

ROYAL BOROUGH OF GREENWICH JOB

DESCRIPTION

DEPARTMENT	Communities Environment and Central	POSTHOLDER
SECTION	Transport/Sustainability	
POST DESIGNATION	Biodiversity Officer	

Purpose of Job:

To develop and lead a customer-focused, borough-wide ecological service by ensuring the effective administration, delivery, and monitoring of ecological assets, including trees. The postholder will support the success of the service through performance reporting, effective budget monitoring, quality assurance, and management of customer enquiries and complaints.

The Biodiversity Officer will provide expert advice on the ecological implications of development, strategic planning, and other proposals, ensuring the Planning Authority meets relevant wildlife legislation, policy duties, and national and local biodiversity requirements. The role supports the protection, management and enhancement of biodiversity across the Royal Borough of Greenwich.

The postholder will provide ecological expertise across parks, open spaces, woodlands, and natural habitats; lead biodiversity management; ensure legislative compliance; support strategic planning and regeneration; and deliver high-quality habitats that contribute to the borough's ecological value and community wellbeing.

Environment Act 2021 – Statutory Duties

The Environment Act 2021 significantly changes how local authorities manage biodiversity. The strengthened Biodiversity Duty requires all public authorities to conserve and enhance biodiversity and introduce statutory reporting requirements.

The Biodiversity Officer will support the Council in meeting these statutory obligations by ensuring:

All public authorities, including councils, must:

- Consider biodiversity in all decision-making
- Seek opportunities to enhance biodiversity
- Complete a statutory Biodiversity Report every five years, setting out:

- Actions taken to conserve or enhance biodiversity
- Policies that support biodiversity
- How decisions consider biodiversity
- Future planned action
- Contributions to the Local Nature Recovery Strategy (LNRS)

Additional responsibilities include:

- Assisting in producing the LNRS
- Ensuring Council plans and policies have regard to the LNRS
- Developing and agreeing policies and objectives, and reporting progress

Summary of main duties and responsibilities

Strategic Leadership & Policy

- Lead the development and implementation of biodiversity and ecological management strategies.
- Update and deliver the Council’s Biodiversity Action Plan.
- Contribute to strategies and targets related to the Council’s Carbon Neutral Plan and Action Plan.
- Support the development of the **Local Plan** and other strategic documents, ensuring alignment with the GLA Local Nature Recovery Strategy and national policy.
- Provide expert guidance to senior managers on ecological impact, conservation priorities and climate resilience.
- Prepare statutory LPA biodiversity reports as required by the Environment Act.
- Act as the borough’s ecological expert, ensuring all work complies with legislation and best practice.

Planning & Development Control

- Provide ecological advice to the Local Planning Authority at all stages: pre-application, screening, scoping, formal application, conditions, and enforcement.
- Support planning enforcement by monitoring ecological mitigation and Biodiversity Net Gain (BNG) delivery.
- Provide expert witness evidence where required to support enforcement action.
- Assess the ecological impacts of development proposals and evaluate the suitability of mitigation and enhancement measures.

- Review BNG statements, metric assessments, drawings and Habitat Monitoring & Management Plans.
- Represent the service at meetings with developers, planning committees, inquiries, and appeal hearings.

Biodiversity & Habitat Management

- Work closely with Parks and Open Spaces teams to ensure correct and ongoing delivery of BNG, including interaction with any habitat banking or off-site unit models.
- Update and support delivery of the Parks and Open Space Strategy.
- Carry out ecological surveys (flora, fauna, habitats) and produce assessments and recommendations.
- Develop and implement ecological management plans for parks, green corridors, river edges, SINC's, and LNRs.
- Advise on wildlife-sensitive grounds maintenance, including mowing regimes, tree management, and seasonal restrictions.
- Identify opportunities for habitat creation (wildflower meadows, wetlands, orchards, pollinator networks).

Regulatory & Legislative Compliance

- Ensure council operations comply with the Wildlife and Countryside Act, Habitats Regulations, Natural England licensing, and BNG legislation.
- Provide ecological input into council-led developments, capital works and infrastructure projects.
- Review applications for ecological considerations and provide expert guidance to planners, designers, and developers.
- Produce ecological reports, method statements and mitigation strategies to ensure legal protection of priority species and habitats.

Community Engagement & Education

- Develop community biodiversity projects and support volunteer, school and resident engagement.
- Lead public events, wildlife walks, talks and citizen-science initiatives.
- Provide ecological training to parks staff, contractors and ground maintenance teams.

Project & Funding Management

- Design and deliver ecological improvement projects from concept through to monitoring.
- Prepare funding bids (GLA, Natural England, Heritage Fund, etc.).

- Manage relevant budgets and procure specialist ecological services.
- Maintain accurate biodiversity data, monitoring records and GIS mapping.

General Duties

- Perform duties in compliance with the Council's equal opportunities of policy, customer care, management of values and health and safety policies. To also have due regard to Data Protection/GDPR policies and to work in line with these.
- To undertake any additional duties of a similar level of responsibility as may be required from time to time.
- Where necessary for the job role or appropriate for continued development in the role, the post holder may be required to participate in training and development courses made available via the Council's Apprentice Levy funding.
- To undertake all duties with due regard to the provisions of health and safety regulations and legislation, Data Protection/GDPR, the Council's Equal Opportunities and Customer Care policies.
- To perform all duties in line with the Council's staff values showing commitment to improving residents' lives and opportunities, demonstrating respect and fairness, taking ownership, working towards doing things better and working together across the council.

Designation of the Post to which the post-Holder normally reports to:

Principal Sustainability Officer