

Job Description

Job Title	Senior Drainage Inspector
Grade	PO2
Reporting To	Senior Highway Maintenance and Street Lighting Manager
JD Ref	REG138P

Purpose

Supervise and manage the highway drainage team and highway drainage assets. Investigating highway drainage issues, undertaking CCTV surveys and presenting detailed reports. Managing and updating the drainage asset management system. Collaborate with stakeholders and external agents in matters of highway drainage.

Main Duties And Responsibilities

Behavioural:

- Enjoy, achieve, create impact, and thrive in the role and organisation.
- Live our values and leadership behaviours in the role and organisation.

Highway Maintenance service duties & responsibilities:

- Write various works contracts to procure specialist drainage teams to maintain highway drainage assets.
- Responsible for the highway drainage assets including capturing and maintaining drainage records on asset management system.
- Responsible for providing detailed reports on drainage issues to enable Team Leaders to respond to customer and Councillor enquiries.
- Monitor the drainage budget of approximately £500,000 per year, presenting regular reports on expenditure to senior management.
- Assist with the development of new drainage policies.

Team Leadership and Management:

- Provide strong leadership, strengthening engagement, growth, culture, innovation, collaboration and performance.
- Assign responsibilities, setting clear expectations, and deliverables to team members and empower them to excel in their roles.
- Through continuous improvement strengthen the tools, practices and impact of the service.
- Coordinate and supervise the highway drainage CCTV surveys team and write reports on findings.

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- Responsible for providing risk assessments and reviewing method statements from Contractors carrying out associated drainage works on/off the highway.
- Work with the highway drainage team to ensure the efficient cleansing of the highway drainage assets and developing new methods of operations.

Communication, Engagement and Training:

- Liaise with external agencies, Council Members and Contractors.
- Attend Flood Alleviation Meetings and provide updates on issues with Wirral's Drainage assets to United Utilities, Environment Agency and Welsh Water.

Data Analysis and Decision-Making:

- Investigate highway drainage issues, presenting detailed reports and findings and provided fully costed options of solutions.
- Develop solutions to drainage problems, researching and evaluating new operational methods and materials.
- Approve technical drawings relating to new highway drainage systems that will be introduced to the highway network.
- Analyse reports received from the drainage team to assess and prioritise further works, from within the budget available, and present regular reports of the issues and the prioritised programme of works.
- Utilise strategies and policies in place including for necessary statutory processes and stakeholder engagement, to ensure effective project or programme delivery.

Compliance:

- Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
- Ensure that all service initiatives adhere to relevant legislation, policies and practices.

Other:

- Any other duties commensurate with the grade.

Role Specific Knowledge, Experience And Skills

Qualifications

- A professional qualification at least at ONC / NVQ level 3 or equivalent which would demonstrate an aptitude and knowledge in civil/structural/construction engineering or equivalent experience dealing with highway drainage.
- *Desirable - A professional qualification at least at HNC / NVQ level 4 or equivalent which would demonstrate an aptitude and knowledge in civil/structural/construction engineering or equivalent experience dealing with highway drainage.*

Knowledge & Skills

- Knowledge of highways and highway drainage assets.
- Broad understanding of Well Managed Highways Infrastructure - Code of Practice
- Broad understanding of New Roads and Street Works Act (NRSWA) 1991
- Broad understanding of Flood & Waste Management Act 2010



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- Technical Experience required to read Engineering drawings.
- Ability to understand drainage reports.
- Ability to produce drainage reports and provide tech reports to evaluate and make strategic decisions.
- Good communication and interpersonal skills.
- Demonstrate intermediate IT skills Microsoft Office eg Excel, Word, Outlook etc
- Time management
- Good literacy and numeracy skills.
- *Desirable – Detailed knowledge of drainage terminology.*
- *Desirable – Broad understanding of a Well Managed Highways Infrastructure - Code of Practice.*
- *Desirable – New Roads and Street Works Act (NRSWA) 1991.*
- *Desirable – Flood & Waste Management Act 2010.*
- *Desirable – Ability to create drawings using Computer-aided design software e.g AutoCAD or similar.*

Experience

- Experience in the highway maintenance environment.
- Dealing with highway drainage issues.
- Using CCTV survey equipment and interpreting results.
- Supervising people.
- Broad understanding of the Council's strategies and policies for delivering customer focussed outcomes on the delivery of maintaining highway drainage assets.
- Technical knowledge and professional experience in negotiation and collaboration with stakeholders, contractors and external agents in matters of highway drainage.
- Broad understanding of asset management principles and best practice, to enable comprehensive and accurate records to be prepared and maintained.
- *Desirable - Extensive experience of working in a highway drainage team.*

Additional Information

- Ability to travel across the Borough and work from various locations.
- Work hybrid, with a flexible working approach to accommodate service needs.
- Expected to work from a fixed location (subject to change).
- On occasion, able to work outside traditional hours, of a weekend and evening as required, adopting a flexible working approach in response to business requirements.

Health & Safety Considerations:

- Moving or handling heavy loads
- Working in a confined space
- Working at Heights
- Working with sewerage
- Lone working
- Working outside
- Work with VDUs (Video Display Unit) (>5hrs per week)
- Driving duties
- Exposure to persons with challenging or aggressive behaviour



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Approved By: Linda Summers (Highway Asset Manager)
Date Of Approval: 16.02.26



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