

**Manchester City Council
Role Profile**

**Principal Building Inspector - Class 3G - H, Grade 11
(plus £10,000 Market Rate Supplement)
Planning, Licensing & Building Control Service, Growth & Development
Directorate
Reports to: Building Control Team Leader
Job Family: Technical**

Key Role Descriptors:

The role holder will have lead strategic accountability across a significant specialist area for the delivery of a range of highly complex and high profile technical projects, corporate initiatives or work packages that achieve the Council's corporate aims and objectives.

As a subject matter expert, the role holder will oversee the design, development and implementation of frameworks which enable the operation of effective technical services and support their contribution to the achievement of strategic and operational objectives.

The roleholder will work in partnership with services across the organisation to ensure appropriate and effective governance and compliance is in place and supports organisational objectives and embraces the principles of collaborative working.

Key Role Accountabilities:

Provide a strategic technical consultancy function for the assigned service area, ensuring that complex and innovative technical solutions are delivered in line with customer and legislative requirements. Dependent on the service area, this may include software / information technology support, engineering, surveying, curating or other specialist functions.

Lead on the review and development of service standards and organisational strategies for the assigned service area, defining key performance indicators and ensuring they are continually measured and improved. Ensure that the organisational direction of travel and agreed policies / procedures are embedded within strategy development, including Public Service Reform principles

Accountable for the delivery of complex strategic work packages (using project management methodology where appropriate), ensuring that outcomes deliver organisational objectives and enable the Council to meet its legal obligations and strategic objectives.

Provide strategic support to the authority's corporate approach to a range of external regulatory and inspection processes, and to internal governance processes. Ensure

the development and maintenance of effective systems and procedures for proper management of the organisation's statutory and internal governance functions.

Effectively commission work packages both within the assigned service area and from other service areas / organisations in order to provide a holistic approach to advice and ensure that all factors are accounted for in the decision-making processes of the organisation.

Identify key strategic service-related issues, ensuring the effective implementation of timely and appropriate action. Champion improvements in the quality, consistency and coherence of service focused activities with a consistent focus on improved quality, performance and customer service.

A strong and clear advocate for the organisation's *m people* approach.

Roles at this level may be required to manage a range of assigned resources, which may be human, financial or other, to ensure continuous improvement in service delivery. Staff management duties may be either through direct line management of a team (including appraisals, performance management and other duties) or through matrix management of a virtual team of officers.

Dependent on the service area, the roleholder may be required to work on a rota basis including out of hours as required to meet customer demand.

Demonstrate a personal commitment to continuous self development and service improvement.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

Where the role holder is disabled, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the role. If, however, a certain task proves to be unachievable, job redesign will be fully considered.

Role Portfolio:

The role sits within the Planning, Building Control and Licensing Service. The service is responsible for delivering key outcomes for the city, new homes and new jobs that are safe, respond to the climate change agenda and are of the highest quality.

The role holder will support the service by having detailed knowledge and experience of the Building Control function and the statutory framework within which it sits as well as a thorough understanding of associated legislation relating to construction, building, property and development and a detailed knowledge of construction types and techniques, including Fire Safety.

Registered, with the additional knowledge and experience required to carry out the restricted activities described in secondary legislation and to advise building control bodies who are undertaking restricted functions in relation to all building types including non-standard and higher rise buildings as defined in the Building Safety Act 2022 (as amended).

The role holder will support the Head of Building Control in the strategic development and performance of the section and the implementation of initiatives within the service and at corporate level, with particular emphasis on the financial and operational performance of the Building Control team.

The role holder will have responsibility for Building Control and its involvement in the work of regeneration teams and the provision of neighbourhood services and be responsive to the needs of communities in the delivery of the council's statutory duty relating to Building Control services, these include dangerous structures and sports grounds.

The role holder will develop relationships with clients and stakeholders to deliver the Building Control service in a proactive fashion and to reinforce the council's values.

By managing links with other Council services and external agencies at a local, regional and national level the role holder will ensure that the Building Control service demonstrates a joined-up approach to its regulatory function.

By working at regional and national level, the role holder will engage in joint working to improve standards in relation to buildings, building work and public safety and the development of partnerships necessary to maintain the high standards of service delivery required by the Council.

Key Behaviours, Skills and Technical Requirements

Our Manchester Behaviours

- We are proud and passionate about Manchester
- We take time to listen and understand
- We 'own it' and we're not afraid to try new things
- We work together and trust each other
- We show that we value our differences and treat people fairly

Generic Skills

- **Communication Skills:** Ability to build and maintain strong networks of support both internally and externally and to forge effective partnerships with external agencies, voluntary and statutory, and key stakeholders for the continuous improvement of services. Ability to harness the full commitment and responsibility of key stakeholders in delivering the vision of excellence for the city.
- **Analytical Skills:** Skills to analyse a wide range of data and other sources of information to break them down into components parts, patterns and relationships: probes for further understanding of problems and makes rational judgements from the available information and analysis demonstrating and understanding of how one issue may be part of a much larger system/issue.
- **Planning and Organising:** Ability to maintain focus and objectivity under various conditions and skill in managing and maintaining a multi-priority workload, progressing various ideas and plans concurrently.
- **Problem Solving and Decision Making:** Ability to react to immediate problems of a highly complex nature with associated risk factors and deliver pragmatic solutions sometimes under extreme pressure.
- **Creative Skills:** Uses creative ability to find solutions and whilst considering policy and procedure is also confident in adopting (and justifying) novel or non standard approaches.
- **Financial Management:** Strategic awareness of the financial structure of the Council and the implications of decisions on the delivery of value for money for tax payers.
- **People Management:** Effective development, management and motivation of staff within service area, providing leadership and planning for the work of a service based function or Council wide team. Establishes clear targets and monitors progress to ensure continuous improvement in service delivery.

Technical Requirements (Role Specific)

- Qualified to degree level or equivalent, in a related discipline and holds a professional membership of a building control related organisation – Chartered Assoc of Building Engineers (MCABE), Chartered Institute of

Building (MCIOB), or Royal Institution of Chartered Surveyors (MRICS), or equivalent.

- Registered as a Class 3 G-H Building Inspector with the Building Safety Regulator
- Must have relevant building control related knowledge and experience acquired whilst working in a Local Authority or Registered Building Control Approver organisation