

Position Description

Position Title:	Technical Officer (Planning)
Position Number:	DVL276, DVL277, DVL278
Department:	Development Services
Reports To:	Coordinator (Streamlined Assessment)
Supervises:	Nil

Organisational Environment

Located between Brisbane City and the Sunshine Coast, Moreton Bay is one of Australia's fastest growing urban regions. Moreton Bay has a strong and connected community that enjoys a coastal and pristine natural environment as well as thriving community and cultural hubs, vibrant entertainment options and award-winning commercial, educational, medical, leisure and residential precincts.

Development Services is shaping a better Moreton Bay by assessing and managing the effects of development on the community and environment of Moreton Bay, working in partnership with the development industry to design and construct infrastructure for the community as well as levying and recovering infrastructure charges to fund new and upgraded major community infrastructure.

Position Purpose

Reporting to the Coordinator (Streamlined Assessment) within Development Services, the Technical Officer (Planning) will support the assessment of the land use impacts of development in the Moreton Bay region.

Specific Accountabilities

Description
Organising and Operating
Lead the assessment of development applications and provide sound and impartial advice to Council or its delegate, on straightforward land use and development matters.
Support the assessment of development applications and provide sound and impartial advice to Council or its delegate, on land use and development matters with high and moderate complexity.
Coordinate the process by which the assessment of a development takes place.
Lead the levying and recovery of the cost of infrastructure.
Support continual improvement through informing the development of, and implementing policies, procedures and performance measures.
Contribute knowledge, prepare reports, procedures, correspondence and represent Council as required.
Stakeholder Relations
Liaise with the internal and external stakeholders and senior management as required.
Contribute to industry and community consultation on services, enhancements and issues of concern.
Constructively deal with any customer service/complaints referred for action.



Work location

You may be required to perform your role from any work location within the region.

Diversity undertaking

You may be required to perform duties outside the specific responsibilities within the limits of your skill, competence and training.

Position Dimensions

Staff Resources: Nil
Section or program budget: Nil

Decision Making Authority

Policy: Interprets and applies policies

Delegations: Delegations under the *Local Government Act*.

Knowledge, Experience, Qualifications and Attributes

- Diploma in Town Planning or other relevant qualification.
- Construction Induction Card competency that has been used or obtained within the past 2 years.
- Current C class driver's licence.
- Foundational knowledge of the planning and development legislation in Queensland.
- Foundational knowledge of the State Planning Policy, the SEQ Regional Plan, the Planning scheme, the Adopted Infrastructure Charge Resolution and the Queensland Development Code.
- Demonstrated ability in facilitating development with good long-term community outcomes.
- Awareness of the legislation, policies and procedures relevant to local government in Moreton Bay.
- Demonstrated ability in verbal and written communication, including the use of various information and communication technologies.

This position description is a true reflection of the current requirements of the role. Where appropriate, employees will be consulted on the changes and employees are expected to participate in consultation.

I have read, understood and accepted the responsibilities as outlined in this position description.

Signature: _____ **Date:** _____