



## Job Description

Service:	Development Management (Planning)
Job title:	Arboricultural Officer
Grade:	G
Hours of work:	37
Responsible to:	Conservation and Environment Team Leader
Responsible for None	
Direct reports:	Conservation and Environment Team Leader / Planning Services Manager
Budget:	None

### **Purpose of Post:**

To provide specialist arboricultural advice to the Council in order that the Council fulfils its statutory obligations under the Town and Country Planning Act with regard to trees and hedges. To take the lead in the implementation of the Council's Tree Strategy.

### **Main Duties and Responsibilities:**

1. To have responsibility for the Councils range of statutory duties: the application and administration of legislation pertaining to trees that are subject to Conservation Area designations and Tree Preservation Orders.
2. To provide expert advice to assist Development Management officers to determine planning applications by assessing the impact of development on trees and hedgerows and the formulation of conditions to protect existing tree stock and enhance future tree stock within the District.
3. To consider and make and manage Tree Preservation Orders.
5. To provide arboricultural reports, statements and evidence, acting as professional witness on behalf of the Council at committee meetings, cabinet briefings, appeal hearings and public inquiries.
6. To undertake enforcement action relative to tree legislation. Working with the enforcement team to provide professional evidence and statements in pursuance of prosecution and if necessary appear in court.
7. To lead on the implementation of action plan contained within the Council's adopted Huntingdonshire Tree Strategy 2020 - 2030.
8. To contribute to the development of policies that ensure that the contribution made by trees and hedgerows to the quality and landscape of Huntingdonshire is fully recognised and safeguarded within the Local Plan, and any other relevant documents and initiatives.
9. To provide specialist technical advice to departments within the Council in relation to the Council owned tree stock.
10. To work with and support the arboricultural administrator in the processing of protected tree applications.

<p><b>Knowledge and Qualifications</b></p>	<p>Level 6 Professional Diploma in Arboriculture, BSc in Arboriculture or equivalent arboricultural qualifications plus experience (Level 4 or FdSc Arboriculture may be considered)</p> <p>Full Chartered Status of a relevant professional body/institute, or working on pathway to professional membership / chartership.</p> <p>LANTRA Professional Tree Inspection Qualification.</p> <p>Detailed knowledge of current arboricultural working practices and management.</p> <p>In-depth knowledge of tree related procedures and legislative controls as detailed within the Town and Country Planning Act and associated relevant legislation.</p> <p>Knowledge and experience of Planning Development work and providing technical arboricultural advice to other professionals.</p> <p>Knowledge and skills to present arboricultural information at planning appeals and any prosecutions</p> <p>Significant experience of tree assessment and ability to make accurate judgements based upon their health and condition.</p> <p>Experience working in similar arboriculture officer, consultancy or technical expert role.</p> <p>Experience of managing environmental projects with a view to implementing the District Council's Tree Strategy.</p> <p>Excellent verbal and written skills, including report writing.</p>
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	<p>Excellent listening and communication skills with the ability to handle challenging/sensitive situations</p> <p>Ability to work flexibly on own, initiative to solve problems and work as part of a team of professionals.</p> <p>Ability to organise and prioritise workload to meet conflicting deadlines</p> <p>Experience of providing support and leadership to fellow officers in an arboricultural field.</p> <p>Standard keyboard skills and ability to communicate through IT using packages such as Word, Outlook, Excel and PowerPoint. Experience of GIS desirable.</p> <p>Experience of working in a customer focused environment</p> <p>Current driving licence.</p>
<p><b>Experience</b></p>	<p>Range of experience in arboriculture in particular that gained within the context of the planning/development process</p>
<p><b>Communication with Internal and External Customers</b></p> <p>What customers the applicant would be in contact with in the job</p>	<p>Internal customer contact 40%</p> <p>External customer contact 60%</p> <p>Internal Heads of Service, Planning Service Managers, Team Managers, Team Leaders and planning/other staff.</p> <p>External Developers, Agents, Landowners, Residents, Members, other Councils' Officers, Town and Parish Councils, Agencies and Organisations.</p>
<p><b>HDC values</b></p>	<p>The values outlined below reflect our collective positive attitude and how all</p>



staff are expected to work together as one team.

**Inspiring:** We have genuine pride and passion for public service; doing the best we can for customers.

**Collaborative:** We achieve much more by working together, and this allows us to provide the best service for customers.

**Accountable:** We take personal responsibility for our work and our decisions, and we deliver on our commitments to customers.

**Respectful:** We respect people's differences and are considerate to their needs.

**Enterprising:** We use drive and energy to challenge the norm and adapt to changing circumstances. We are always ready for challenges and opportunities, and we embrace them.

### **Safeguarding and promoting the welfare of children and young people/vulnerable adults**

Huntingdonshire District Council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.