

**SARAH HARRIS****ASSOCIATE OF WOLFPEAK**

ENVIRONMENTAL PLANNING COORDINATOR

Background

Developing environmental compliance management and compliance reporting systems for major infrastructure projects. Specialist skills in environmental approvals, with a focus on State and Commonwealth legislative requirements.

Qualifications

Bachelor of Urban and Regional Planning, University of New England

Expertise

- Environmental impact assessment
- Environmental planning
- Environmental awareness
- Land use and environmental approvals
- Environmental compliance management and reporting
- Community and stakeholder liaison
- Town planning

Relevant Project Experience

CITY OF SYDNEY (MARCH 2015- NOVEMBER 2015)

(Sydney, NSW)

Role Planner/ Planning Assessments

Key Responsibilities

- Project manage development and footway applications from lodgement to determination
- Write high quality development assessment reports
- Customer service at the Planning Counter at Neighbourhood Service Centre
- Resolve complex and sensitive planning issues
- Liaise and consult with applicants, members of the public and other units of Council

AUSTRALIA PACIFIC LNG PIPELINES- ORIGIN ENERGY (JULY 2013- DECEMEBER 2014)

(Brisbane, QLD)

Role Environmental Planner/ Environmental Compliance

Key Responsibilities

- Environmental management guidance and support to field based construction personnel and Environmental and Lands/Legal teams based in Brisbane
- Primary client/contractor interface in relation to environmental approvals and compliance
- Provide advice relating to Landholder Agreement implementation, landholder mediation and dispute meetings
- Undertook audits and inspections with Government departments
- Assistance and preparation of annual returns and other compliance auditing
- Technical review of all audit reports undertaken internally and by third parties
- Communicate and present environmental management/technical knowledge to landholders and colleagues
- Coordinate, manage and monitor the Environmental Approvals and Environmental Compliance Completions Certificate process

AUSTRALIA PACIFIC LNG PIPELINES- ORIGIN ENERGY (NOVEMBER 2011- JULY 2013)

(Brisbane, QLD)

Role Environmental Planner/ Environmental Approvals

Key Responsibilities

- Provide support to the Environmental Approvals Manager by preparing and submitting management plans and approvals documentation to State and Commonwealth government, in particular secondary permits and material change of use (state development areas)
- Technical review of environmental approvals
- Negotiations with Government departments in relation to conditions of approval
- Coordinated management with other proponents relating to biodiversity conditions and information sharing
- Provide support to the environmental offsets project
- Complete document reviews, including Environmental Management Plans (EM Plans), Environmental Authority (EA) applications, technical management plans, letters and general submissions to ensure compliance with State and Federal conditions
- Provide technical review to Landholder Agreement clauses
- Management of sub-consultants
- Liaise with field staff and construction contractor in relation to approval conditions and compliance
- Provide technical review and advice, on behalf of Origin Energy, of proposed environmental policy amendments

UNIDEL GROUP (SEPTEMBER 2010- JULY 2013)

Role Environmental Planner

(Brisbane, QLD)

Key Responsibilities

- Support the Environmental Approvals Manager, primarily by preparing environmental and planning assessment reporting
- Provide advice regarding environmental approval requirements for various projects
- Support the environmental team by providing project management services including development and delivery of environmental assessment projects
- Preparation of proposals

AURECON (SEPTEMBER 2007- SEPTEMBER 2010)

(Brisbane, QLD)

Role Town Planner/Planning Coordinator (ICT Division)

Key Responsibilities

- Provide support to the Environmental Manager and Project Manager by preparing and submitting town planning assessment reports under the *Sustainable Planning Act 2009 (QLD)* and *Environmental Planning and Assessment Act 1979 (NSW)*
- Provide support to the Environmental Manager and Project Manager by preparing and submitting notifications under the Australian Communications Industry Forum Industry code for upgrade of existing infrastructure sites
- Assess sites in accordance with the *Environment Protection and Biodiversity Conservation Act 1999* provisions and assess disturbance and impact

- Extensive knowledge and understanding of planning in Queensland and New South Wales and telecommunication industry guidelines and legislation
- Community and key stakeholder consultation and liaison with Council Planning Officers, Councillors, Senior Management, Members of Parliament, clients, landowners, government agencies and members of the public
- Coordinating and implementing all environmental approvals and permits including vegetation removal permits under the *Vegetation Management Act 1999* and *Nature Conservation Act 1992*
- Liaise and coordinate works and deadlines with all other key members of the project, including designers, drafters and site acquisition

DEVONPORT CITY COUNCIL (JANUARY 2006- JANUARY 2007)

(Devonport, TAS)

Role Statutory Town Planner

Key Responsibilities

- Provide planning advice to members of the public
- Assess development applications in accordance with the Town Planning Scheme
- Assess building applications in accordance with the Town Planning Scheme
- Undertook site inspections in relation to planning permit applications
- Attended and provided advice relating to development applications at Development Committee Meetings with Senior Staff, Alderman and Mayor
- Attended and provided advice relating to development applications at council meetings where required
- Attended mediation sessions as part of Resource Management and Planning Appeal Tribunal