



## UPPER OUSE WATER MANAGEMENT BOARD

### Job Description

<b>Job title:</b>	Catchment Engineer (Upper Ouse WMB)
<b>Location:</b>	Catchment of the Upper Ouse Water Management Board Based in Stewartby, Bedfordshire
<b>Responsible to:</b>	WMA Head of Catchment Services
<b>Direct Reports:</b>	2 officers
<b>Salary:</b>	£55,000 - £65,000
<b>Hours</b>	37 (Full Time) although part-time would be considered.

### Context

The **Water Management Alliance (WMA)** is a group of like-minded Internal Drainage Boards (“IDBs”) who share vision, values and standards, and have chosen to jointly administer their affairs in order to reduce costs, strengthen their own organisations and increase influence at both a national and regional level.

The **Upper Ouse Water Management Board** is a newly constituted IDB (order made January 2026, effective April 2026) further to the amalgamation of three pre-existing Boards who have worked together since 2001 from their shared base in Stewartby, Bedfordshire. Further to several successful years of partnership working, the Board is in the process of joining the Water Management Alliance (WMA) in 2026.

**Internal Drainage Boards (“IDBs”)** are local public authorities that manage flood risk and land drainage within areas of special drainage need in England. Each IDB has permissive powers to undertake water management activities within their Internal Drainage District. The purpose of delivering this work is to reduce flood risk to people and property and to manage water in a way that meets the local needs of business and agriculture, including during times of drought, whilst also dealing with its obligations and commitments to the environment. IDBs exercise a general power of supervision over all matters relating to water level management within their district whilst conducting their work in accordance with a number of general environmental duties and promoting the ecological wellbeing of their districts.

## Role Overview

The role is focused on leading proactive engagement with new development and third-party works within the Board's catchment at a variety of scales, including major developments such as urban expansions, Nationally Significant Infrastructure Projects and Universal Studios.

The aim of the role is to ensure that new development does not increase flood risk, primarily through the following objectives:

- Use the Board's regulatory functions (as per the Land Drainage Act 1991, including Byelaws) to effectively manage / meaningfully engage with new works or developments at a variety of scales.
- Work closely with the Board's partner organisations (notably Lead Local Flood Authorities and Planning Authorities) to promote best practice, partnership working and ultimately reduce the impact of works / development on flood risk locally.

The post holder will be encouraged to think strategically and innovatively to achieve this core aim.

## Role Description

The role will include the following tasks and objectives:

- Lead the Board's engagement with partner organisations (notably Lead Local Flood Authorities and Local Planning Authorities) to enable the Board to engage effectively with partner organisations to promote best practice, ensure the Board's requirements are met and reduce the impact of works / development on flood risk locally.
- Lead, supervise and coordinate the Board's regulatory role in determining applications for Land Drainage Consents, required as per the Land Drainage Act 1991 including the Board's Byelaws. This includes insuring all consent applications are processed in accordance with adopted policies, with due regard for relevant adjacent legislation and drafting / issuing legally compliant Land Drainage Consent documentation and application of relevant conditions.
- Lead, supervise and coordinate the regulatory role (as per the Land Drainage Act 1991 and Byelaws) on behalf of partner organisations, where such an agreement has been entered into with the Board.
- Lead on engagement with third party works by advising applicants and the relevant Planning Authority on development proposals including Nationally Strategic Infrastructure Projects (NSIPs) and Special Development Orders (such as Universal Studios) in the Board's catchment.
- Lead the Board's efforts to ensure third party compliance with the Land Drainage Act 1991 (plus Byelaws) including leading the organisation's investigation of reports/complaints of non-compliance / infringements and both formal and initial enforcement proceedings.
- Work with the WMA's Head of Catchment Services to promote the sharing of best practice across the WMA Catchments.

- Work alongside the WMA Chief Operating Officer to ensure statutory compliance with the Reservoirs Act. This includes acting as the named contact within the DEFRA Prescribed Form of Record (The "Blue Book"), the primary point of coordination between the Panel Engineer, Supervising Engineer and the Board, for managing and coordinating inspections and visits, managing and procuring any works arising from inspections, preparing, testing and maintaining the emergency flood plan and reservoir safety documentation.
- Interpretation and analysis of detailed planning / development proposals and consent applications (including technical designs, plans and model outputs) to assess the likely impact of proposals on flood risk / drainage. This includes major infrastructure schemes.
- Leading the Board's response to general drainage enquiries from external customers such as public authorities, landowners and the general public, including drainage enquiries following flood events impacting private networks.
- Preparing and presenting reports for items to be considered by the Board.
- Consultation with internal stakeholders (engineers, environmental and operations teams) and analysis of existing data sources (maps, models, historic data).
- Supporting the provision of information requested with regard to Flood Risk Assessments or capacity of Board maintained drainage infrastructure.
- Attendance at site visits to assess proposals. Ensuring Health and Safety is paramount at all times and that Health and Safety objectives are promoted and achieved.
- Line management and supervision of team members (currently 2 officers).
- Application and adjustment of policies and procedures.
- Interpretation of relevant legislation to understand when consent is required.
- Leading and mentoring colleagues
- Maintaining accurate records of all planning/consenting/compliance cases reviewed and processed.
- Keeping knowledge current, by way of continuous professional development.
- Any other duties that may reasonably be required.

Person Specification	
Qualifications	
Essential	Desirable
<ul style="list-style-type: none"> <li>• A relevant degree in engineering or water management-related subject.</li> <li>• Eligibility to apply for membership of a relevant professional accreditation body (e.g. ICE or CIWEM).</li> </ul>	<ul style="list-style-type: none"> <li>• A masters degree in an engineering or water management-related subject</li> <li>• Chartership Status with a relevant professional accreditation body (e.g. ICE or CIWEM).</li> </ul>

Experience	
Essential	Desirable
<ul style="list-style-type: none"> <li>• A minimum of five years experience working in a senior technical role within the Water Management Industry or an engineering based role in a related field.</li> <li>• Experience liaising, corresponding and negotiating with a variety of stakeholders.</li> <li>• Experience working with land drainage engineering techniques and surface water management.</li> <li>• Experience interpreting plans, model outputs and other technical drainage information.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience working with legal documentation.</li> <li>• Experience creating or reviewing strategies or processes.</li> <li>• Experience identifying a need for procedural change, and implementing / managing change.</li> <li>• Experience mentoring or leading colleagues.</li> <li>• Experience working under the Reservoirs Act.</li> </ul>
Skills/Knowledge	
Essential	
<ul style="list-style-type: none"> <li>• A detailed understanding of the technical aspects of drainage design for new development (including SuDS design) and drainage infrastructure (including culverts and water control structures), hydraulic principles and drainage design software (such as Micro-drainage and hydraulic modelling).</li> <li>• A detailed understanding of Planning Legislation, including Development Consent Orders and the TCPA.</li> <li>• The ability to interpret and apply technical information (e.g. British Standards, Codes of Practice, technical reports and plans).</li> <li>• An understanding of Flood and Coastal Erosion Risk Management (FCERM) including Land Drainage Law.</li> <li>• An understanding of the Reservoirs Act.</li> <li>• Ability to prioritise effectively and organise workloads to meet deadlines and to remain calm under pressure.</li> <li>• Ability to analyse, interpret and communicate complex material, as well as having a methodical approach to work, demonstrating an attention to detail as well as accuracy in record keeping.</li> <li>• Ability to competently use computer software such as Microsoft packages and GIS software.</li> <li>• Well-developed written and spoken communication skills (including letter writing, presentation skills and interpersonal communication).</li> <li>• Ability to work well with others at all levels both internally and externally.</li> <li>• A full and valid driving licence.</li> </ul>	

- Ability to work independently and deal with challenges and questions confidently, while being resilient and persuasive.
- Creative problem solving skills with an ability to identify areas for development and improvement.

#### **Desirable**

- An existing detailed understanding of Internal Drainage Boards regulatory and enforcement powers and procedures.
- An understanding of environmental policy and legislation (such as Habitat Regulations).
- A detailed understanding of GIS software.
- Leadership and mentoring skills.

#### **Other Job Information (e.g. any special factors or constraints)**

- You must be physically fit to walk around watercourse and drainage catchments, sometimes in inclement weather conditions. Such areas are potentially difficult to access, dirty, remote and/or subject to dense vegetation.
- On occasion the post holder will be expected to work outside of 'normal' office hours to represent the Board at public meetings, events and committees.
- All work performed/duties undertaken must be carried out in accordance with relevant Water Management Alliance, Board and Departmental policies and procedures, within legislation, and with regard to the needs of our customers.
- Work within the public and Flood and Water Management sectors can involve dealing with new and emerging legislation. As such further duties or refinements of current workload may alter the remit of this role to meet the impact of new work areas in the organisation and/or relevant member Board's. This highlights the importance of the post holder in being an effective advocate for this service area and having a good insight into the wider remits of the organisation.
- You will be required to actively consider the impact of your working arrangements on the organisation's carbon footprint. Post holders should regularly review the necessity of printing hard copies of electronic documents and seek alternatives to work related travel where it is not essential and work objectives can be met by other means such as video conferencing.

#### **Declaration and acknowledgement**

As of the date stated below, the information in this job description is confirmed as accurate and reflective of the requirement of the role by the below named individuals. Please note the details of the job description will be updated should substantive changes to the role occur or be proposed.

Name:	Cathryn Brady
Position:	WMA Head of Catchment Services
Date:	11/05/2026