



Job Profile

Lead Planner

Group: Water and Environment Services

Job Summary

To be completed by People and Culture team			
Job Family	Engineering	Career Stage	F
Job Function	Engineering Planning	Career Stream	Professional
Coverage EA = Enterprise Agreement ICE = Individual Contract of Employment	ICE	Last Modified Date	16/04/2024
To be completed by Manager ~ (Team Size relates to People Leadership)			
Work Environment	Hybrid	Team Size	
People Leader	No	Indirect Team Size	

Who we are.

At Sydney Water, we exist for our customers. We're more than 3,500 people working together, striving to do more and be better—better for the environment, our customers, our people, and our water. Our people are passionate about working together, and driving agility, accountability, innovation, sustainability, and exceptional customer experiences.

Sydney Water is the main provider of water, wastewater, recycled water, and stormwater services in Greater Sydney. Our employees are dedicated to our customers, ensuring services are reliable and affordable, we are proactive and easy to engage with, forward-thinking, and environmentally focused.

Working with us means helping to provide essential services, safeguarding Sydney's future with a sustainable water supply, and protecting our iconic waterways. Our strategy guides our journey to enhance customer outcomes and continue delivering robust services to our city into the future.

Job Purpose

Timely development of integrated, adaptive and optimised long-term plans for assets, systems and regions that achieve the organisations objectives, priorities, obligations and customer insights. Responsible for contributions to plans led by other parts of System Planning and Land Acquisition (SPLA) as agreed. The plans will produce outcomes and options that balance levels of service with cost and risk and will include inter-system and cross-product considerations. The investments could be in the range of \$100 million or more. Provide timely support for a program based outcome where applicable.



Accountabilities

Job Specific	As a member of the SPLA team, the Lead Planner is responsible for supporting the development of optimised integrated product and service plans that respond to community needs and achieve Sydney Water's objectives and priorities. • Development of planning activities and processes including preparing and communicating • plans and business cases and ensure the quality of planning outputs and solutions • Working with subject matter experts across Sydney Water to understand, assess and propose plans to deliver required services, while balancing risk and cost. • Balance the requirement to service the customer, develop a constructive culture and demonstrate commercial focus. • Realise integration opportunities across systems, drivers, customers, catchments, resources, materials, products and services. • Develop short, medium and long term infrastructure investment plans and supporting totex (capital and operating) requirements. • Incorporate the following into plans: ○ Align with LTCOP priorities ○ Economic efficiency (lifecycle, cost benefit and cashflow) ○ Growth needs, ○ Compliance and performance gaps ○ Customer preference priorities ○ Prevailing Government policy in relation to service and urban outcomes and ○ Risk appetite • Provide expertise and technical knowledge in water, wastewater, stormwater, system planning and/or integrated water cycle management that contributes to planning outcomes and the development of best-practice planning approaches • Effectively present planning insights, advocate a point of view, addresses difficult questions and resolve planning related conflict in a positive, non-confrontational manner and facilitate complex planning related meetings and discussions. • Work under limited direction. • Make and recommend planning decisions using good judgement, expertise and knowledge, and evaluate risks, governed by the application of regulations, best practice and business policies and procedures • Build rapport and maintain internal and external relationships to enable effective consideration of stakeholder needs and expectations in planning processes and projects as well as an ability to influence and negotiate with planning related stakeholders • Represent SW at Water Industry peak bodies and outwardly promote the achievements of Sydney Water • Manage PSC engagements. • Prepare draft ministerial and stakeholder correspondence
---------------------	---



Role Requirements

Education / Qualifications

Required	Tertiary qualification in Engineering, Infrastructure Management, Planning, Science or a related discipline and a minimum of 10 - 15 years' experience, with demonstrated experience and skills in the development and management of integrated approaches to urban water service and infrastructure planning.
Desired	Post graduate qualifications in Business, Engineering, Infrastructure Management, Planning, Science or similar related qualification.

Certifications / Licences

Required	
Desired	

Experience

Required	- Experience effectively leading and taking accountability for complex planning programs and/or projects, including scoping and delivery of complex projects with several other project interfaces or other interrelated issues. - Demonstrated written, verbal and interpersonal communication skills both internal and external to the organisation, with the ability to establish credibility. - Demonstrated successful experience dealing with stakeholder groups, internal and external. - Experience in coaching, mentoring and technical skill development - Expert knowledge and experience of integrated and adaptive planning approaches, including scenario planning. - Demonstrated experience in challenging status quo practices - Experience in successful project delivery - Experience in successful business case development is desirable. - Experience in project management is desirable. - Strategic thinker with proven planning, influencing, negotiation and facilitation skills. - Ability to optimise and present solutions based on different levels of risk, cost and performance - Demonstrated experience system based planning, design and/or operations (minimum of 10 years) - Excellent written and oral communication skills with a demonstrated ability to prepare advice and briefing notes to senior management.
Desired	

Capabilities and Skills

The capability and skill requirements for this role are identified in the skills profile listed below. This is comprised of Enterprise Capabilities, that are essential for all roles and functional skills, which are specific to each role.

Enterprise Capabilities (F-H)			
Capability	Descriptor		
Accountability	Sets direction and motivates others to hold themselves accountable for achieving goals. Leads by example, collaborates, and sets a high standard for accountability and commitment.		
Agility	Creates team culture to encourage agile ways of thinking and working. Role models flexibility and adaptability in teams/business areas.		
Innovation	Improves or adapts existing methods and processes to achieve greater value. Manages risks, is open to and shares lessons learnt with others.		
Functional Skills			
Skill	Priority	Essential or Desirable	Proficiency level
Water Supply Networks	1	Essential	Advanced
Water Resource Management	2	Essential	Advanced
Strategic Planning	3	Essential	Advanced
Water Services	4	Essential	Advanced
Influencing Skills	5	Essential	Intermediate
Business Acumen	6	Essential	Advanced
Complex Problem Solving	7	Essential	Advanced
Risk Management	8	Desirable	Advanced
Business Writing	9	Essential	Advanced
Proficiency Level Descriptors			
Developing - Building practical experience, needs continued coaching.			
Intermediate - Independent execution, minimal guidance.			
Advanced - Fully independent execution, coaches' others.			
Mastery - Strategic, sought as expert internally and externally.			

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-authorised 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.