

Job Description

Department:	Growth and Regeneration
Division/Section:	Peterborough Highway Services
Job Title:	Drainage Engineer
Post No:	B2381
Grade:	7 to 8
Reports to:	Sustainable Drainage Engineer
Organisation Chart	<p>Show immediate manager and any jobs reporting to this post.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 40%;"> <p>Sustainable Drainage Manager</p> </div> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 60%;"> <p>Drainage Engineer</p> </div>
DBS Check applicable?	<p>Basic <input type="checkbox"/> Standard <input type="checkbox"/> Enhanced <input type="checkbox"/> None <input checked="" type="checkbox"/></p>
	<p>Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

Job Purpose:	<ul style="list-style-type: none"> • To work as part of the team ensuring that Peterborough meets its requirements under the Flood and Water Management Act 2010 and the Highways Act 1980. • To work alongside colleagues in the Sustainable Drainage Team and the Highway Control Team carrying out; inspections and adoptions of development-led drainage works; land drainage consents; approval of drainage strategies; vetting, inspection and adoption of surface water drainage systems including sustainable drainage systems (SuDS). • To provide statutory consultation responses for planning applications.
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Main Duties and Responsibilities:

1. Provide the statutory duty of consultation responses for planning applications including pre-application enquiries in respect to drainage and flood risk aspects of new developments.
2. Provide advice on SuDS, as part of the SuDS Approving Body, to agree and advise developers on the detailed elements of implementation, construction and adoption of new development related sustainable drainage schemes in a way that enables sites to gain approval, being safe, maintainable and bringing benefits to the local environment.
3. To undertake site visits as required to fulfil the duties of this post.
4. Advice with implementing the technical processes needed for PCC to deliver the new requirements under the Flood and Water Management Act 2010, particularly the different stages of SuDS approval and adoption.
5. Assist with technical input to policy and strategy documents being prepared by the FWM Officer.
6. Project manage specialist flood risk, drainage and/ or water quality projects as required to unlock or investigate arising issues and thus enable the Council to take a proactive approach to its responsibilities under the FWM Act.
7. Investigate and keep a clear log of flood incidents as they occur, preparing publically available reports for those flood events over the Council's agreed reporting threshold. The log of incidents and incident reports must be available for inspection as required under the FWM Act.
8. Keep abreast of new information and practises in the relevant fields and assist in representing the Council at local or national multi agency events whether related to site specific drainage, wider flood risk mitigation, water quality issues. Sharing any learning with colleagues and making proposals for changes to processes and departmental standards.
9. Maintain existing good relationships with Councillors, agents, developers, local flood wardens, and water and risk management agencies in the delivery of responsibilities under the Land Drainage Act, FWM Act etc.
10. Assist in the development of IT services and tools for the team including ongoing management of MicroDrainage training and updates in order for the team to provide a continually improving service.
11. As and when heavy rain or flood incidents occur work with the Drainage Team, FWM Officer and Resilience Team assist with co-ordination of the Council's response to events.
12. Assist with delivery, within statutory timescales, of other elements of the FWM Act such as enforcement procedures for non-compliant development, applications for consent to changes to watercourses and designation of flood risk structures.

13. Deal promptly and efficiently with enquiries and correspondence. This must be done while continually broadening knowledge in the service area and more wide reaching topics to deliver an informative, accurate and effective service.
14. Assist, where necessary, with the inspection and adoption of development-led highway works.
15. Gather data and draft statements of evidence in respect of planning appeals from a drainage point of view.
16. Provide advice to developers and colleagues in respect of highway development control aspects of new development proposals.
17. Be aware of the Structure Plan, Local Plan and Local Transport Plan.
18. Be conversant with policy including Floods & Water Management Act 2010, the Highways Act 1980 and other relevant Acts and documents.
19. Represent the Council on drainage matters as may be required at meetings with the public, agents, Councillors, Parish Councils, other local organisations and external bodies.
20. Be familiar with Council's procedures, in particular Standing Orders relating to contracts.

PROGRESSION CRITERIA

Grade 7 (Level 1)

<p>On appointment to or progression to Grade 7 you would normally be expected to have minimum of 2 years experience in a relevant field or hold an appropriate qualification in a relevant field. You will be capable of dealing with more complex tasks and working alone for longer periods with less supervision and instruction. You will have a sound knowledge of drainage construction techniques and some knowledge of highway construction techniques. You would be expected to be take on some applications and sites of a reasonable size with little assistance from a senior officer. The post holder will be expected to work with a medium level of supervision and guidance from a senior officer. You will need to hold a full UK driving licence and have a vehicle insured for business use.</p>

Grade 8 (Level 2)

<p>On appointment to or progression to Grade 8 you would normally be expected to have a minimum of 3 years experience in a relevant field or hold an appropriate qualification in a relevant field, either an BTEC National in Civil Engineering or equivalent. You will be capable of dealing with complex tasks and work alone the majority of the time with limited supervision and instruction from others. You will have a sound knowledge of highway and drainage construction techniques and a minimum of 2 years experience of on-site supervision or inspection. The post holder will be expected to work with limited supervision and guidance and will be expected to take on applications and sites of any size or type. You will need to hold a full UK driving licence and have a vehicle insured for business use.</p>

Generic Responsibilities:	<p>To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.</p> <p>To comply with all Health & Safety at work requirements as laid down by the employer.</p> <p>The council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.</p>
Flexibility Clause:	Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.
Variation Clause:	<p>This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.</p> <p>In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.</p>

DATE: September 2021

COMPLETED BY: Nick Greaves

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