

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Fire and Rescue

Job Ref Number: 03861

Service Area: Operational Support

Grade : G8

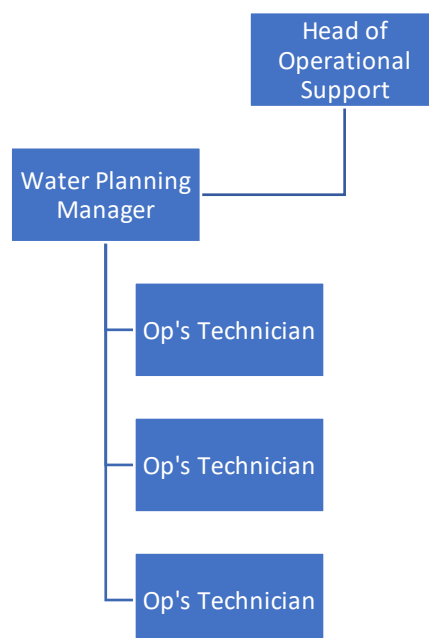
Job Title : Water Planning Manager

PURPOSE OF JOB: The post holder will be responsible for assessing all planning applications received by the Service, considering the impact of applications from a risk and resource perspective. Offering technical guidance and feedback on compliance with relevant legislation, the post holder will engage with developers/applicants as required. The individual will be required to have a good technical knowledge of planning legislation, linking with industry standards and offering direction and guidance for the Service.

Liaison with the Integrated Risk and Fire Protection team will be a vital part of the role with the post holder co-ordinating the Service's response to complex multi-disciplinary planning applications. The post holder will advise LFR's representative on LCCs development groups including the Service Impact of Growth Group, considering applications for Section 106 grants to support future developments.

Management of the implementation of water supplies for fire fighting will be part of the role, having oversight of the maintenance programme, new schemes and abandonments.

TEAM STRUCTURE:



MAIN DUTIES:	
1	Responsible for the development, review and updating of planning applications and management policies for LFR. This will include ensuring that new legislation (relevant to planning applications)
2	Develop and co-ordinate all responses to planning applications received by LFR. Responses will offer technical guidance and comments where applications do not meet the minimum requirements outlined in current legislation
3	Co-ordinate LFRs response to National Significant Infrastructure Project applications. This will include liaising with developers, national leads, industry experts
5	Support and offer comments to LFRs managers who represent on county wide working groups, (Service Impact of Growth Group) ensuring that LFR contribute to overall responses to county wide projects
6	Devise policies and standard procedures for water supplies and hydrants within the county used for fighting means
7	Link with Integrated Risk to consider impact on LFRs delivery model
8	Manage both the revenue and capital budgets associated with water systems maintenance costs on an annual basis, offering updates and feedback to the Budget manager.
9	Maintain accurate data in the hydrant management system employed by LFR and update information as necessary. Ensure accurate hydrant data is supplied to the mobile data terminals and LCC Planweb system
10	Liaise and support the national working groups relevant to planning and fire fighting water systems management
11	Assist with the development and maintenance of business continuity plans and procedures
12	Remain up-to-date and compliant with all relevant legislation organisational procedures, policies and professional codes of conduct in order to uphold standards of best practice
13	Provide professional advice to senior officers on applications for planning where it is felt that amendments will be required to ensure LFRs response model remains current and supportive of the identified risks
14	Manage and control the strategic planning of emergency water supplies within the county. Identify and assess through analysis, provisions of water supplies for firefighting are the requirement on existing and new developments within the county and ensure that the application of Planning Conditions and/or Section 106 Agreements has been applied and fulfilled by influencing and negotiating with relevant partners and customers
15	Oversee, manage, inspect and approve the administration of all hydrant repairs in accordance with statutory deadlines to ensure that any defects are rectified in a timely manner and reported by using the electronic defect reporting and photo recording software so that consistent supply of emergency firefighting water is kept available
16	Liaise directly with the relevant water authority to ensure all works that need to be carried out by the authority are performed within the correct guidelines and procedures
17	Advise and attend meetings with Site managers, Local Planning authorities , Developers, Water Authority Technicians, members of the public in relation to location, requirement and functionality of hydrants in line with legislation to ensure sufficient emergency water supplies are provided
18	Responsible for ensuring safe systems of work in line with the requirements set out in roads and Street works act City & Guilds qualification in Signage, Lighting and Guarding and IOSH working safely qualification, to ensure that both the workforce and public are kept as safe as reasonable practicable within the hazardous environment of the highway.

PERSON SPECIFICATION

	Where identified*	Essential	Desirable
A working knowledge of Approved Document B and relevant guidance to support planning responses in relation to relevant areas for Fire and Rescue	A		✓
An in-depth understanding of the highway code and relevant roadworking legislation to ensure that all guidance and policies adhere to law	A	✓	
Excellent written and verbal communication and numerical skills	A/I	✓	
Highly competent in the use of a wide range of information technology, including word processing, spreadsheet and presentation software, database systems, Geographic Information Systems (GIS) and consultation management systems	A/I		✓
Ability to work independently with minimum supervision, prioritise own work programme, measure and evaluate own performance and progress	A/I		✓
Knowledge of the health and safety requirements associated with site visits	I		✓
Knowledge of the waste management and minerals industries and the legislation and technologies impacting upon these sectors	A/I		✓
Ability to read, understand and explain technical drawings and plans	A/I	✓	
Excellent interpersonal skills, time management, negotiation and influencing skills	A/I		✓
Listening, analytical and research skills relevant to planning	A/I		✓
Knowledge of legislation in related regulatory sectors and the work of organisations involved in these areas	A/I		✓
Knowledge of other disciplines such as transport and economic development that have land-use planning implications	A/I		✓
Able to identify service needs opportunities and weaknesses	A/I		✓
A full clean driving licence	A	✓	

Job Details:	
Job Title	Water Planning Manager
Identifier	03861
Director Area	Fire & Rescue
Service Area	Response and Corporate Support
Score	476
Grade	Grade 8

Factor Levels:	
Supervision/Management Of People	4.1
Dispersal Awarded	Yes
Creativity & Innovation	4
Contacts & Relationships	4
Decisions - Discretion	3
Decisions - Consequences	2
Resources	1
Work Demands	3
Physical Demands	1
Working Conditions	1
Work Context	1
Knowledge & Skill	4