

**MINISTRY OF AGRICULTURE, LANDS, HOUSING  
& THE ENVIRONMENT**



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**INVITATION TO SUBMIT  
EXPRESSIONS OF INTEREST**

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**Physical Planning and Environmental  
(Appeals) Tribunal**



JANUARY 2024

ISSUED BY: MINISTRY OF AGRICULTURE, LANDS, HOUSING & THE ENVIRONMENT  
BRADES, MONTSERRAT

## Overview

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The Ministry of Agriculture, Lands, Housing & the Environment is inviting Expressions of Interest from suitably qualified candidates to serve as members on the **Physical Planning and Environmental (Appeals) Tribunal** in accordance with the Physical Planning Act CAP 8.03.

The Physical Planning Act Part 7 Section 55, provides for the Governor acting on advice of Cabinet, to appoint two persons for a period of two years, having experience in Building and Planning matters and two persons having experience in Environmental Management matters.

Members are expected to perform the duties of the Tribunal professionally and ethically, and in accordance with the functions of the Tribunal. Members must not carry out any duties or roles which may be conflicting to the work of the Tribunal.

Applicants will be selected based on the qualifications and experience criteria outlined below.

## Background

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The Physical Planning and Environmental (Appeals) Tribunal was created to address any appeals or objections made in relation to planning matters or decisions. An appeal can be made against a Compliance Notice, which should be made to the Tribunal within 28 days of the date of the notice on any of the following grounds:

- That the development permission ought not to be granted for the development or that a condition or limitation ought to be discharged.
- That the matters alleged in the notice constitutes a breach of planning control.
- That the breach of the planning control alleged in the notice has taken place.

## Qualifications and Experience

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The Ministry of Agriculture, Lands, Housing & the Environment is seeking applicants for the role of:

1. **Member – ‘Having experience in Building and Planning Matters’** who possess:
  - i. A sound understanding of the approval process of applications for Physical Planning Permission.
  - ii. A sound understanding of the enforcement of building standards and codes to ensure construction activities comply with safety and environmental regulations.

- iii. Awareness of collaboration required between relevant authorities to plan and coordinate infrastructure development, such as roads and utilities.
- iv. Awareness of the compliance requirements with planning regulations through inspections, permits, and legal actions if necessary.
- v. Awareness of matters relevant to the functioning of the Tribunal.
- vi. At least three (3) years' experience in a senior administrative or technical role.
- vii. Experience in functioning on a Committee or Board would be an asset.
- viii. Ability to communicate effectively; verbally and in writing.

**2. Member – ‘Having experience in Environmental Management matters’** who possess:

- i. A sound understanding of matters pertaining to strategies and standards for the protection and management of the Environment.
- ii. Awareness of matters relevant to the functioning of the Tribunal.
- iii. At least three (3) years' experience in a senior administrative or technical role.
- iv. Experience in functioning on a Committee or Board would be an asset.
- v. Ability to communicate effectively; verbally and in writing.

**Remuneration**

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EC\$ 500.00 per sitting of the Tribunal

**Commencement**

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February 2024

## Application: Content and Deadline

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Expressions of Interests to include;

- i. An Outline of Skills, Qualifications and Experience.
- ii. A short Personal Statement explaining your interest in the work of the Physical Planning and Environmental (Appeals) Tribunal, showing the value you can add to the Tribunal.
- iii. One Letter of Reference.

Hard copies of Expressions of Interest applications are to be sent to the Permanent Secretary, Ministry of Agriculture, Lands, Housing & the Environment, hand delivered or by regular mail to P.O. Box 272, Brades, Montserrat,

OR

by e-mail to: [malhemail@gov.ms](mailto:malhemail@gov.ms) to reach the Ministry by **Deadline date; 29 January 2024.**

Hardcopy mails are to be contained in an envelope labelled “*Physical Planning and Environmental (Appeals) Tribunal* application”. Prospective applicants seeking additional information on this assignment are invited to email [malhemail@gov.ms](mailto:malhemail@gov.ms) or call 1 664 491 2075/2546.