

Role Statement



TITLE OF POSITION: PLANNING OFFICER, ROSAS IMPLEMENTATION
CLASSIFICATION LEVEL: PO-1

Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by providing safe, effective and efficient planning, transport and infrastructure networks across the state and facilitating development of the State's Infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

DPTI is a values based organisation and relies on its people to live the values through positive behaviours to improve outcomes for employees and all South Australians.

By working together we capitalise on a unique and powerful opportunity – to connect with every part of our community and deliver positive outcomes every day.

Division

The Development Division provides a focus upon the economic opportunities that need to be realised to bring investment and employment to the State. The Development Division comprises 6 directorates: Information and Strategy, Investment Management, Architecture and Built Environment, Property, Planning and Transport Policy, and the Office of Recreation and Sport.

The Investment Management Directorate is responsible for assessing private development of State significance, in areas of strategic significance to the State, and out of Councils, that are determined by the Development Assessment Commission. The Directorate is also responsible for assessing and advising on Major Development and projects, Crown development and State Infrastructure projects determined by the Governor and/or Minister for Planning. In addition the Directorate manages the State's land division system (applications, approvals and title registration), and the Planning and Development Fund.

The Division has an underlying can do attitude and a willingness to bring people together to find solutions to often complex problems. The Directorate is based on strong, repeatable processes and systems and growing relationships with key stakeholders that seek to set exemplary examples through continuous improvement, cultural reform and education.

The Division is partnering with Renewal SA in the implementation of the Renewing our Streets and Suburbs (ROSAS) Program – 5 Year Housing Strategy. ROSAS' intent is to create an urban renewal project utilising Government assets including South Australian Housing Trust owned assets, surplus government land holdings and Renewal SA land holdings. The program will bolster private sector investment opportunities and create jobs by increasing the level of urban infill (more than 80% of new housing within 10km of the central business district), provide more affordable housing opportunities, and grow the not-for-profit community housing sector.

Directorate:
Position Number:
ANZCO Code:
Location: #PO1 Template #



Government of South Australia
Department of Planning,
Transport and Infrastructure

Role Overview

The role assists in providing expert advice and undertakes tasks on a range of projects and programs that implement the Planning Strategy and other strategic outcomes. The key focus areas for this role are participating in the provision of expert planning advice in:

- the lodgement and processing of development applications under ROSAS.
- assessing development applications, including those called in by the Coordinator-General, and Crown and Major Developments.

The role reports to a Team Leader in the Development Division. The Planning Officer will work under the guidance of more senior staff and will provide support to colleagues on a range of project and program outcomes. Key internal and external relationships will be with DPTI staff, other State and Local Government Agencies, the Development Policy Advisory Committee/ Development Assessment Commission, development industry groups, private organisations and community groups.

Key Outcomes of the Role

The Planning Officer is required to undertake a wide range of activities which may include all or any of the following:

- a. Participating in a broad range of processes relating to the implementation of the Planning Strategy, planning policy or assessment of development applications.
- b. Providing professional advice and recommendations to the Development Assessment Commission, Minister for Planning and/or their delegate in relation to straightforward development applications.
- c. Undertaking and/or supporting professional projects and/or activities that may include investigations, assessments, planning and change and improvement functions.
- d. Selecting, adopting and contributing to the review of new professional discipline techniques, technologies and methodologies to resolve problems.
- e. Undertaking research, analysis, interpretation of findings and preparing technical documents, correspondence reports that support the management of assigned programs, projects, assets, systems and/or services.
- f. Maintaining records and systems and contributing to the development of professional standards, programs, projects, assets, systems and/or services.
- g. Liaising with internal and external stakeholders to address concerns associated with, and to progress and provide input into, assigned programs, projects, systems and/or services.
- h. Contributing to a safe, diverse and healthy work environment free from discrimination and harassment by working in accordance with legislative requirements, the [Code of Ethics for the South Australian Public Sector](#), equal employment opportunity and departmental human resource policies, including Work Health Safety and Wellbeing requirements.
- i. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

Special Conditions and Essential Requirements

- a. Knowledge of the respective roles of State and Local Government and private sector in planning and development and of the planning issues current in South Australia.
- b. Knowledge of strategic planning frameworks, planning policy and/or the processing and assessment of development applications.

Qualifications / Licences

- a. A recognised degree or recognised post graduate qualification in the discipline of planning or such qualifications in urban and regional planning, or geography, natural resource management or related disciplines to satisfy requirement for prescribed qualification for the purpose of Regulation 86 of the *Development Regulations 1993*.
- b. Current Driver's license.

Person Capabilities

- a. Demonstrated ability to work respectfully and effectively with Aboriginal and Torres Strait Islander people and an understanding of Aboriginal cultural values and social issues and ensuring programs and services are accessible and meet Aboriginal community needs.
- b. Demonstrates a commitment to exhibiting and inspiring their team members and workforce to actively engage in the behaviours that reflect the DPTI values and behaviours including:
 - i. **Collaboration** – “At DPTI we work collaboratively as one team to serve the South Australian Community. This means our diversified teams work together to achieve our shared goals.”
 - ii. **Honesty** – “At DPTI we are honest, open and act with integrity. This means we are truthful, sincere and transparent in our decision making and act at all times in such a way as to uphold the trust of the people we work with.”
 - iii. **Excellence** – “At DPTI we are committed to excellence in everything we do. This means we use our energy, skills and resources to make whatever we're doing the best. We are committed to ensuring the Health and Safety of our employees and customers.”
 - iv. **Enjoyment** – “At DPTI we enjoy our work and recognise our success. This means we have fun at work, celebrate our achievements and foster an environment where our people can thrive”.
 - v. **Respect** – “At DPTI we respect, understand and value ourselves and every person in our business. This means we listen, embrace diversity in others and have a consistent application in our approach to one another.”
- c. Exhibit behaviours that model integrity, professional accountability and diversity across the department, across-government, and community interactions in line with the SA Government's Code of Ethics and the *Equal Employment Opportunity Act 1987*.
- d. Demonstrates commitment and accountability to the implementation of the Premier's Safety and Wellbeing Declaration and requirements of the *Work Health and Safety Act 2012*, utilising AS/NZS ISO31000:2009 Risk Management or equivalent.
- e. Analyses and develops responsive solutions to professional problems, while working within DPTI systems, processes and policies.
- f. Knowledge of the discipline and the issues, risks, trends and directions associated with the span of assigned functions including an understanding of relevant quality and risk management requirements.

- g. Ability to work under reduced professional direction and undertake professional duties for the development, implementation and improvement of programs, projects, systems, policies and/or services.
- h. Demonstrated ability to communicate effectively, succinctly and accurately, in writing and verbally, in a professional and tactful manner including successfully liaise with people at all levels.

Delegate Approval

.....
Robert Kleeman

.....
Signature

Date: / /