

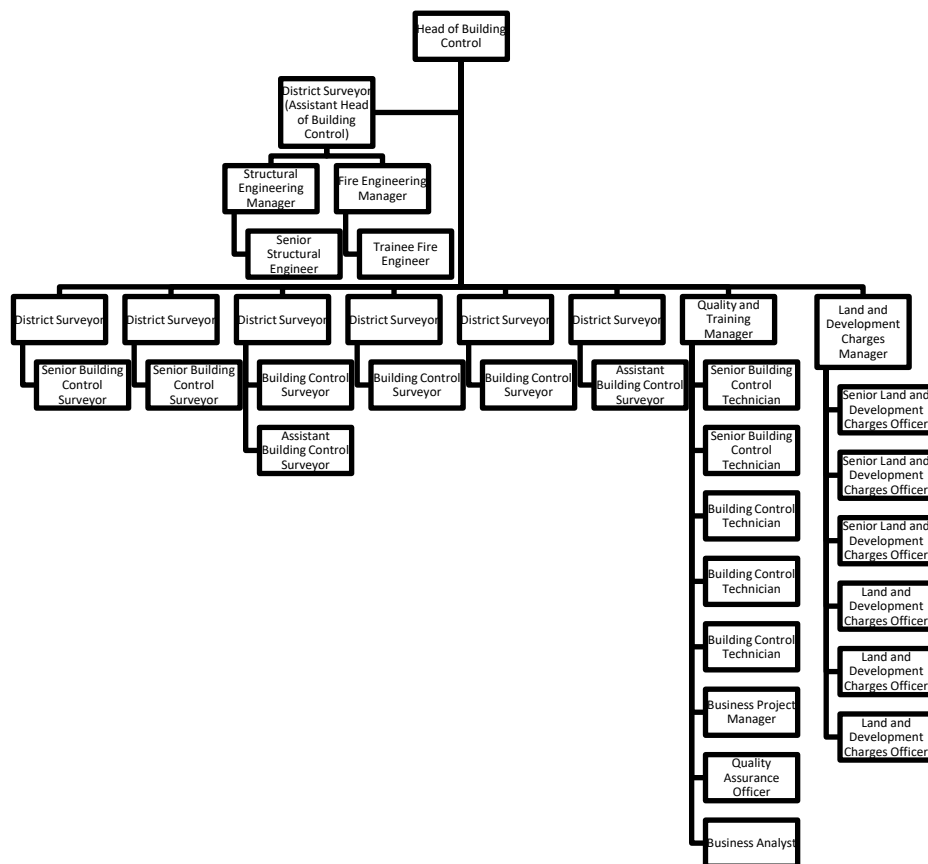
JOB DESCRIPTION

Job Title	Senior Structural Engineer
Department	Planning and Place
Section or Service	Building Control
Grade	Grade H

DESIGNATION:

Responsible to:	Structural Engineering Manager
Employees directly supervised (if applicable):	N/A

Family Tree



JOB PURPOSE:

Undertake technical assessments/activities on building work (Part A of the building regulations), demolitions, temporary structures and dangerous structures and make decisions on those assessments, using skills that would have been gained through qualifications and practical experience, to effectively deliver the Building Control function throughout the Council's jurisdiction and as part of any partnering or similar scheme, ensuring buildings, structures and demolitions comply with the relevant regulatory standards in terms of structural safety.

To deliver an efficient and high quality service in relation to all technical tasks.

Assessing dangerous structures and implementing immediate remedial works.

1. DESCRIPTION OF DUTIES:

Lead on providing specialist structural engineering advice on building control applications, demolitions, temporary structures and dangerous structures to ensure that all relevant requirements of building control legislation and regulations are complied with.

Organise and manage the processing of structural engineering advice for building control and related applications, building control enforcement investigations, corporate enquiries according to statutory and departmental requirements and policies.

Respond to dangerous structures call outs during the working day with appropriate supervision. Carry out remedial/enforcement action as required under the direction/supervision of a District Surveyor.

Within the limits of competence provide accurate information, advice and professional support to businesses and/or individuals, in accordance with the inspection framework or through 'spot checks' and ensure appropriate action is taken to comply with legislation and technical standards, seeking advice as necessary from a District Surveyor.

Either inside the band of competence, or outside of it but under supervision, investigate matters, including complaints from elected members and the public, the control of demolition, dangerous structures, contraventions and unauthorised works and initiate and undertake enforcement action, as necessary, including the issuing of notices, to ensure compliance with the appropriate legislation and the Council's obligations under the Building Act 1984. The post holder will arrange for relevant information, records and files of evidence are sent to a District Surveyor to pass to the council's solicitors as part of an enforcement case. All actions, taken whilst compiling reports on continuing work and decisions taken for the health, safety and welfare of the wider community will be notified to the District Surveyor.

Liaise and/or consult with external agencies, stakeholders, statutory undertakers, members of the public, contractors, professional persons, elected members and internal departments as necessary to ensure a seamless team approach to the provision of guidance, advice and service delivery.

Establish and maintain appropriate links with building professionals, providing an excellent customer-focussed service (either face-to-face or other appropriate form of communication) and support the development of the building control service and with the exploration of new and expanding markets to encourage new and repeat business.

Respond to changes in workload and changing priorities by carrying out the role in a flexible manner which may include working extended hours, at the beginning and/or end of the day.

Understand the vision, values and strategic priorities of the Council so that Officers are engaged and motivated to deliver the Council's strategic and service priorities and objectives.

Actively pursue continued personal development of skills, knowledge and competency necessary for effective performance in the role, for the team, service and authority.

Contributing to the continued registration of Building Control to ISO 9001

To positively contribute to a strong, efficient and effective performance culture with a focus on service excellence and customer satisfaction.

Work in accordance with the Code of Conduct for Registered Building Inspectors.
Ensure relevant corporate requirements regarding Health and Safety are met by the department.

Ensure that General Data Protection Regulations are being met by the department.

Ensure relevant Freedom of Information and Environmental Information Regulations are responded to.

Be committed to the promotion of the Council's Policies on Equal Opportunities and of the role of the service in challenging discrimination and disadvantage and promoting opportunity.

2. DIMENSIONS:

Budget management responsibilities:

N/A

SELECTION CRITERIA/PERSON SPECIFICATION

Job Title:	Senior Building Control Surveyor
-------------------	----------------------------------

Conditions to Note:

Candidates:

When completing your application form, please address your answers directly to each of the selection criteria below. This enables the panel to assess your ability to meet each criterion. It is essential that you give at least one example of your ability to meet each of the four Values and Behaviours: Putting Communities First, Respect, Integrity and Working Together.

Recruiting Managers:

The following values and behaviours are essential criteria in each post and must be addressed directly by candidates. The Guidance Notes on values and behaviours for managers give example questions to probe candidates in the interview and application stages of the recruitment process.

Values & Behaviours

The Royal Borough of Kensington and Chelsea has identified four key behaviours and values that should be demonstrated by all council employees. Successful candidates will show the ability to meet these behaviours. Candidates applying for managerial/leadership roles should also demonstrate two additional leadership behaviours.

A	Equal Opportunities Demonstrate an understanding of and commitment to Council policies in relation to Equal Opportunity, Customer Care and service delivery, and the ability to implement these policies in the workplace.
B	Qualifications: Chartered membership with a relevant professional body (e.g., MICE, MStructE)
C	Knowledge, Skills and Experience: Specialist knowledge of structural engineering within the context of design and construction. Demonstrates excellent knowledge of regulations, legislation and professional codes of practice for structural engineering, including the operational standards and rules set by the Building Safety Regulator and legislation relating to construction and the Health and Safety at work act and associated Building Control functions of a local authority. An understanding of professional boundaries and how they impact on service delivery within a setting of local government. Experience of working within a quality management system with the ability to deliver work tasks in accordance with the standard.

	Proven experience in risk assessing buildings and structures to determine regulatory action under dangerous structure legislation, including experience liaising with emergency services in dealing with emergency incidents. Proven experience investigating reports of unsafe buildings and structures, able to make technical assessments and take matters forward in the public interest. In-depth knowledge of Part A of the Building Regulations 2010 and associated codes. Experience in the assessment of demolition details and the issuing of Counter Notices under Section 81 of the Building Act 1984 (as amended). Excellent communication skills both written and oral, with the ability to discuss technical issues with construction professionals as well as the ability to distil technical information in a way that is easy to understand for residents and other lay people. Excellent negotiation, and engagement skills with experience managing Client, Principal Designer and Principal Contractor relationships. Good time management and organisational skills, able to effectively manage a portfolio of work in accordance with quality management requirements.
--	--

Our Values & Behaviours	
D	PUTTING COMMUNITIES FIRST - We put local people at the heart of decision making in everything we do. - We seek to include and involve: all voices matter. - We provide quality services that are responsive, effective and efficient. The following examples are indicators of effective behaviour: - I actively involve and include the communities that I serve in my work. - I shall reflect the views of the communities in my daily work. - I shall improve the service I provide through seeking feedback from others. Our residents will feel that: - I have been included - I can see how my views have been taken into account - I can see improvements and developments based on my input
E	RESPECT

	• We listen to everyone and value the personal experiences of people in our communities and of each other. • We adopt a fair, and involving approach regardless of any way in which an individual is different to us. The following examples are indicators of effective behaviour: • I adapt my approach to take account of all differences and cultures in the community and with colleagues. • I ensure I am equitable and fair by including those who are quiet or may not be able to represent themselves. • I communicate in a way that is respectful, encourages involvement and meets people's needs. Our residents will feel that: • I feel my culture and background are respected. • I have confidence that action is being taken. • I feel I am being treated fairly.
F	INTEGRITY • We act with openness, honesty, compassion, responsibility and humility. • We let people know what we are doing and communicate why and how decisions have been made. The following examples are indicators of effective behaviour: • I demonstrate empathy in my interactions with others. • I am honest and transparent about the decisions I take. • I follow through on the actions I say I will take and take ownership for communicating the outcome. Our residents will feel that: • I am told when something is not possible and the reasons why are explained to me. • I feel my perspective is listened to and understood. • I feel my views are valued
G	WORKING TOGETHER • We work together and in partnership with everyone that has an impact on the lives of our residents. • We want to understand, learn from each other and continually adapt. The following examples are indicators of effective behaviour: • I work with others to provide an effective service for residents, local communities and other departments within the Council. • I seek ways to work with other departments to deliver a seamless service and find opportunities to improve. • I seek out opportunities to learn from my colleagues and build on good practice. Our residents will feel that: • I can get my issue resolved without being passed around departments. • I find it easy to access the services that I need. • I feel the Council is open to new ideas.