

Role profile

Job Title:	Principal Environmental Protection Officer (Acoustics)
Department:	Environmental Health & Trading Standards
Directorate:	Housing & Environment

Grade:	12
Post no.:	48752
Location:	Perceval House

Role reports to:	Environmental Protection Manager
Direct reports:	None
Indirect reports:	Apprentices/work experience students

Job description

This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the council and the requirements of the job.

Purpose of role

- To Discharge the Councils statutory and non statutory functions under the prevailing legislation, strategies, policies and development plans where they concern matters relating to Environmental Protection and Pollution including, Air, Land, Light, Radiation, Noise, Vibration, Waste Management and Water Quality.
- To act as lead officer for complex investigations and requests for service, liaise with relevant external agencies and take appropriate enforcement actions in relation to noise (acoustics) matters.
- To undertake acoustic assessments and noise surveys with reference to relevant British and Industry Standards. Authoring expert acoustic reports for the purpose of providing evidence in support of criminal and civil proceedings.
- To act as lead officer to other council departments such as Planning, Building Control, Housing, Highways and Licensing on noise and vibration matters.
- To lead in the execution of specialised projects arising from a need identified by the service, Council or external agencies.
- To work collaboratively with other teams and departments towards achieving the Council's strategic objectives when the matter in hand is complex or of a sensitive nature.

Key accountabilities

1. To undertake and discharge the responsibilities of a duly appointed and warranted Principal Environmental Protection Officer (Acoustics).
2. To achieve compliance with relevant legislation.
3. To exercise warranted powers and authority to make application to Court under Environmental Protection and associated legislation.
4. To act as the Council's specialist and where appropriate expert witness on matters within the post holder's professional expertise and where appropriate, making such expertise, knowledge and experience available to the team, Community Safety and Council.
5. To attend Council and other meetings, criminal and other courts, tribunals and enquiries and other forums as required to present reports, training, information and evidence.
6. To assist in the determination of Control of Pollution Act (COPA) 1974 section 61 applications and works dispensations.
7. To assist with the monitoring of air pollution, when situations demand.
8. To act as a point of reference and provide training, utilising the expert knowledge, professional interpretation of legislation and guidance as applicable in the support of Environmental Protection Officers in the team as well as Community Safety and Council.
9. Produce specialist guidance on matters within the post holder's knowledge, expertise and professional competence. Including, interpretation of legislation and applicability as well as implementation of compliance codes, best practice and working procedures/protocols.
10. Support the Environmental Protection Manager in the setting and achievement of service objectives and performance targets for the team.
11. Deliver Environmental Protection services with a 'One Council' approach, having regard to other services' priorities.
12. Build and maintain good working relationships with internal and external partners to ensure the Council's statutory duties, obligations and policy commitments are met.
13. To deputise for the Environmental Protection Manager as and when required.
14. To respond as required, commensurate with the post holder's levels of responsibility at times of civil emergency or to meet exigencies of the service.

Key performance indicators

- Punctual and comprehensive response to, and resolution of, service requests
- Inspection and assessment of areas, premises and properties to identify hazards, defects and non-compliance
- Instigation of enforcement action where appropriate to achieve positive outcomes
- Timely achievement of targets and work programmes
- Carrying out work to the applicable legislative and departmental standard
- Accuracy and reliability of work including record keeping and updating information systems

Key relationships (internal and external)

- Other Council Staff.
- Ealing residents and businesses
- Ealing business community.
- External organisations e.g. DEFRA, GLA, Environment Agency

Authority level

- Work collaboratively with staff in the team, other internal and external services, partnerships and external agencies. Undergo training and development.
- Evidence handling and ensuring continuity of evidence
- Maintenance and calibration of complex and sensitive equipment including noise meters and pollutant analysers
- Ensure legal work meets appropriate standards and acting as an Authorised Officer of the Council under the Environmental Protection Act and attendant legislation.

Person specification

Essential knowledge, skills and abilities

1. Comprehensive theoretical knowledge and experience of the relevant legislation, regulations and guidance associated with Environmental Protection and Pollution.
2. Substantial practical skills to effectively carry out the duties in respect of a Principal Environmental Protection Officer (Acoustics).
3. Ability to manage projects and develop and deliver work programmes and produce work procedures.
4. Ability to work in partnership with stakeholders to achieve shared outcomes.
5. Ability to prepare complex legal documents and statutory enforcement notices.
6. Ability to identify and recommend service improvements.
7. Excellent customer relations and mediation skills.
8. Ability to be flexible and manage own work within changing business demands.
9. Demonstrable effective use of a variety of ICT to retrieve information, monitor and evaluate business and individual performance.
10. Excellent communication skills both written and verbal with the ability to report, present and communicate information effectively.

Essential qualification(s) and experience

1. Significant experience in criminal and civil enforcement.
2. Significant experience in authoring witness statements, legal files and expert acoustic reports.
3. Significant experience in undertaking and managing complex and technical investigations leading to relevant enforcement interventions and outcomes including prosecutions.
4. Experience in undertaking technical appraisals of acoustic reports and assessments including detailed acoustic measurements, analysis and interpretation of noise impact assessment reports, with reference to relevant British and Industry Standards (BS8233, BS4142, BS5228 EU Environmental Noise Guidelines, Building Bulletin 93, NPSE, NPPG, NPPF and others).

5. Experience undertaking environmental noise surveys and assessments, including the review of Construction and Environmental Management Plans (CEMPs).
6. Experience presenting complex acoustic evidence in court and public hearings acting as an expert witness.
7. Experience in the determination of Control of Pollution Act (COPA)1974 section 61 applications and works dispensations.
8. Experience of meeting performance targets and delivering high standards of customer care.
9. Significant experience of working with partner organisations.
10. Experience of technical supervision of staff, students or contractors.
11. Experience of applying Equalities/Diversity guidance to team work to promote Council policies.

Qualifications

12. Institute of Acoustics (IoA) Diploma in Acoustics and Noise Control or equivalent post graduate qualification.
13. Evidence of continuous professional development.

Values and behaviours

Improved life for residents	Trustworthy	Collaborative	Innovative	Accountable
<ul style="list-style-type: none"> • Is passionate about making Ealing a better place • Can see and appreciate things from a resident point of view • Understands what people want and need • Encourages change to tackle underlying causes or issues 	<ul style="list-style-type: none"> • Does what they say they'll do on time • Is open and honest • Treats all people fairly 	<ul style="list-style-type: none"> • Ambitious and confident in leading partnerships • Offers to share knowledge and ideas • Challenges constructively and respectfully listens to feedback • Overcomes barriers to develop our outcomes for residents 	<ul style="list-style-type: none"> • Tries out ways to do things better, faster and for less cost • Brings in ideas from outside to improve performance • Takes calculated risks to improve outcomes • Learns from mistakes and failures 	<ul style="list-style-type: none"> • Encourages all stakeholders to participate in decision making • Makes things happen • Acts on feedback to improve performance • Works to high standards