

JOB DESCRIPTION



Department/Division: Highways and Transport Division Place, Planning and Regeneration Directorate	Job Title: Senior Engineer - Flood Risk and Drainage
Post Reference No:	Location: Time Square
Grade: BG-E	Date: August 2021

JOB PURPOSE

To be the councils Lead Technical Specialist responsible for delivering the Council's Flood Risk Management duties as Lead Local Flood Authority.

Provide technical assurance and develop internal standards, procedures and policies within the specialist area of flood risk management.

To lead on the delivery of the Lead Local Flood Authority (LLFA) statutory duty to respond to consultations from the Local Planning Authority (LPA) on Major planning applications with regard to surface water drainage

To work collaboratively across the organisation to build and develop the Flood Asset Register.

Oversee the commissioning of flood investigations and manage the preparation of flood alleviation schemes and development of external funding applications for capital drainage schemes.

DESIGNATION OF POST AND POSITION WITHIN DEPARTMENTAL STRUCTURE

This post is located within the Highways and Transport Division and reports to the Reactive Maintenance Manager.

The postholder has direct line management responsibility for the Engineer (Flood Risk and Drainage) and the management of external consultants in relation to drainage matters.

MAIN DUTIES AND RESPONSIBILITIES

1. To lead on the delivery of the Council's flood risk management duties, leading on Section 19 investigations, developing the Asset Database, identifying and obtaining funding for Flood Alleviation Schemes.
2. To provide expert technical advice on the delivery of the Council's duties under the FWMA with respect to Ordinary Water Course consenting, bylaws and the Enforcement of the Land Drainage Act and be responsible for a small team supporting this function.
3. Leading on the delivery of the Lead Local Flood Authority's statutory duty to respond to major and high-risk planning applications. This includes appraising Flood Risk Assessments and Drainage Strategies and making recommendations as to the acceptability of the proposed development, commenting and advising on the use of Sustainable Drainage Systems (SuDS), planning conditions and obligations (S106), and providing pre-application advice.

4. To lead on the development of sustainable drainage policies and strategies to deliver the Council's statutory duties as the LLFA and provide advice to the LPA. To develop and maintain a good understanding of SuDS design, operation and maintenance, including appropriate national and local policies and guidance, together with an understanding of the planning process liaising with outside agencies such as the Environment Agency and Sewage Undertakers to develop and enhance the Borough's policies and advice.
5. Leading on the delivery of the Lead Local Flood Authority's statutory duty to respond to major and high-risk planning applications. This includes appraising Flood Risk Assessments and Drainage Strategies and making recommendations as to the acceptability of the proposed development, commenting and advising on the use of Sustainable Drainage Systems (SuDS), planning conditions and obligations (S106), and providing pre-application advice.
6. To lead on the development of sustainable drainage policies and strategies to deliver the Council's statutory duties as the LLFA and provide advice to the LPA. To develop and maintain a good understanding of SuDS design, operation and maintenance, including appropriate national and local policies and guidance, together with an understanding of the planning process liaising with outside agencies such as the Environment Agency and Sewage Undertakers to develop and enhance the Borough's policies and advice.
7. To be responsible for the day to day supervision of a small team including performance management and appraisals. To allocate technical work and undertake target setting and programming to ensure effective service delivery.
8. To secure, through negotiation with developers and their agents, the satisfactory detailed design, specification and method statements for adoptable SuDS, highway drainage, culverting and landscaping works. To chair or attend meetings with developers, consultants and external agencies with regard to SuDS and highway works.
9. To provide expert technical advice to the adoptions team engaged on the planning and approval of Sustainable Drainage Systems (SuDS) for adoption within the public highway.
10. To provide support and advice to the Parks and Countryside team for the design and adoption of SUDS within public open space and SANGS including the calculation of commuted sums and negotiation of these with Applicants.
11. To manage, when appropriate and necessary, the designation of flood features under the Flood and Water Management Act, and to arrange for the designation of streets as having special engineering difficulties under the New Roads and Streetworks Act.
12. To undertake work in connection with planning application appeals, including the preparation of written statements and the presentation of the Council's case at public hearings and Inquiries.
13. To regularly review, and update as appropriate, the guidance material and specifications used by developers when constructing SuDS and adoptable highways.
14. To prepare reports, and with colleagues, maintain records, handle daily correspondence and other communications politely, speedily and effectively.

It should be noted that the above list of principal duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

SCOPE OF JOB (Budgetary/Resource control, Impact)

The post holder will be responsible for a budget for Flood Risk investigations of £50k and supports the Highways Engineering team in prioritising the allocation of capital funds to drainage schemes up to a value of typically £200K per year.

The post holder with lead on securing external capital funding applications for flood alleviation schemes (typical scheme values up to £150k).

The postholder must ensure the Council's compliance with the Flood Water and Management Act 2010.

The actions of the postholder, in relation to Flood Risk Management, will impact directly on the safety of the travelling public and residents of the Borough. Therefore, effective performance in this role will impact upon the Council's reputation

PERSON SPECIFICATION



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KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and Training	Degree (or equivalent) in an appropriate discipline (Civil Engineering)	Postgraduate training in appropriate subjects. Membership of an appropriate Institution
Competence Summary (Knowledge, abilities, skills, experience)	<p>Knowledge and experience of the role and responsibilities of the LLFA under the Flood and Water Management Act 2010 and the LPA's role in respect to surface water drainage and flood risk management</p> <p>In depth knowledge of national and local guidance and best practice with regard to Sustainable Drainage Systems (SuDS) design, operation, maintenance and adoption</p> <p>Ability to assimilate the council's LFRMS, planning policies and strategies in regard to SuDS and flood risk management</p> <p>Ability to balance design, layout, operation and maintenance requirements in SuDS</p> <p>Working knowledge of surface water and highway drainage systems with regard to design and construction</p> <p>Working knowledge of pre-application, planning and highway development management</p> <p>Working knowledge of national and local: policies, guidance, specifications and standard details for highway layouts and construction pertaining to sustainable drainage systems and drainage. Knowledge of relevant legislation</p> <p>Ability to analyse consultants/developers designs for compliance with national and local authority requirements</p>	<p>Experience in the use of IDOX Uniform software</p> <p>Experience in use of AutoCAD</p> <p>Experience of GIS systems</p> <p>Experience in the use of Asset Management Databases e.g. Confirm</p> <p>Recent experience of Development Management within Local Government</p> <p>Ability to manage people and share knowledge.</p> <p>An ability to assimilate knowledge of signing and guarding requirements for roadworks, and a working knowledge of the Construction Design and Management regulations</p>

	<p>Ability to balance layout, performance and maintenance requirements in highway and drainage designs</p> <p>Experience in the management of consultants and contractors</p> <p>Working knowledge of current guidance and practice in pavement design pertaining to sustainable drainage.</p> <p>Knowledge of relevant legislation</p> <p>Report writing experience and the ability to analyse information and present findings in a coherent form.</p> <p>Computer literate, with word processing and spreadsheet skills.</p> <p>Ability to work and liaise with a wide range of professionals.</p> <p>Ability to prioritise and delegate.</p> <p>Ability to achieve deadlines.</p>	
Work- related Personal Requirements	<p>Ability to work under pressure.</p> <p>Ability to motivate subordinates.</p> <p>Ability to blend tact with firmness.</p> <p>Remain calm and polite in heated situations.</p> <p>Self-motivated, yet also good team player.</p>	
Other work requirements	<p>Ability to travel around the Borough as the nature of the work requires access to the Borough where there is limited or no public transport at any time of the day or night.</p> <p>Must be prepared to occasionally work outside normal office working hours to meet the requirements of the job.</p>	Driving licence