

Post Specification

Post Specification - Key Information

- **Post Title: Lead Officer – Flood and Development Management**
- **Date: Feb 2026**
- **Post Group Number: 6350**
- **Job Family: Regulation and Technical**
- **Job Family Role Profile: RT16**
- **Final Grade: 16**

To be read in conjunction with the job family role profile.

Service Area Description

Delivery of the technical advice to fulfil the Council's statutory responsibilities as the Lead Local Flood Authority and Coastal Protection Authority for Westmorland and Furness.

Purpose of this Post

To act as a lead officer working with a team of specialists responsible for the delivery of technical advice and regulatory functions in relation to local flood risk management and coastal protection.

To fulfil the Council's statutory responsibilities as Lead Local Flood Authority and the Coastal Protection Authority.

Key Job Specific Accountabilities

1. To deputise for the Senior Manager of the Flood and Coastal Risk Management Service to coordinate all aspects of service delivery, activity and reporting associated with the Council's statutory responsibilities as the Lead Local Flood Authority and Coastal Protection Authority.
2. Work within the relevant professional practice/standards/guidance as defined by a framework of council best practice and procedures, as well as legislative guidelines with the ability to tackle issues and develop innovative solutions.
3. To carry out activities relating to the assessment, management and coordination of matters associated with local flood risk management and coastal protection, including providing formal technical advice, engaging with partners and stakeholders, and identifying appropriate mitigation or intervention measure in line with statutory duties.
4. Providing advice to colleagues, other officers and external parties on the interpretation and application of relevant policies, technical principles and regulations/legislations in respect of the areas or responsibility.
5. Carry out other tasks commensurate with the grade as may be required

Key Facts and Figures of the Post

- **Budget Responsibilities:** For the identification, coordination and securing of appropriate mitigation, intervention or investment measures in support of local flood risk management and coastal protection functions, with an indicative value of approximately £4million per annum.
- **Staff Management Responsibilities:** To provide leadership and support to all staff within the Flood and Coastal Risk Management Service, with some direct line management responsibilities.
- **Other:** Deputise for the Senior Manager

Essential Criteria

- **Qualifications:** Professional qualification, degree or NVQ Level 5 or equivalent
- **Knowledge/Expertise:** Expert breadth and depth of knowledge regarding planning, highways management, flood resilience and relevant legislation.
- **Experience:** Experience of managing/supervising staff and work allocation

Disclosure and Barring Service (DBS) Checks

- This post does not require a DBS check.

Job Working Circumstances

- **Emotional Demands:** Occasional in dealing with conflict or difficult negotiations.
- **Physical Demands:** Normal effort required
- **Working Conditions:** Mainly office based, with some travel within Westmorland and Furness.
- **Other Factors:** To model and display the corporate standards of behaviour.