

**Manchester City Council  
Role Profile**

**Senior Building Inspector – Class 2A - F, Grade 10  
(plus £8000 Market Rate Supplement)  
Planning, Licensing & Building Control Service, Growth & Development  
Directorate  
Reports to: Principal Building Inspector/Team Leader  
Job Family: Technical**

**Key Role Descriptors:**

The role holder will have lead accountability across a significant or specialist area for the delivery of a range of major technical projects, corporate initiatives and work packages.

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

**Key Role Accountabilities:**

Provide a lead 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.

Drive the effective delivery of work packages to ensure service objectives are achieved, to support the effective decision-making processes of the Council and to enable it to meet its legal obligations and strategic objectives.

Play a key role in the review and development of organisational strategies, ensuring that key performance indicators are met. Provide effective operational and strategic support to the authority's corporate approach to external regulatory / inspection and internal governance processes.

Foster successful relationships and secure stakeholder commitment through strong and effective negotiation to ensure work packages are delivered effectively and to customer requirements and agreed objectives.

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, including consideration of Public Service Reform principles.

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.

The role holder will be required to work on a rota basis including out of hours as required to meet service 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 Council objectives, new homes and new jobs and development that is safe, inclusive and responds to the climate change agenda.

As part of the Building Control team and within the subject areas, activities and functions within the competence framework and the ability to deliver on these in compliance with the individual registration:

The role holder will carry out the examination of building plans and inspect work or events in progress under the provision of building control legislation. This covers all building types other than those dealt with by Class 3 Specialist Inspectors (except under supervision as agreed with management). This will include the administration and enforcement of public safety legislation in relation to dangerous, ruinous and dilapidated buildings and demolition work and sports ground safety.

The role holder will have a detailed knowledge and experience of the Building Regulations as well as a good level of understanding of associated legislation relating to public safety and dangerous structures and a detailed knowledge of construction types and techniques.

The role holder will be expected to be the lead contact for specific major projects across the city with responsibility to ensure the plan checking and site inspections are carried out in an efficient and effective way with due consideration to client requirements and financial restraints.

The role holder will be expected to check plans and carry out site inspections of all manner of buildings and structures and prepare clear and accurate reports and notices that can be used for legal purposes

The role holder will assist in the daily management of a team of surveyors/engineers and in the development of less experienced personnel and in the undertaking of work of a complex nature, dealing with dangerous buildings during normal working hours.

The role holder will participate in the out-of-hours emergency call-out procedure, in respect of dangerous buildings.

The role holder will ensure that the City Council's Building Control services achieve statutory requirements and adheres to the Council's values and behaviours.

## 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 communicate equally, appropriately and effectively with the widest range of individuals and groups across all sectors and levels of society.
- **Analytical Skills:** Demonstrates the ability to apply analytical and logical thinking to gathering and analysing information, designing and testing solutions to problems, and formulating plans.
- **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
- **ICT Skills:** Skills to play an active role in improving the interface between the business and ICT, including the articulation of the benefits of ICT infrastructure to the business.
- **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.
- **Commercial Skills:** Demonstrates sound business intelligence and ability to identify commercially viable opportunities and secure value for money in service delivery
- **People Management:** Ability to exert positive influence over the performance of others, promoting others' self-esteem, inspiring trust and fostering confidence in others' ability to achieve high standards, thereby enhancing a performance orientated culture which supports the delivery of high quality services to the community.

### 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 (CIOB), or Royal Institution of Chartered Surveyors (MRICS), Chartered Engineer (CEng), Institute of Structural Engineers (MStructE) or equivalent.
- Registered with the Building Safety Regulator : Class 2A – 2F standard
- Must possess relevant building control related knowledge and demonstrate experience acquired whilst working in a Local Authority or Approved Inspector building control organisation.