

Environment and Sustainability Manager

Major Projects

Last Modified: 15 August 2024	
Group: Infrastructure Delivery	Job family: Science & environment
Manager's title: Delivery Support and Integration Director	Manager once Removed's title: HOB Major Projects
Hours worked per week: As required	Primary work location: Parramatta
Flexibility options available:	
<input checked="" type="checkbox"/> Flexible hours of work (varied start and finish times) <input type="checkbox"/> Shift swapping <input type="checkbox"/> Rostered days off <input type="checkbox"/> Part time <input type="checkbox"/> Job share <input type="checkbox"/> Remote working (such as working from home)	
Number of direct reports: ~10	Number of staff once removed: 5+
Pay Level:	<input type="checkbox"/> Award Choose an item. <input checked="" type="checkbox"/> Individual Contract of Employment (ICE) ICE 3

Purpose of the role

The purpose of the position is to lead the successful management of environmental approvals, assurance and sustainability for the development and delivery of the Major Projects Portfolio.

The Major Projects investment program includes works from need identification, planning, concept design and approvals to design and construction, commissioning and handover as well as benefits realization. This role will lead the identification and management of environmental and sustainability matters to support these activities. The position leads and facilitates collaborative working between Sydney Water and Special Purpose Delivery Consortia to deliver complex programs of work and the successful operation of Major Projects.

The role will be accountable for managing strategic liaison and building long term trusted internal, key government agency and supply chain relationships. The position will establish and implement effective and integrated management of environmental and sustainability matters to support the development and delivery of major projects, leading a team and bringing together multi-disciplinary professionals from across Sydney Water, our key stakeholders and our supply chain partners to deliver value.

The purpose of the Major Projects business is to ensure that the high value, high profile and strategically important capital investments Sydney Water makes are developed and delivered successfully with great customer outcomes. Quality assurance is crucial for successful development and the ultimate delivery and handover of significant assets for Major Projects to achieve strategy realisation and value creation from a customer, economic and environmental perspective.

Section 1: Accountabilities

Direct and indirect reports (where applicable)

Direct Reports – Environment and Sustainability Leads, Environment and Sustainability Advisors

Safety and leadership expectations

Leadership

- Management accountability for Major Projects Environment and Sustainability Team, and oversight of distributed environmental and sustainability specialists as dictated by the scope and nature of the Major Projects portfolio
- Will make decisions with very significant financial implications (\$500m - \$1bn) and function with a high level of autonomy
- Engage staff to understand Sydney Water's corporate strategy and direction, and role model SW values and behaviours to create a positive and productive working environment.
- Align staff to Major Project's vision and objectives and build a high-performance culture through role clarity, open and constructive communication and effective leadership practices.
- Manage leave and other flexible working arrangements of staff to ensure levels of service are maintained, and the needs of the business are met.
- Coach and develop capability of team members to enable delivery against KPIs, and to facilitate succession planning and career development.
- Performance management as required to ensure a high-performance culture is maintained.
- Exercise astute judgement in managing confidential and sensitive information that has the potential to impact on organisational performance and reputation.

Safety

- Commit to being Safe & Well Together in meetings such as sharing lessons learned and Safety moments.
- Participate in health, safety and wellbeing activities such as wellbeing support activities, incident investigations, safety meetings, safety inductions and safety training.
- Exhibit visible safety behaviours to all staff and develop, share and implement a personal safety action plan.
- Support staff wellness and resilience during a time of significant technological and process change.
- Support the safety and security of the workplace.
- Support the safety of all staff and contractors.
- Participants in ongoing process and system improvements to support and improve business efficiently and risk management, and staff work environment.

Accountabilities and deliverables

- Accountable for ensuring the portfolio of major projects identify appropriate planning pathways and secure and deliver against all requirements of associated environmental, land use, sustainability and other related statutory approvals.
- Oversee the provision of strategic environmental and sustainability services, including resource planning to enable the delivery of the suite of Major Projects at any given time.
- Advise on the relevant environmental and sustainability requirements for all phases of Major Projects from planning and project development to operational handover and benefits realization, including advising on the environmental and due diligence requirements associated with major (\$100m +) commercial transactions

- Build and foster constructive relationships with key external agencies (INSW, DPFI, EPA etc) and partners (major developers, partners in innovation etc) involved in the assurance, development and delivery of major projects
- Secure relevant environmental and sustainability related approvals across the portfolio of Major Projects through each gateway from multiple stakeholders within Sydney Water and key stakeholders external to Sydney Water.
- Lead the delivery of the assigned Major projects to meet our environmental and related compliance obligations and responsibilities, driving high environmental performance.
- Ensure the implementation of the Sydney Water Environment Management System to the suite of Major Projects and assist in the evolution of that system to meet the needs of the Major Projects functions (which will include the needs of the NSW Government and potentially those of the Federal government)
- Identify, develop and manage the delivery environmental training awareness and educational programs relevant to the achievement of the goals of Major Projects
- Manage the implementation of appropriate statistical methodologies and environment tools to monitor and improve project and business performance across the suite of Major Projects
- Oversight of audit findings and corrective actions, improvement opportunities in relation to environmental management for Major Projects
- Oversight of all aspects of environmental performance and associated reporting across the suite of Major Projects to inform assessments of business performance and improvement opportunities
- Oversight of supply chain activities relating to environmental and sustainability performance
- Introduce and implement cost-effective new approaches, methods, innovation and technical tools to improve the quality of our natural resource and environmental management advice
- Determine the quality requirements of natural resource and environment advice within the Major Projects portfolio, or to meet legal and compliance requirements, and agree the quality of other deliverables with the relevant parts of the business
- Oversight construction environmental management planning and compliance, monitoring contractor performance across the Major Projects portfolio, ensuring issues and risks are promptly identified and appropriately managed
- Lead effective cross-organisation and multi discipline integrated teams across Sydney Water and supply chain providers that are capable of working collaboratively to develop and deliver against the performance outcomes for the investment in any given Major Project
- Lead and facilitate alignment, coordination and collaboration to establish a culture of effective challenge, empowerment, and innovation to deliver value through the asset program and drive continuous improvement.
- Work collaboratively across Sydney Water to develop an optimised program of Major Projects activity linked to the needs of the business and aligns with strategic plans and operational goals.
- Ensure the viability and delivery the environmental and sustainability aspects Major Projects taking into account scale of workload, resource capacity and capabilities, continuous improvement activities and program objectives and targets.
- Build and manage stakeholder relationships with the supply chain and senior stakeholders across the business and in the external operating environment, embracing diversity of skills, backgrounds and experience.
- Monitor and advise on key strategic risks from an environmental perspective facing the assigned Major projects from a development and delivery perspective, advising on mitigation actions.
- Ensure that an effective and appropriately skilled environmental contribution to the team is maintained and developed and individual and team performance is optimised in line with strategic goals.

Working relationships (internal and external)

Internal:

Major Projects Leadership Team and Project Teams,
WES environmental teams
Sustainability and strategy business partners

External:

DPFI, DCCEE, EPA, INSW, ISC and other environmental regulators and agencies as required
Contractors and supply chain

Key challenges

- The role operates with a high level of autonomy and establishes strategic environmental management operational priorities in consultation with the Head of Major Projects.
- The role is expected to deliver business environmental management and approval.
- The role is accountable to lead change and improvement in major project development and delivery capability and supports the Head of Major Projects in realising and demonstrating the benefits of the our strategic investments as a business.
- The role contributes to establishing a best-in-class client organization and associated supply chain

Physical and environmental conditions

- Field based Plant based Office based Exposed to loud environment
 Exposed to odorous environment Direct contact with customers

Section 2: Success Measures

Qualifications, licences, and certifications

- Relevant degree qualification (e.g. Environmental Science or Management, Natural Resource Management, Environmental Law) or experience deemed equivalent
- Relevant industry accreditations and professional memberships considered favourably

Experience and skills

- 15+ years' work experience in environmental management and sustainability for delivery of multiple large investment programs
- Demonstrated experience in leading large, multi-disciplinary integrated teams and/or alliances
- Experience in development and delivery and environmental assessment and approvals associated with Major Projects
- Experience in business case development and external government investment assurance processes
- Experience in driving and achieving organisational and program sustainability outcomes within the infrastructure/utilities sector
- Experience with Infrastructure Sustainability Ratings desired
- Advanced high level Government Stakeholder management expertise
- Knowledge of relevant legislation, regulation and policy, including trends in these.
- Understanding of quantitative approaches to valuing the environment, internalising externalities, identifying resources and hierarchies and resource management.
- Knowledge of risk management approaches.
- Understanding of the totex implications of environmental approvals and ability to negotiate optimal outcomes.
- Proven capability in leading positive business change, working across organisational reporting lines and building enhanced client delivery management capability.
- Contract management and administration
- Demonstrated experience in written, verbal and interpersonal communication skills at all levels both internal and external to the organisations, with the ability to establish a high degree of credibility

- Demonstrated experience (a minimum of 10 years) in leading teams, coaching, developing and performance management.
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Additional notes

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the [Acceptable Use of Information Technology Policy](#) and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorized people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.

Sydney Water expects all staff to do other projects and perform additional duties as required