

	<h1>Job Description</h1>	Issue: 01	Document Reference: CPMS/F/ADMIN/103
		Issue Date: Jan 2019	Author:

<b>Post:</b>	Consents and Environmental Manager
<b>Reports to:</b>	Project Manager

## 1. Role Responsibilities

1. Establish and maintain a fully integrated work method to provide and carry through the full and timely delivery of unencumbered work-sites. Monitor all forms of required consents prior to hand over, and monitor evidence of all works being completed in a manner that satisfies all conditions set out by the consents granting bodies.

2. Manage the preparation of an Environmental Statement for the Programme including the provision of specialist input.

3. Co-ordinate environmental specialists involved in the process of obtaining all consents required by environmental legislation and any conditions pertaining to environmental matters attached to the Transport and Works Act (TWA) Order.

4. Provide input to a list of advance works in respect of environmental specialisms, e.g. archaeology, ecology, heritage matters arising from works on listed buildings.

5. Develop and implement a process for identifying and approving any additional environmental design requirements that may arise and passing them to the designers.

6. Manage the Environmental Management Plan (EMP) process so that EMP Guidance Notes are prepared in conjunction with relevant local and statutory authorities in respect of each works package and that the guidance notes are passed to the consultants/contractors before they commence the project definition stage of their works.

7. Manage and comply with Company procedures to provide appropriate resources, communication strategies, training, competency and evaluate fitness of staff to safely deliver their accountabilities.

## 2. Role Qualifications and Experience

### Essential

- Experience in implementing environmental requirements for major infrastructure projects
- Excellent interpersonal and communication skills (verbal and written)
- Comprehensive knowledge and appreciation of environmental and project management disciplines to a high standard.
- Membership of relevant institution

### Desirable

- A degree or equivalent
- Knowledge of investment processes and procedures
- Knowledge and understanding of project and contract management

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- General knowledge of Construction Design & Management (CDM) Regulations 2015.

Briefed by:	Name:	Signature:	Date:
Post Holder:			