



POSITION: SUSTAINABLE DEVELOPMENT OFFICER (CONSENTING)

ANNUAL SALARY: £22,000 to £26,000 PLUS ATTRACTIVE BENEFITS PACKAGE

An exciting opportunity has arisen for a Sustainable Development Officer to join the Water Management Alliance (WMA) group of Internal Drainage Boards (IDBs).

As a Sustainable Development Officer, you will work within a team to ensure that developments and third-party works are carried out sustainably, and in a manner which will not increase flood risk.

While experience working within the water, civil engineering or flood risk management industries would be desirable, we recognise that this role may attract candidates from across a number of disciplines.

The appointment offers a competitive salary depending on qualifications and experience, together with access to BUPA, the Local Government Pension Scheme and a monthly car allowance.

For more information about the WMA and this position please see the job description and person specification below. Please also feel free to contact Cathryn Brady (Sustainable Development Manager) on 07881 384260 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 cathryn.brady@wlma.org.uk or alternatively to the Board's office at (FAO Cathryn Brady), 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 27th October 2021.

We look forward to receiving your application.

Job Description

Job title:	Sustainable Development Officer (WMA)
Team/Section:	Sustainable Development Team
Department:	WMA Technical Support
Location:	Norfolk, Suffolk, Lincolnshire (Head Office in King's Lynn)
Responsible to:	Senior Sustainable Development Officer for Consenting (WMA)
Responsible for:	No line management responsibilities
Grade/Salary:	£22,000 to £26,000 (dependent upon Qualifications and Experience)
Employer:	King's Lynn IDB trading as the Water Management Alliance

Context

The **Water Management Alliance** is a group of several large Internal Drainage Boards ("IDBs") who have chosen to jointly administer their affairs in order to strengthen the individual organisations and increase influence at both a national and regional level. The WMA Boards share their progressive vision, values and standards, and resultantly the WMA offers a stimulating and rewarding work environment for anyone with an interest in flood risk and water level management.

Internal Drainage Boards ("IDBs") are local public authorities that manage flood risk and land drainage within areas of special drainage need in England. IDB's work to reduce flood risk and to manage water in a way that meets the local needs of business and agriculture, whilst also dealing with its obligations and commitments to the environment.

The **Sustainable Development Team** within the Water Management Alliance use each Board's powers to regulate works on, or affecting, the watercourses within their Internal Drainage Districts. The Sustainable Development Team also advises Local Planning Authorities. The ultimate aim of the team is to ensure that works, such as new developments, will not increase flood risk within the Internal Drainage District.

As a **Sustainable Development Officer** you will be assisting with the WMA's regulation of third party works, to ensure these works will not increase flood risk in a variety of landscapes. Your work will be very diverse and will include assessing and influencing works such as major residential developments, flood risk management schemes and National Infrastructure Projects.

While you will be working within the team's three core areas of work (overleaf) it is expected that the majority of your time will be spent working within the consenting area.

Core Areas of Work

Consenting

The primary aim of the 'Consenting' area of work is to assess applications for Land Drainage Consent, to ensure that third party works (e.g major developments) will not increase flood risk or hinder the work of the Internal Drainage Board. In doing so you will:

- Interpret relevant legislation such as the Land Drainage Act and the Board's Byelaws.
- Support the application of the Boards policies.
- Interpret and analyse technical designs, plans and model outputs.
- Consult with colleagues (e.g. engineers and operations teams) when assessing proposals.
- Liaise and negotiate with applicants, agents and other authorities.
- Attend site visits and meetings to assess proposals.
- Apply relevant conditions of consent, to promote sustainable practices.
- Engage with proposed 'National Infrastructure Projects'.

While you will be working the team's three core areas of work it is expected that the majority of your time will be spent working within the consenting area.

Planning

The primary aim of the 'Planning' area of work is to liaise with Local Planning Authorities, developers and agents regarding individual planning applications and their drainage strategies, to help ensure that these do not increase flood risk.

Compliance

The primary aim of the 'Compliance' area of work is to safeguard the Board's regulatory regime and to ensure ongoing efficiency of flood risk management infrastructure. In doing so you will liaise with and assist residents, landowners and other parties to help with general drainage enquiries and undertake both informal and formal enforcement action as required.

Other

As a Sustainable Development Officer you will also assist with:

- Maintaining accurate records of all planning/consenting/compliance cases reviewed and processed using the team case file register and email inbox.
- Liaising with HM Land Registry regarding registration of existing and newly acquired Board land and the registration of restrictions associated with consents.
- Ensuring Health and Safety is paramount at all times and that Health and Safety objectives are promoted and achieved.
- Keeping knowledge current and up to date, by way of continuous professional development (CPD). Time and access to relevant training courses will be provided.
- Carrying out specific projects and research, as required.
- Any other duties that may reasonably be required.

Person Specification	
Qualifications	
Essential	Desirable
<ul style="list-style-type: none"> A relevant degree in an engineering, geographical or water management-related subject OR at least 1 year experience working within the water, civil engineering or flood risk management industries. 	<ul style="list-style-type: none"> Working towards professional accreditation. Legal and/or Policy courses
Experience	
Essential	Desirable
<ul style="list-style-type: none"> Experience with effective customer liaison and negotiation. Experience interpreting technical plans and information. 	<ul style="list-style-type: none"> Experience working within the water / flood risk management industry, civil engineering or a Risk Management Authority (RMA) such as the Environment Agency or Lead Local Flood Authority (“LLFA”). An understanding of the structure of local government and of working within a democratic process. Experience interpreting legal documentation.
Skills/Knowledge	
Essential	
<ul style="list-style-type: none"> Ability to prioritise and organise workloads to meet deadlines and to remain calm under pressure. Effective analytical and negotiation skills as well as a methodical approach to work, demonstrating an attention to detail as well as accuracy in record keeping. An understanding of the Land Drainage Act 1991. An understanding of the planning system. An understanding of Flood and Coastal Erosion Risk Management (FCERM). An understanding of GIS software. The ability to interpret and apply technical information (e.g. British Standards, Codes of Practice, technical reports and plans). Good written communication skills (including report and letter writing). Good spoken communication skills (including presentation skills and interpersonal, communication). Ability to competently use computer software such as Microsoft packages (Access, Excel, Word and Outlook). Ability to work well with others at all levels both internally and externally. A full and valid UK driving licence. 	

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

- You must be physically fit to walk around watercourse and drainage catchments (up to 15% of the role) 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.