



## **Development and Flood Risk Engineer**

**ANNUAL SALARY: £35,000 to £45,000 PLUS ATTRACTIVE BENEFITS PACKAGE**

### Overview

For more information about the WMA and this position please see the job description and person specification below. Please also feel free to contact Revai Kinsella on 07785 406974 or at [revai.kinsella@wlma.org.uk](mailto:revai.kinsella@wlma.org.uk) with any questions regarding the opportunity.

The application form can be found at <https://www.wlma.org.uk/career-opportunities/>.

Please return your completed application by email to [revai.kinsella@wlma.org.uk](mailto:revai.kinsella@wlma.org.uk) or alternatively to the Board's office at (FAO Revai Kinsella), Water Management Alliance, Kettlewell House, Austin Fields Industrial Estate, King's Lynn, PE30 1PH, Norfolk

The closing date for receipt of applications is noon on 12<sup>th</sup> October 2021.

We look forward to receiving your application.

## Job Description

<b>Job title:</b>	Development and Flood Risk Engineer
<b>Job Description No.:</b>	PC-01
<b>Team/Section:</b>	PCWLMB Team
<b>Department:</b>	WMA Technical Support
<b>Location:</b>	Lewes, East Sussex
<b>Responsible to:</b>	Area Manager – East Sussex
<b>Responsible for:</b>	No line management responsibilities
<b>Grade/Salary:</b>	£35,000 to £45,000 (dependent upon Qualifications and Experience)
<b>Employer:</b>	Pevensey and Cuckmere Water Level Management Board

## Context

**The Pevensey and Cuckmere Water Level Management Board (PCWLMB)** is an **Internal Drainage Board**, which is a local public authority that manage flood risk and land drainage within the areas around the Cuckmere River, Pevensey Levels and the Combe Haven. The Board has permissive powers to undertake water management activities within its 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.

The PCWLMB works in association with the Water Management Alliance. The **Water Management Alliance** is a group of like-minded Internal Drainage Boards 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 PCWLMB partners with East Sussex County Council as the **Lead Local Flood Authority (LLFA)** to advise Local Planning Authorities on the impact of development on flood risk and water management within the watershed/catchment of the Board. The watershed of Board covers areas within Wealden District Council, Eastbourne Borough Council, Rother District Council and Hastings Borough Council.

As the Development and Flood Risk Engineer you will be responsible to the Board's Area Manager and embedded within the LLFA office at County Hall, Lewes. In this role you will focus on safeguarding the Board's interests and those of its partner, the LLFA, to ensure development is carried out sustainably within the Drainage District and upland catchment. This will involve scrutinising surface water management proposals supporting planning applications, influencing local planning policy, processing applications for discharge consent, securing surface water development contributions and commuted sums, adopting SuDS features and undertaking enforcement action to ensure the efficient working of the drainage/water level management system and mitigating local flood risk.

You should have a relevant degree and ideally be working towards professional qualifications with either the Institution of Civil Engineers (ICE) or Chartered Institution of Water and Environmental Management (CIWEM)

Main Responsibilities
<b>Planning</b>
<ul style="list-style-type: none"> <li>• Liaising with the constituent Local Planning Authorities regarding individual planning applications, influencing local development plans and assessing local drainage strategies and flood risk assessments.</li> <li>• Ensuring that all relevant planning applications are considered and responded to in accordance with the deadlines that are imposed by Local Planning Authorities.</li> <li>• Liaising with developers and their agents with regard to the Board's requirements and ensuring developments do not increase flood risk and surface water runoff from a development is managed sustainably.</li> </ul>
<b>Consenting</b>
<ul style="list-style-type: none"> <li>• Support the application of the Board's policies to all applications for Land Drainage Consents.</li> <li>• Liaise with applicants and respond to applications for Land Drainage Consent, with the aim of negotiating a mutually acceptable solution which does not negatively impact flood risk.</li> <li>• Apply relevant conditions of consent that secure Surface Water Development Contributions, Commuted Maintenance Fees, Deeds of Indemnities and drainage improvements.</li> <li>• Engage with applications for Development Consent Order (DCOs).</li> </ul>
<b>Compliance</b>
<ul style="list-style-type: none"> <li>• Respond to and assist with general drainage enquiries to promote the efficiency of drainage networks within the Internal Drainage District.</li> <li>• Liaise the residents, landowners, the Board's Operational Delivery teams and constituent Councils to ensure ongoing efficiency of flood risk management infrastructure.</li> <li>• Investigate and process requests for certificates of compliance where a restriction has previously been placed on a property as condition of works which required the Board's Consent.</li> <li>• Undertake both informal and formal enforcement action as required against contraventions of the Land Drainage Act 1991 and the Board's Byelaws</li> <li>•</li> </ul>
<b>Other</b>
<ul style="list-style-type: none"> <li>• Deputising the Area Manager at partner and Board meetings</li> <li>• Determining items to be included in the Planning Reports for consideration by the Board, in accordance with the schedule of reserved matters and scheme of delegation.</li> <li>• Drafting the Planning Report for Board meetings and providing sufficient information for Members consideration</li> <li>• Maintaining accurate records of all planning/consenting/compliance cases reviewed and processed using the team case file register and email inbox.</li> <li>• Liaising with HM Land Registry regarding registration of existing and newly acquired Board land and the registration of restrictions associated with consents.</li> <li>• Ensuring Health and Safety is paramount at all times and that Health and Safety objectives are promoted and achieved.</li> <li>• Keeping knowledge current and up to date, by way of continuous professional development (CPD). Time and access to relevant training courses will be provided.</li> <li>• Carrying out specific projects and research, as required.</li> <li>• Any other duties that may reasonably be required.</li> </ul>

Person Specification	
Qualifications	
Essential	Desirable
<ul style="list-style-type: none"> <li>Educated to degree level in an engineering/water management related discipline or demonstration of equivalent experience</li> </ul>	<ul style="list-style-type: none"> <li>Post graduate qualification.</li> <li>Professionally qualified</li> </ul>
Experience	
Essential	Desirable
<ul style="list-style-type: none"> <li>Experience working in a technical role within the water / civil engineering / flood risk management industries, or experience working for a Risk Management Authority (RMA) such as the Environment Agency or Lead Local Flood Authority ("LLFA).</li> <li>Experience and knowledge of preparing and interpreting technical reports and drawings, as well as national guidance.</li> <li>Must have a sound technical knowledge of drainage and SuDS design, hydraulic principles, a good understanding of hydrology and river modelling principles</li> </ul>	<ul style="list-style-type: none"> <li>Some experience liaising and corresponding with developers and the general public.</li> <li>An understanding of the structure of local government and of working within the democratic process.</li> <li>Experience and understanding of drainage design software and hydraulic modelling software such as Micro Drainage, Causeway Flow, Infoworks ICM etc.</li> <li>Experience working within law enforcement.</li> <li>Experience with effective customer liaison and negotiation.</li> </ul>
Skills/Knowledge	
Essential	Desirable
<ul style="list-style-type: none"> <li>Knowledge of the development planning system</li> <li>An understanding of the Land Drainage Act 1991 and Flood and Coastal Erosion Risk Management</li> <li>Excellent interpersonal, communication and diplomacy skills.</li> <li>Ability to work well with others at all levels both internally and externally.</li> <li>Ability to prioritise and organise workloads to meet deadlines and to remain calm under pressure.</li> <li>Ability to competently use computer software such as Microsoft packages).</li> <li>Ability to self-motivate and to work on own initiative and willingness to learn.</li> <li>A full and valid UK driving licence</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of the key issues facing local government</li> <li>Negotiation/Influencing skills.</li> <li>Legislative knowledge.</li> <li>Health and safety knowledge.</li> <li>An understanding of Design and GIS software (such as CAD, ArcMap).</li> <li>Appreciation of environmental protection requirements</li> </ul>

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

- You should have a reasonable level of fitness 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 Water Management Alliance and its member Board's 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 on 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.

**Declaration and acknowledgement**

I confirm that as of the date stated below the information in this job description is accurate and reflects the requirement of the role. Please note the details of the job description will be updated should substantive changes to the role occur or be proposed.

Line Manager:	Revai Kinsella
Position:	Area Manager – East Sussex
Date:	31/08/2021