



Role Profile

Job Title: Climate Change Manager	Role Profile Number: ENH166
Grade: Q	Date Prepared: 27.05.21
Directorate/Group: Operations	Reporting to: Head of Policy, Communications & Campaigns
Structure Chart attached:	No

Job Purpose

Swindon Borough Council has set out two targets for its contribution to the UK Government's target of achieving net zero greenhouse gas emissions by 2050:

- As an organisation, achieving net zero emissions by 2030
- Supporting the wider Borough to achieve net zero emissions by 2050

We are seeking someone with the energy and drive to coordinate and manage the Council's *Net Zero Emissions Action Plan*, ensuring the Council focusses both its efforts, and those of the wider community, on achievable actions that have the most measurable impact on reducing emissions.

Climate change and net zero is a fast-moving policy area and this role will ensure our work take into account evolving best practice, sector innovation and new funding opportunities.

Key Accountabilities

- Manage and coordinate the delivery of the *Swindon Net Zero Emissions Action Plan* that sets out actions to (1) help the Council achieve net zero emissions by 2030; and (2) support the wider Borough to achieve net zero emissions by 2050.
- Lead on compiling reports to the Council's Cabinet and Committees reporting progress on the delivery of actions in the *Net Zero Action Plan* and measurable impact on reducing emissions.
- Review and update *Net Zero Action Plan* on a regular basis, adding and re-prioritising actions based on the latest evidence, policy changes and new funding opportunities.
- Serve as a subject matter expert on climate change and actions to reduce greenhouse gas emissions, able to provide authoritative advice to officers and Councillors.

- Manage the governance and performance reporting around the Council's climate change and net zero emissions work so that senior officers held accountable and critically challenged for the delivery of agreed actions to reduce emissions.
- Source data from across the organisation and third party service providers to calculate the emissions footprint of council services and activity, to inform feasibility assessments and assess the impact of potential actions to reduce emissions.
- Ensure that new policy and legislative changes, technology, tools, services and the latest evidence informs the Council's approach and is used to re-prioritise resources on the actions that will have the most measurable impact on reducing emissions.
- Identify and lead on writing funding bids to support the Council's net zero ambitions.
- Establish and engage a wider range of partners and stakeholders, targeting effort where this can most meaningfully complement efforts to progress and promote the net zero agenda.
- Work closely with the Communications Team to ensure that key internal and external audiences are aware of the Council's efforts to reduce its emissions as well as how people and organisations can contribute to the local and national net zero 2050 emissions target.

Knowledge & Experience

- Specialist knowledge in the Environment, Sustainable Development and/or Climate Change, specifically organisational actions to reduce greenhouse gas emissions.
- Demonstrable experience of leading or providing a significant role in the delivery of a significant project/programme of work.
- Evidence of the development of professional technical/specialist knowledge through continued professional development.

Qualifications

- Degree or other relevant qualification and/or experience in a relevant subject with an up-to-date professional expertise in areas relevant to the post and a commitment to the principles of sustainable development.

Decision Making

- Working with service areas to review *Net Zero Action Plan* on a regular basis, adding and re-prioritising actions based on the latest evidence, policy changes and new funding opportunities.

Creativity and Innovation

- Ability to think beyond the obvious and learn from other organisations across both the public and private sector and apply this to the Council's *Net Zero* ambitions.

<p><u>Job Scope</u></p> <p>Number and types of jobs managed</p> <ul style="list-style-type: none"> • NA <p>Typical tasks supervised/allocated to others</p> <ul style="list-style-type: none"> • N/A 	<p>Budget Holder</p> <p>Responsibility</p> <p>Asset Responsibility:</p>	<p>No</p> <p>.</p> <p>N/A</p>
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Contacts and Relationships

- Corporate Directors
- Heads of Service & officers across the Council
- Cabinet Members
- External partners (e.g. Local Government Association, Association for Public Service Excellence, other local authorities)
- Suppliers

Values and Behaviours

We strive to underpin our culture of being ‘At our Best’ through strong management and authentic leadership. This means getting the management basics right. We own and demonstrate accountability, both individually and collectively, and aim to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, by displaying:

- Accountability at all levels
- Customer care and pride in what we do
- Continuous learning and evaluation
- Valuing one another and the contribution each of us makes

Other Key Features of the role

(working environment / emotional / conditions i.e. regular outside work, unpleasant or hazardous conditions, practical demands such as standing, carrying or working in constrained positions, potential verbal abuse and aggression from people, or risk of injury).

Employee Signature:	Print Name:
Date:	

Line Managers Signature:	Print Name:
Date:	