



Position Description

Title:	Senior Planner
Group:	Transport Services
Reports to:	Team Leader, Poutiaki Taiao Environmental Planning
Band:	17
Date:	September 2021

Context

Our purpose ***Waka Kotahi. Moving. Together***
 A land transport system connecting people, products and places for the thriving Aotearoa.

Group and team purpose

Transport Services is an end-to-end business group that focuses on our transport system – from policy and planning, through design and delivery, to maintenance and operations. We have some of the most capable and motivated people in the industry providing a transport system that enhances the way New Zealanders live, travel work and connect.

Planning (consenting) considerations are integral, and often precursory, components in many Waka Kotahi projects. The purpose of the Environmental Planning team is to provide specialist advice on statutory applications, pathways and processes, from project development through to maintenance and operation.

Position purpose

The purpose of this role is to provide planning input and coordinate Waka Kotahi's responses to third party land use and subdivision proposals and enquiries; and provide input into statutory planning processes to promote and protect the Waka Kotahi functions (e.g. safety and efficiency of the land transport network). The role also involves support for the delivery of the planning / consenting workstreams associated with state highway activities (including designations, resources consents, Heritage NZ authorities and Department of Conservation permits). The role will also involve representing Waka Kotahi in Council Hearings. There is a strong external focus with the role requiring interaction with the landowners and developers, consultants and councils.

Key relationships

Internal:

- Team Leader, Manager and Senior Managers.
- Network Managers and Safety Engineers.
- Project Managers.
- Property and Legal teams.
- Transport Services group.
- SP Planning team
- All other business groups.

External:

- Land owners and occupiers.

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- Applicant.
 - Consultants and contractors.
 - Local authorities.
 - NOC suppliers.
 - Iwi
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Dimensions

Location: Main Waka Kotahi office

What the position involves

Accountabilities

As well as being accountable for the Waka Kotahi values and behaviours (see below), you will also:

- Liaise with network managers, safety engineers, project managers and property to identify the effects of proposals on the transport network and prepare recommendations for necessary mitigation.
- Liaise with resource consent applicants to identify and agree information requirements, mitigation.
- Liaise with councils to promote Waka Kotahi's position with respect to third party activities and their effects on the transport network.
- Liaise with councils and prepare/contribute to submissions regarding RMA plan reviews.
- Respond to planning enquiries in a timely and responsive manner.
- Represent Waka Kotahi at hearings, meetings and other forums.
- Contribute to consenting and approval processes for SH projects, including input into development of consenting strategies, consent/permit/ authorisation applications and NOR.
- Help to coordinate alignment across internal teams working on state highway consenting matters.
- Work with suppliers to help ensure they clearly understand consenting and compliance requirements and work in a collaborative manner.
- Build and maintain relationships with key stakeholders, internally and externally, including System Management, Project Delivery, iwi, councils, Heritage NZ, Department of Conservation and key developers/consultants.
- Engage effectively with colleagues as well as develop professional relationships across the wider regulatory planning sector.
- Collaborate with other planners to achieve alignment of regulatory planning approaches.
- Help to prepare and review reports and recommendations to Waka Kotahi decision makers.
- Ensure files and databases are kept up to date and records are maintained.
- Input into business cases as required.

There is an expectation that the role accountabilities may evolve over time. You may also be involved in other activities as part of a career and development plan. These will be reflected in your performance and development goals that are set in discussion with your People Leader.

Working effectively with Māori

Te Ara Kotahi – our Māori Strategy – supports Waka Kotahi to work effectively with Māori and is underpinned by uara (values) and our mātāpono (principles) of:

- Rangatiratanga;
- Manaakitanga;
- Kaitiakitanga;
- Whanaungatanga;
- Te Tiriti o Waitangi;

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- Mana o te Reo;
 - Huna Kore (no surprises approach);
 - Auahatanga (creativity and innovation);
 - Whakapono (integrity and honesty); and
 - Recognition of Cultural Values.

As Waka Kotahi is an agent of the Crown, Te Tiriti o Waitangi/The Treaty of Waitangi is important to everything we say or do. We recognise it as an enduring document central to New Zealand's past, present and future. Building and maintaining meaningful relationships is important to work effectively with Māori, stakeholders and other agencies.

We accept our privileged role and responsibility to the partnership of the Treaty of Waitangi / Te Tiriti o Waitangi.

Values and Behaviours

Our values and behaviours underpin everything we do and form the core behavioural expectations for your role.

NGĀKAU AROHA *Have heart* means we have the wellbeing of our people, community and planet at the heart of everything we do. As Waka Kotahi we:

- Contribute to a safe and sustainable work environment.
- Show respect for all people.
- Treat others how we would like to be treated.
- Are inclusive and connected.
- Look out for each other.

KOTAHITANGA *Better together* means we achieve great things when we work together to build trusted relationships inside and outside of Waka Kotahi. As Waka Kotahi we:

- Build better relationships.
- Join up our thinking and our doing.
- Remove barriers to collaboration.
- Seek and listen to others to learn and grow.
- Invite conversation and feedback and always improve.

KIA MĀIA *Be brave* means our outcomes are better when we bring courage and self-belief to our passion and purpose. As Waka Kotahi we:

- Speak up when it matters.
- Challenge to achieve the right outcome.
- Make and own the tough decisions.
- Find different perspectives to challenge thinking.
- Face up to the difficult issues.

MAHIA *Nail it* means we create enduring legacy, delivering our best work every day. As Waka Kotahi we:

- Are clear on what's important.
- Deliver on the right outcomes.
- Hold ourselves to account.
- Help others succeed.
- Celebrate success.

As a member of the state sector we also hold ourselves to the highest standards of integrity and conduct.

SPIRIT OF SERVICE

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āiane, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

More information on all the behaviours and standards are included in the Waka Kotahi Te Tikanga Whanonga – Our Code of Conduct.

The value you will bring

Knowledge and experience:

- 5-10 years' experience in Resource Management Act planning.
- Sound knowledge of the Resource Management Act, including designation, consenting and policy/plan provisions.
- Working knowledge of the Land Transport Management Act, Government Roadway Powers Act, Local Government Act, Heritage New Zealand Pouhere Taonga Act and Conservation Act; as well as other relevant Acts which Waka Kotahi may have responsibilities under (e.g. Building Act, Climate Change Response Act).
- Experience with district and regional plan development and change processes.
- Experience with consenting processes (e.g. preparing/reviewing/processing applications).
- Experience with projects (e.g. input into/preparation/review of consenting strategies, consent applications, NORs, outline plans).
- Knowledge of project management techniques and experience in the implementation of these across multi-discipline project teams.
- The ability to build and maintaining effective relationships.
- Strong written communication skills, including experience writing submissions, consents, notices of requirement and outline plans.
- Strong oral communication skills.
- An understanding of the transport sector across the project life cycle from transport planning, through construction to network management.
- Ability to effectively identify risks (e.g. legal/reputational).
- Ability to process complex/conflicting technical information and draw and represent conclusions.
- Excellent problem-solving skills.
- Experience/understanding of the business case approach would be a bonus.

Qualifications:

- Tertiary qualification in planning, resource management or other relevant field.
- Current and valid full New Zealand drivers license.

You will demonstrate knowledge of, or a willingness to gain an understanding of Te Ao Māori and promote tikanga and Te Reo Māori. You will also have knowledge of, or a willingness to gain an appreciation of te Tiriti o Waitangi (the Treaty of Waitangi) as it applies in the public sector.

To learn more about what we do visit www.nzta.govt.nz