

POSITION TITLE:	River Engineer		
GROUP:	Asset Management	SECTION:	Regional Assets
REPORTS TO:	Team Leader Engineering		
RESPONSIBLE FOR:	NA		
FAMILY:	TP1	GRADE:	17
DATE REVIEWED:	August 2023		

HBRC STRATEGY

Our Vision:

We want a healthy environment and a resilient and prosperous community.

Our Purpose:

We work with our community to protect and manage the region's precious taonga of rivers, lakes, soils, air, coast and biodiversity for health, wellbeing and connectivity.

Our Values:

- **Partnership and Collaboration:** We work with our community in everything we do.
- **Accountability:** We hold ourselves to account to deliver results, be responsive to community expectations, and the best use of ratepayers' funds and assets
- **Transparency:** We report on what we do and the value this delivers for our community
- **Excellence:** We set our sights and expectations high, and never stop striving to do better

Our Focus:

- **Water quality, safety and climate-resilient security** ~ *Te kounga o te wai, te haumarutanga me te mārohirohi ā-āhuarangi o te whakamarutanga.*
- **Climate-smart and sustainable land use** ~ *Kia koi, kia toitū hoki te whakamahinga o te whenua.*
- **Healthy, functioning and climate-smart biodiversity** ~ *kio ora, kia āhe, kia mārohirohi ā-āhuarangi hoki te rereanga rauropi.*
- **Sustainable and climate-resilient services and infrastructure** ~ *kia toitū, kia mārohirohi ā-āhuarangi hoki ngā ratonga me ngā hanganga ā-whare.*

POSITION SUMMARY

The River Engineer provides relevant, professional input into the roles and functions of the Regional Asset Team to assist in the achievement of team objectives. This role provides information on river processes to our wider engineering team. There will be a requirement to create a strategic approach for river operations, as well as undertake design works for bank protection, stop banks and river training works. The River Engineer will undertake quality assurance work for operations and capital delivery teams and assess gravel sustainability. Interventions in the river systems will be aimed at ensuring that any rivers that are managed by the schemes provide the desired level of service.

GROUP AND TEAM GOALS:

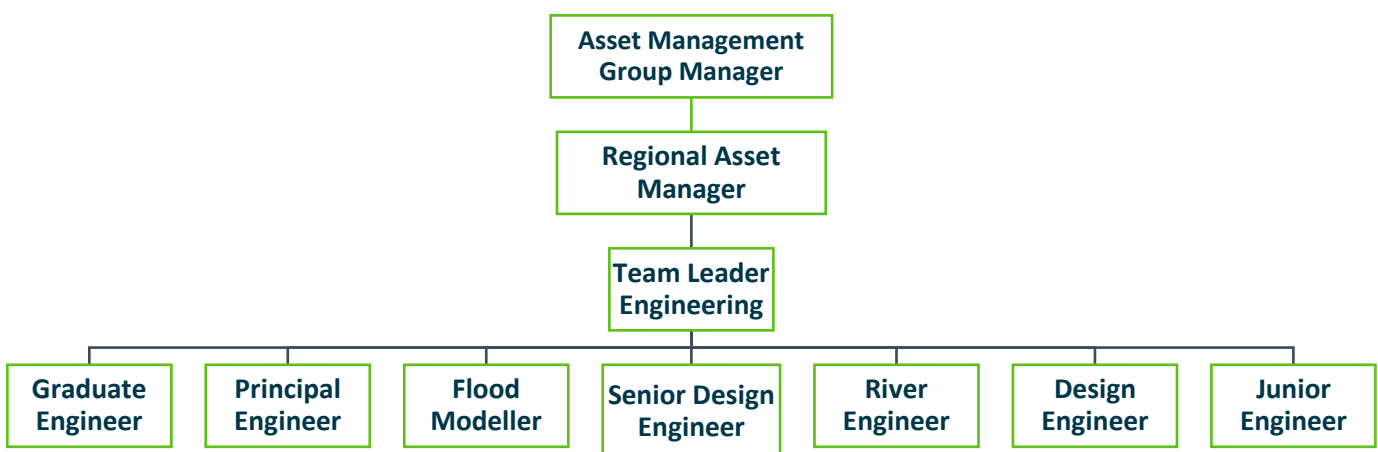
The Regional Assets team provides the following role and functions as part of the Asset Management Group:

- Engineering design for flood control and drainage infrastructure, including stopbanks, river works, and drainage works. The work will involve developing concepts, assessing options, investigations, design,

reporting, consulting with public and other interested parties, the supervision of drawing preparation, contract documentation and construction supervision.

- Provision of current and future asset management direction of flood control and drainage infrastructure assets including for example:
 - Review of levels of service.
 - Review of current asset management plans and the development of new plans as required.
 - Establishment of process and funding mechanism(s) to provide for future growth.
- Waterway and flood modelling for specific projects as required for asset management, emergency management and other Council business.
- Management of scheme waterways to enhance the ecology and biodiversity values together with the cultural and recreational values.
- Ongoing management of HBRC's infrastructure assets in accordance with asset management plans.
- Monitoring and managing the region's coast and riverbed gravel resources, and providing advice regarding HBRC involvement in these.
- Responding to requests involving engineering input, particularly in the assessment of resource consents and public information and report as required.
- Management of projects associated with the development of strategic plans for mitigating risks associated with natural hazards – e.g., super design flood, coastal erosion.
- Management of HBRC's land portfolio:
 - Manage Council's open space assets and Regional Parks for public use & enjoyment.
 - Manage the leases and lease renewals.
 - Deal with land acquisition and HBRC land ownership issues.
 - Advocate for HBRC in subdivision and esplanade reserve/strips.
 - Maintain an understanding of issues that affect Maori, community liaison.
- Undertaking hydrologic and hydrodynamic modelling and flood studies on a consultancy basis for the Territorial Authorities in the region, Gisborne District Council, and private concerns.
- Undertaking various other project works as required by Council.

ORGANISATIONAL CONTEXT



JOB SPECIFIC ACCOUNTABILITES

- Monitor asset performance, utilisation and condition in accordance with requirements set out in activity management plans.
- Ensure flood protection is provided to Council's Level of Service in areas protected by Council stopbanks.
- Ensure river channels and bank erosion are managed to Council's Level of Service in other maintained river networks.
- Contribute to the Asset Management Group strategic objectives and planning.
- Develop engineering investigations and designs for flood control and drainage infrastructure to a high professional standard within the budgets and time frames set.
- Utilise modern tools to undertake inspections and analysis of river management assets (stopbanks, dams, river protection/flood control assets).
- Teach and involve others in the team in inspections and analysis to share knowledge.
- Undertake inspections of HBRC river protection assets
- Produce annual strategies for river management activities that have been developed from HBRC scheme reviews, feeding into operational work plans.
- Provide direction at a strategic level for river design.
- Set up/establish design standards for river protection assets.
- Audit of capital works that have been undertaken when requested.
- Manage dam reviews as required.
- Technical support for capital delivery projects that are being undertaken by the wider team.
- Take accountably for ensuring assigned projects are completed effectively and efficiently.
- Ensure that all written reports provided are appropriate and to a high standard.
- Acknowledge and respond to requests for engineering input into a range of other Council work as and when required. Notwithstanding other priorities, suitable time frames should be negotiated with requesting sections which meet the requirements of both.
- Ensure that all advice and guidance given is appropriate, accurate and provided to a high professional level.
- Ensure the ecological, biodiversity, cultural and recreational values associated with the work have been effectively considered. Liaise with other members of the team and across Council for guidance on this.
- Respond to requests from territorial local authorities and general public for assistance with various engineering enquiries. Ensure these are dealt with effectively.
- Actively liaise with stakeholders to ensure that their requirements are clearly identified.
- Actively partake in team activities and positively contribute to the Regional Assets Team.
- Represent HBRC in an ethical manner

FUNCTIONAL RELATIONSHIPS

Internal

- Group Managers
- Executive Team
- Team members

External

- Consultants and contractors
- Government agencies and departments
- Technical and legal professionals
- Territorial local authorities
- Iwi and other community groups
- Members of our community

COMMUNITY RELATIONSHIPS

Fostering good working relationships is fundamental to the successful achievement of strategic goals for HBRC. We know we can't achieve change without the people (our community) outside our business. As expressed under our purpose statement, "working with our community" is at the heart of everything we do. This is particularly relevant to our relations with Tāngata Whenua in terms of co-governance and co-management. Successful

relationships involve building trust. Which in turn enables us to support each other to respond to new challenges as they arise.

This means:

- Professional attitude is projected at all times in dealing with external contacts.
- Information is accurate and is provided in a timely manner.
- Outcomes that are fair and clearly understood by both parties are achieved.
- Customers are satisfied with responses to written or verbal requests for information.

CONTINUOUS IMPROVEMENT

All Hawke's Bay Regional Council (HBRC) staff are expected to actively and enthusiastically promote the concept of continuous improvement in their work for HBRC. This means:

- Maintaining a positive overall attitude in the workplace, including promoting HBRC in a positive manner, as assessed by your peers and Manager.
- Taking part in training opportunities provided by HBRC with an open mind, as assessed by pre and post training meetings with your manager.
- Practicing the skills provided in training offered by HBRC, as assessed by regular feedback meetings with your manager.
- Showing a strong team commitment, as indicated by peer feedback and your manager's assessment.
- Practicing the concept of continuous improvement by showing initiative with new ideas and positively acknowledging other ideas.
- Giving honest and open feedback as and when required, aiming to constructively deal with all issues, as assessed by regular feedback meetings with your manager.
- Deliver on project outcomes: on time and on budget.
- Displaying sound judgment and making responsible decisions.
- Working to high quality standards and where applicable contributes to maintenance of ISO 9001:2015 accreditation of the Quality Management System.

HEALTH AND SAFETY

All staff are expected to follow established health and safety procedures while working for HBRC, and in accordance with policies developed by HBRC. This means:

- Complying with and adhering to HBRC's accepted standards and procedures.
- Where appropriate, taking responsibility for workplace hazards/risks you identify and communicated to management.
- Undertaking regular reviews of workplace risks/hazards that are present in your work.
- When, and if, necessary, participate in the investigation of accidents/incidents according to HBRC procedures.
- Undertaking appropriate and effective staff training when required or necessary.
- Promoting a healthy and safe workplace.
- Actively supporting health and safety initiatives.
- Comply with any rehabilitation plan designed with you for a return to work after an accident.

EMERGENCY MANAGEMENT

When a Civil Defence event happens, you may be required to assist with carrying out the Council's Civil Defence responsibilities after providing required support for your family and dependants. All HBRC staff are expected to undertake such Emergency Management functions as are determined appropriate to meet HBRC's role and function in this area. This means:

- Undertaking such a role as is allocated for emergency management requirements.
- Participating in such exercises as are required to maintain a state of preparedness in HBRC.
- Responding to such requests to assume an emergency management role as are required by events.
- Understanding the contents of the relevant section of the Business Continuity Plan (BCP) and its implications for your role.

- Where the requirements of the role require it, review the relevance of the BCP for your team, section or Group on a regular basis.

PERSON SPECIFICATION

Minimum Qualifications and Experience required.

- Relevant bachelor's degree equivalent tertiary qualification in engineering or other relevant area (e.g. Science, Hydrology, River Management)
- Chartered Professional Engineer is preferable (or in the process)
- At least 5 years' experience in engineering aspects of local government, utility, or engineering consultancy organisation.
- Engineering in natural resources is desirable.
- Professional experience of river / flood management and / or hydraulic structures
- Experience of working in multidisciplinary teams
- Experience of managing clients and other project stakeholders
- Valid driver's licence required

Knowledge

The following indicates what would typically be expected for this role at a competent level:

- Awareness of the following legislation: Resource Management Act, Soil Conservation and Rivers Control Act, Local Government Act.
- Understanding of civil design including stormwater and earthworks.
- Understanding of GIS or CAD software would be desirable.
- Proficiency in MS Word, Excel, Project, PowerPoint and other database and information management systems
- Analytical skills.
- Communicating effectively to convey and interpret data/information.
- Collaborative work practices to build strong working relationships.
- Problem solving working knowledge

Personal Attributes

- Can do attitude.
- Team player
- Open and willing to share knowledge within the team.
- Sound judgement and initiative
- Ability to create harmony in a team.
- Ability to anticipate change, remain flexible and be innovative.
- Excellent interpersonal skills with the ability to initiate and engage effectively at all levels, internally and externally.
- Ability to effectively gather multiple sources of information and apply technical and analytical skills to make effective decisions.
- Ability to effectively plan, organise and co-ordinate work to ensure that goals are achieved with the highest quality of work possible within agreed timeframes.
- Ability to clarify objectives, identify key issues, consider all perspectives and evaluate.
- Ability to cope with a variety of work and on occasion difficult situations.
- A high level of courtesy and listening skills.

Awareness

- Demonstrated awareness of Te Tiriti o Waitangi and including Te Reo Māori in relevant and practical ways in interaction and engagement to demonstrate respect and value of Tikanga Māori in appropriate settings.

CHANGES TO JOB DESCRIPTION

From time to time, it may be necessary to consider changes in the job description in response to the changing nature of our work environment. Such changes, including technological requirements or statutory changes, may be initiated by the manager of this job with due consultation with the position holder. This job description should be reviewed as part of the preparation for performance planning for the annual performance cycle.

ACKNOWLEDGEMENT

I have read this job description and fully understand the requirements set forth therein. I understand that this is to be used as a guide and that I will be responsible for performing other duties as assigned. I further understand that this job description does not constitute an employment contract with Hawke's Bay Regional Council.

Employee Signature

Date

Printed Name