of stakeholders in order to assess and mitigate risk and monitor and ensure compliance with relevant requirements. They will have a fair degree of autonomy and work closely with a range of technical and non technical stakeholders. Forward planning could be for months ahead and the role will contribute to longer-term development.

Manager's role title	
Reference Number	BM-2026-131