

**Job Description**

**Regeneration & Community Services
Infrastructure Services**

Post Title	Engineer		
Post Number	BGNEW	Grade	8
Base	Agile Worker	Hours of Work	37
Car User Allowance	Casual	Disclosure	None
Contact	Gwyn Teague	Updated	07/11/24
Politically restricted	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes *	

* The position is politically restricted within the provisions of the Local Government and Housing Act 1989 as prescribed in the Local Government Officers (Political Restrictions) Regulations 1990.

Principal Job Purpose

Responsible to: Team Leader/ Team Manager Natural Environment

Responsible for: The successful candidate will be responsible for management of the day-to-day Sustainable Drainage Systems (SuD's) inspections, provide technical support and guidance to developers and other members of the team, administration of inspection fees, upkeep of spreadsheets recording the payments and SAB Inspections, ensure SuD's are constructed, adopted, and maintained in accordance with the legislative requirements.

Principal Accountabilities

1. Assist with the maintenance of an asset register / record of SuDS and other critical flood risk management and drainage assets within the borough.

2. Management of the day-to-day SuD's inspections, adoption, enforcement and appeals in relation to SuD's.
3. Provide technical advice in relation to surface water and sustainable drainage on non-major planning applications and occasionally on major planning applications, meeting the Councils targets for consultation.
4. Attend committee meetings, working groups and external meetings associated with the development management function as may be required – which may be outside normal working hours.
5. Provide technical advice in relation to surface water, sustainable drainage and measures to mitigate flood risk in respect of drafting relevant sections of legal agreements, planning enforcement, validation, planning policy and where required by other departments in the carrying out of the Council's functions, meeting relevant deadlines and performance targets.
6. Assist in the drafting of statements of case and proofs of evidence for appeals against planning decisions as it relates to surface water, sustainable drainage and flood risk. To attend Informal hearings and Public Inquiries, where required, as the Council's professional witness and be able to defend the Council's case.
7. Liaise with Legal Services to facilitate developers entering into legal agreements in relation to SuD's adoption and maintenance.
8. Work effectively and negotiate with developers to secure high quality SuD's schemes across the Borough.
9. Work closely with key stakeholders including Blaenau Gwent County Council, Welsh Water and Natural Resources Wales to investigate flooding and take enforcement action where necessary.
10. To maintain personal and professional development to meet the changing demands of the job participating in appropriate training activities and encourage support staff in their development and training.
11. To comply with the relevant sections of the Authority's policy statement on Health, Safety and Welfare At Work.
12. The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Councils Equality Policy.
13. Undertake such other duties and tasks appropriate to the grade and character of work such as changes in information systems and new technology as may reasonably be required. Therefore, the above list of key result areas in this job description should not be regarded as exclusive or exhaustive.

1. Qualifications & experience

Qualifications/relevant experience	Assessment Method				
	Essential / Desirable	Application Form	Interview	Other (please specify)	Probationary Period
A minimum of Degree (or working towards) or equivalent in Civil Engineering or related discipline	E	✓			
Demonstrable experience working within the field of sustainable drainage systems (SuD's) and/or a regulatory approval body (SAB)	E	✓	✓		
Other experience					
Able to work effectively as part of a team, to communicate effectively with, and relate well to others within the workplace, with other departments of the Council and external organisations, and to work in difficult, pressured and potentially confrontational situations.	E	✓	✓		
Experience of working within Local Government	D	✓	✓		
Takes a balanced open minded and objective approach to decision making. Consults with those concerned. Accepts accountability for decisions. Identifies pros and cons and makes decision based on available data. Makes decisions even in times of changes, challenges and ambiguity.	D	✓	✓		
Uses acquired knowledge and skills within the work area to build a logical approach to address operational problems or difficult situations. Breaks the problem down into manageable parts and calls upon wider expertise where necessary. Ensures solution is fit for purpose. Makes suggestions for solutions to manager where appropriate	D	✓	✓		
Knowledge/Skills					
Candidates should have good communication and interpersonal skills and able to work closely with private and public sector organisations and the ability to deal with the general public. whilst being polite, tactful, and diplomatic. sometimes in difficult and potentially confrontational situations	E	✓	✓		
Candidates should be able to work on their own initiative within a busy office environment and have the ability to work on numerous projects concurrently in order to meet deadlines.	E	✓	✓		
Good IT skills including knowledge of systems and software and the ability to use databases to store and interrogate data collections. Understanding of computer software programmes, including CAD, AMX, QGIS and Microsoft 365.	D	✓	✓		
Candidates should be able to represent the Authority at appropriate Committees, public meetings and other Forums, as required	D	✓	✓		
Proven ability to provide technical advice and guidance to team members, other departments, and external organisations	E	✓	✓		
Knowledge and experience of the design, construction, operation and maintenance of SuD's and Natural Flood Risk Management (NFM) techniques	E	✓	✓		
Understanding and experience of Schedule 3 to the Flood and Water Management Act (2010), the Land	E	✓	✓		

Drainage Act 1991 and Town and Country Planning Act 1990 as it relates to surface water drainage and flood risk.					
Knowledge of how to review and design appropriate surface water drainage for developments and experience of making technical comments on drainage plans and strategies	E	✓	✓		
Understanding of hydrology, hydraulics and geomorphology relevant to drainage and flood risk.	D	✓	✓		
Understanding of the aims of Blaenau Gwent CBC Surface Water Management Plan and Local Flood Risk Management Strategy.	D	✓	✓		
Understanding of the Non-Statutory Technical Standards for Sustainable Drainage	E	✓	✓		
Knowledge of Local Government – methods, functions and role	D	✓	✓		
Excellent written, verbal and graphic communication and interpersonal skills	E	✓	✓		
Good IT skills	E	✓			

2. Special Requirements	Essential	Desirable
Driving licence and access to vehicle for work purposes.	E	
Welsh language skills are desirable (level 0 in all Welsh Language Levels above).		D

	Level 0	Level 1 Entry	Level 2 Foundation	Level 3 Intermediate	Level 4 Advanced	Level 5 Proficiency
Listening/Speaking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reading/Understanding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please see "[Welsh Language Skills Guidelines](#)" on the Blaenau Gwent website for further information on the above levels

3. Personal Competencies

All competencies are regarded as essential, although it is recognised that some may be achieved over a period of time. All employees are expected to continually develop their competencies in line with the appropriate framework.

In addition to those assessed as part of the recruitment process, competencies will be assessed during the probationary period and afterwards through the Authority's performance coaching scheme.

		Assessment Method			
Topic	Competencies	App. Form	Interview	Other e.g. presentation, discussion group, simulation, etc (please specify)	Probationary Period/ Performance Coaching
Delivering the service	Plans ahead, organises work in advance	✓			✓
	Involves line manager/colleagues in setting and meeting targets		✓		✓
	Reorganises work when necessary	✓			✓

	Sees tasks through to completion whenever possible	✓			✓
	Seeks help if workload becomes unmanageable		✓		✓
	Uses initiative to report issues that arise that impact on others		✓		✓

Topic	Competencies	Assessment Method			
		App. Form	Interview	Other e.g. presentation, discussion group, simulation, etc (please specify)	Probationary Period/ Performance Coaching
Improvement & Change	Is prepared to try new things & feed back results				✓
	Understands that changes are needed if things are to be improved		✓		✓
	Finds new and creative ways of doing things better	✓			✓
	Actively seeks to develop own skills and knowledge	✓			✓
	Learns from mistakes & welcomes constructive feedback				✓

Topic	Competencies	Assessment Method			
		App. Form	Interview	Other e.g. presentation, discussion group, simulation, etc (please specify)	Probationary Period/ Performance Coaching
Providing Excellent Customer Service	Recognises the importance of high standards of customer service	✓			✓
	Is committed to providing an excellent service to all the citizens of Blaenau Gwent		✓		✓
	Understands the links between own professionalism and the possible impact on the Authority's image				✓
	Has a professional attitude that sets an example to colleagues	✓			✓
	Takes pride in own work and that of colleagues				✓

	Is respectful, courteous and helpful at all times		✓		✓
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Topic	Competencies	Assessment Method			
		App. Form	Interview	Other e.g. presentation, discussion group, simulation, etc (please specify)	Probationary Period/ Performance Coaching
Team Working	Reacts constructively to others' suggestions and requests		✓		✓
	Recognises potential value of others' opinions and actively seeks their contributions				✓
	Asks for help when necessary		✓		✓
	Actively seeks to help others				✓
	Is aware of the impact of own behaviour on others				✓

Topic	Competencies	Assessment Method			
		App. Form	Interview	Other e.g. presentation, discussion group, simulation, etc (please specify)	Probationary Period/ Performance Coaching
Communicating	Adapts content and style to help others understand				✓
	Makes sure that people are regularly informed	✓			✓
	Uses appropriate language, gestures and tone when talking with others		✓		✓
	Checks others have understood & seeks advice when necessary		✓		✓
	Actively seeks to improve all forms of communication with others				✓
	Communicates professionally by using formal channels appropriate to the situation	✓			✓