



Yorkshire & Humber
Drainage Boards

VACANCY

Senior Development Control Officer

Yorkshire and Humber Drainage Boards represent 8 public flood risk management authorities. Our work reduces flood risk to thousands of residents, businesses, property, and infrastructure. We operate 81 pumping stations, maintain over 800 miles of watercourses and rivers that drain over 360 square miles. We represent one of the largest groups of flood risk management authorities in the country.

As the land drainage authority for a large part of the region we have an important role in ensuring that developers and others carry out their activities within a regulatory framework, so they do not increase flood risk. We work with 8 local planning authorities, and through the town and country planning process we try to ensure developers meet their obligations; obligations which are ultimately secured through the land drainage consent process.

The successful candidate will be a confident and motivated individual with excellent communication skills, shall be experienced in working for a local authority, in a regulatory or policy role. They shall be able to work independently and manage their own workload, sometimes under challenging deadlines.

The role comes with a competitive annual salary ranging from **£29,016 to £35,532¹** (depending on experience). Admission (or continued membership) of the Local Government Pension Scheme, generous annual leave and 3 additional discretionary days.

The post is based at the Boards Offices at Howden.

The closing date for applications is 9th December 2020

Interview date 16th December 2020 (Provisional)

For further information please contact:

Russ Towse, Operational & Technical Manager
91 Bridgegate
Howden
East Riding of Yorkshire
DN14 7JJ

E mail: jobs@yorkshirehumberdrainage.gov.uk
Tel: 01430 430237

Please note that we will not accept CV's as part of this application process.

¹ 2020/21 scales - Inflationary pay rise due in April 2021



Job Description – Senior Development Control Officer

Responsible to: Operational and Technical Manager

Grade: Grade 5 – 6 (£29,016 to £35,532)

Hours: Monday to Friday (37 Hour Week)

Main purpose of the role:

- Manage the Boards development control, enforcement, and regulatory service areas.

Key Responsibilities

- Monitor planning consultations and lists from local planning authorities (LPAs) to ensure development proposals comply with YHDB policies.
- Monitor development or other activities that may impact the local land drainage system and if necessary, take further action.
- Manage the land drainage consent application process.
- Support developers and LPA case officers with advice including through site visits.
- Carry out enforcement action including working with the Boards Solicitors.
- Ensure the Boards ecological and waste management practices comply with legal requirements.
- Any other reasonable duties in support of managers or other staff.

Person Specification

	Essential	Desirable
Qualifications and Training	Relevant vocational qualification in planning / building control / construction - ideally to HNC level.	Relevant degree e.g. geography / construction / civil engineering. Member of CIWEM, ICE or RTPI or other relevant professional body.
Experience and Knowledge	Experienced working for a local authority in a regulatory setting. Decision making within a clear policy framework.	Experienced in processing applications or permits for a regulatory authority. Some experience in policy development. Able to demonstrate clear understanding of spatial planning decisions in respect of flood risk e.g. application of policy decisions in respect of SFRA / LFRMS. Able to demonstrate experience of the application of the law in previous roles.

Skills and Abilities	Excellent standard of verbal and written English. Excellent IT skills. Good standard of maths. Driving licence.	Experienced report writer. Confident speaker and communicator.
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Application Form – Senior Development Control Officer

Personal Details

Title	
Surname	
First Names	
House / Flat Number or Name	
Address Line 1	
Address Line 2	
Town	
County or Region	
Country	
Postcode	
Landline Number	
Mobile Number	
Email Address	
If appointed, will you be able to produce a passport showing that you are a British Citizen or have a right of abode to stay/work in the UK, or an original document showing your National Insurance number or birth certificate?	
Do you hold a current driving licence?	
Do you have or have you been notified of an endorsement for an offence while driving? (Penalty Points)	
Do you have any unspent criminal convictions? **	

*As defined in the Rehabilitation of Offenders Act 1974

Education, Training and Professional Memberships

University/College/School	Qualification Gained	Date
Other Qualifications, Training or CPD	Qualification Gained	Date
Professional Body	Level	Date

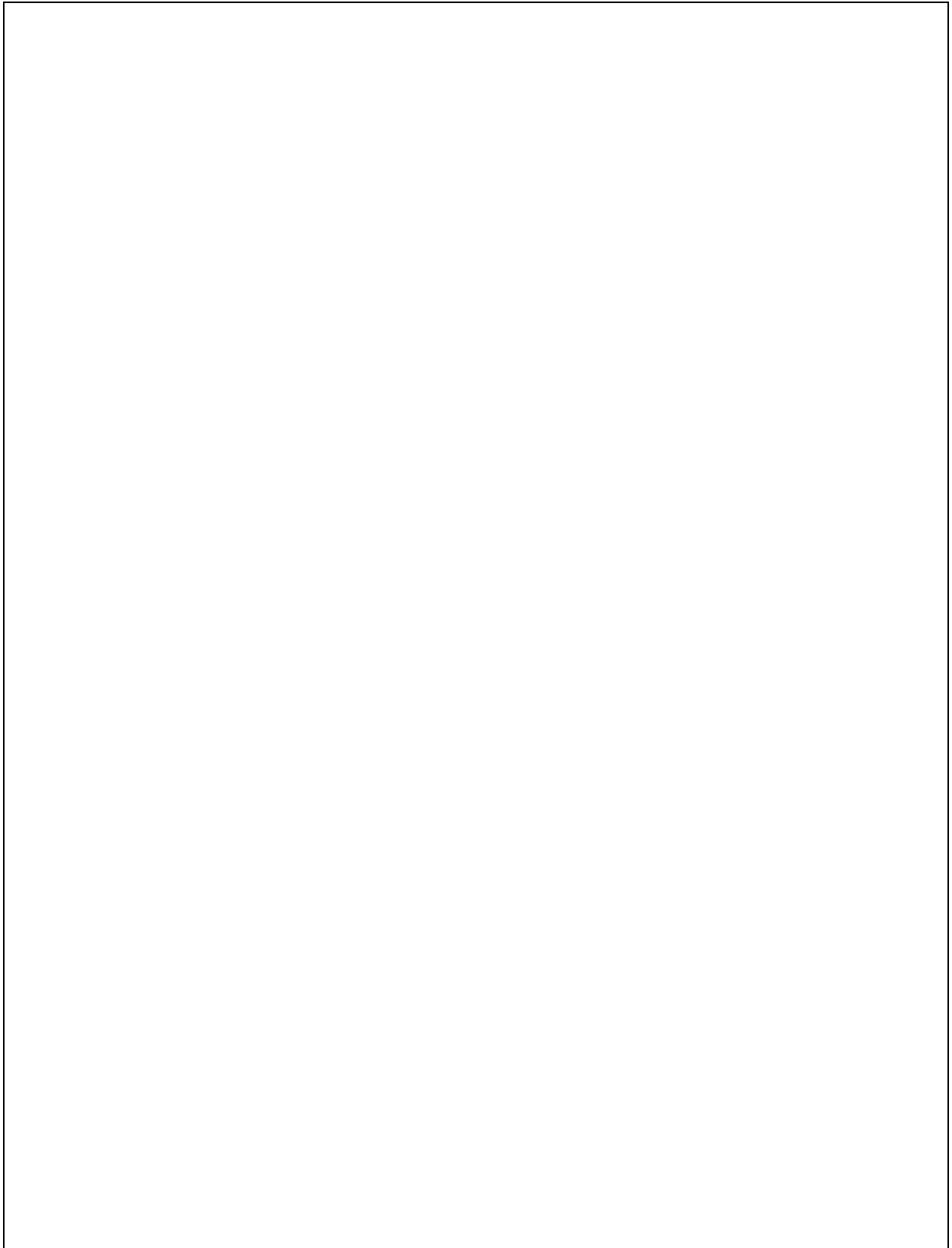
Employment History

Employer	Position and Summary of Role and Achievements	Year Start /Finish

Other

<p>Are there any adjustments required should you be invited for interview? If so, please state here:</p>	
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Please provide a personal statement explaining why you think you are suitable for this role. This should address the essential and desirable criteria set out in the job specification and any other information you consider relevant.

A large, empty rectangular box with a thin black border, intended for the applicant to write their personal statement. The box occupies most of the page below the instructions.

References

Please provide two people who can provide references – one of whom should preferably be your present / most recent employer. We will not contact your referees prior to interview.

Referee 1

Name	
Position	
Organisation	
Building Number or Name	
Address Line 1	
Address Line 2	
Town	
County or Region	
Country	
Postcode	
Contact Telephone Number	
Email address	

Referee 2

Name	
Position	
Organisation	
Building Number or Name	
Address Line 1	
Address Line 2	
Town	
County or Region	
Country	
Postcode	
Contact Telephone Number	
Email address	

Other Information

If there is insufficient room on this form to provide the information requested you may continue a blank sheet. **Do not include a CV.**

Data Protection Statement

The information that you provide on this form and that obtained from other relevant sources will be used to process your application for employment. The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process.

If you succeed in your application and take up employment with us, the information will be used in the administration of your employment with us and to provide you with information about us or third party via your payslip. We may also use the information if there is a complaint or legal challenge relevant to this recruitment process.

We may check the information collected, with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other ways as permitted by law.

Declaration

By signing the application form you agree to the processing of sensitive personal data, (as described above), in accordance with our registration with the Data Protection Commissioner.

I understand that any false or misleading information given in this application may result in my dismissal if I am appointed. I declare that to the best of my knowledge all the foregoing information and that submitted in any accompanying document(s) is correct.

Applicant's Signature _____

Date _____

Please return this form via post or email marked confidential to:

Human Resources
PRIVATE & CONFIDENTIAL
Ouse and Humber Drainage Board
91 Bridgegate
Howden
East Yorkshire
DN14 7JJ
Email: jobs@yorkshirehumberdrainage.gov.uk