



Job description	
Job title	Principal Drainage / Lead Local Flood Authority (LLFA) Engineer
Grade	L (SCP 32-33)
Directorate	Regeneration and Economic Development
Section/team	Highways and Capital Delivery Highways Development Control
Accountable to	Team Leader – Highways Development Control
Responsible for	Technical Assistants, Graduate Engineers
Date reviewed	January 2025

Purpose of the Job

Knowsley Council's Highways Development Control Team is proactive, solution focussed and is responsible for providing an enhanced and dedicated service to key investors and developers to accelerate the delivery of the Council's major pipeline schemes for housing, transport, and economic development in the Borough.

The Highways and Capital Delivery Service sits within the Development and Infrastructure arm of Regeneration and Economic Development leading on all Highways related matters for the Council. The team is also a key mechanism for the delivery of infrastructure projects related to highways as part of the Major Development and Investment Programme.

The role requires a forward-thinking analytical person able to identify innovative solutions to drainage and flooding issues to facilitate new developments, stimulate growth and maintain the highway drainage network.

You will be the Council's Lead Local Flood Authority (LLFA) representative engaging with third party organisations and other Local Authority partners including the Northwest Regional Flood and Coastal Committee.

The successful candidate will be responsible for providing technical advice to Knowsley Council planning colleagues and others on highway drainage infrastructure, flooding incidents and potential flooding impacts. This is to include identifying and securing improvements and legal agreements to support development proposals and managing the delivery of sustainable drainage improvements and flood mitigation projects to maintain highway



drainage and minimise the risk of flooding for the benefit of all highway users and adjacent properties.

The successful candidate will also be expected to work with our Asset Management Team to identify areas of repetitive flooding and to collaborate to ensure we are being pro-active in resolving any issues arising.

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of you. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. Assisting in ensuring the delivery of the Highway Development Control service.
2. To safeguard the interests of the Highway Authority through the Highways Development Management Process from pre-application enquiry stage through to the granting of planning consent and then managing the delivery of the resulting highway drainage improvements and infrastructure.
3. Identify and develop best practice and policy for SUDS in Knowsley to ensure an integrated and consistent approach for the assessment, approval and adoption of SUDS.
4. Evaluate SUDS scheme applications that are proposed, including the maintenance costs and any other fees, and determine their acceptability with respect to national guidance, best practice and Council policy.
5. Provide technical advice and guidance on the use of SUDS and act as technical advisor to the SUDS Approval Body (SAB), evaluating SUDS applications for approval and adoption.
6. Assist with the development and implementation of SUDS policies, highway drainage guidance and standards in accordance with the Council's statutory and legal duties.
7. To advise Local Planning Authorities and others, including external developers, about the drainage and flooding aspects of development proposals which are likely to have a significant impact on highway drainage infrastructure. The advice is in respect of the full range of development control i.e. pre-application enquiries, planning applications and local development documents.



8. To ensure that the highway drainage network within Knowsley is fit for purpose, and to undertake any necessary statutory processes to ensure the network continues to deliver the needs of the Borough and facilitates development.
9. As representative of the Local Highway Authority, to advise developers on implementation, construction and adoption of new, and improvement of existing, highway drainage works relating to development including inspection and approval.
10. Provide timely advice to developers and colleagues in respect of highway development management aspects of new development proposals.
11. To negotiate highway drainage improvements and financial contributions to mitigate any adverse impacts of development proposals, and to secure those improvements and/or developer contributions through the appropriate legal agreements (for example agreements under Section 104 of the Water Industry Act 1991, Section 38 and 278 of the Highways Act 1980 or via S106 agreements).
12. Preparing detailed reports for consideration/approval by Departmental Executive Directors, Elected Members, Local Area Forums etc. including consultations with other Directorates and external bodies.
13. Attendance at Planning Committee to provide input on highway drainage and flooding issues when required.
14. To assist in the preparation and presentation of evidence at public inquiries/appeals and legal proceedings to defend the interests of the local authority.
15. Oversee the delivery of highway drainage improvement projects and flood mitigation schemes, ensuring compliance with technical standards and agreeing payment for work.
16. Assess the condition of the drainage infrastructure, recommend and check the design of future works for all drainage assets and prepare maintenance bids in conjunction with other relevant business units.
17. Provide engineering services for the maintenance of highway drainage infrastructure.
18. To be the Council's Lead Local Flood Authority (LLFA) representative and point of contact for investigating incidences of flooding in the Borough, in accordance with the Flood and Water Management Act and



related legislation, regional policy and Council practice. Compile reports identifying appropriate responses and liable bodies to occurrences of flooding.

19. Represent the Council at Merseyside Flood & Coastal Erosion Risk Management (FCERM) Partnership meetings and work with the Partnership, Environment Agency, other Councils and Sewerage Authorities in respect of flood remedial work and land drainage issues.
20. Liaise with members of the public, elected Members, Parish Councils, contractors and emergency services as required, in accordance with the Council's customer care policies.
21. On occasion, to attend meetings which are outside of normal office hours, as the service contingency demands and as required by line managers.
22. To provide timely specialist technical advice to developers, Councillors, senior management, other professional teams/working groups and the public on drainage and flooding issues.
23. To ensure that the relevant policies and guidance in relation to highway drainage and flooding are kept up to date and accord with the Council's current policies and national legislation.
24. To keep up to date with current legislation and good practice, providing training and advice to colleagues when required.
25. Supporting and assisting the Highways & Transportation service in the delivery of the functions and services it provides.
26. Deputising for the Team Manager when necessary, representing the Council at public meetings.
27. Represent the Council on highway drainage and flooding matters at meetings with developers, the public, agents, Councillors, Parish Councils, other local organisations, and external bodies, always demonstrating the highest standards of customer care.
28. To work flexibly to ensure that the wider aims and objectives of the Highways & Transportation service are met, and a high standard of service delivery is maintained.
29. Contribute to the management of the Highways & Transportation service to a level commensurate with the Principal Officer grade.



30. To observe the Council's strategies and policies for equal opportunities and diversity.
31. To always comply with the requirement of Health & Safety legislation and Council policy, taking appropriate action where necessary.
32. To undertake other duties as may reasonably be required which are consistent with the role and level of responsibility of this post.

Health and Safety

- To ensure suitable and sufficient risk assessments are carried out taking into account employee's capabilities.
- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals in danger.
- Ensure proposed works affecting highway drainage are undertaken in a safe manner having regard to highway network conditions within the Borough.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use policy and Data Protection Policy,
- Protect the council's information assets from unauthorised access, disclosure, modification, destruction, or interference,
- Report actual or potential security incidents.

Knowsley Better Together – Staff Qualities

The following qualities have been adopted by the Council and apply to all employees. You are expected to embrace and display these qualities.

- **Integrity.** You are required to be open and honest, maintain high standards of personal behaviour and display strong moral principles.
- **Accountability.** You must take personal responsibility for your actions and decisions and understand the consequences of your behaviour.
- **Communication.** You must listen and talk to others, taking account of other people's points of view. You should share information and strive to work together.
- **Respect.** You must treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can.