

London Surface Water Strategic Group

Appointment of new Chair

Information pack for applicants

The closing date for the receipt of applications for this post is: **31 July 2023**

Diversity

To ensure our public bodies better represent the communities we serve, we positively welcome applicants from all walks of life.

Equal opportunities

UK government has a policy of equality of opportunity. We aim to promote equal opportunity policies whereby no one suffers unfair discrimination either directly or indirectly, or harassment, on grounds such as race, colour, ethnic or national origin, sex, gender identity, marital status, disability, sexual orientation, religious beliefs or age.

Disability

We guarantee to interview anyone with a disability whose application meets the minimum criteria for the post. 'Minimum criteria' means you must provide sufficient evidence in your application, demonstrating that you meet the minimum level of competence required for each essential criterion, as well as meeting any of the qualifications, skills or experience required.

Contents

1. About the London Surface Water Strategic Group	4
Introduction.....	4
London Surface Water Strategic Group members.....	4
London Surface Water Strategic Group meetings and working arrangements.....	4
Further information	4
2. Being Chair of the London Surface Water Strategic Group.....	5
Role description.....	5
Chair Post – person specification/essential criteria	6
3. Terms of appointment	7
Time input and remuneration.....	7
Period of appointment	7
Conflicts of Interest.....	7
4. How to apply	7
5. Selection Process	7
Selection.....	7
Assessment Panel and Interviews.....	8
Eligibility for appointment.....	8
Conflicts of interest and due diligence	8
6. How we will handle your application.....	9
7. Data protection.....	Error! Bookmark not defined.

1. About the London Surface Water Strategic Group

Introduction

The London Surface Water Strategic Group (LSWSG) was set up following severe flash flooding affecting the city in 2021. The LSWSG is overseeing a programme of improvements to address this. The LSWSG has made considerable progress already to identify all relevant stakeholders and begin raising awareness of the work underway to create a pan London strategy, as well as defining the scope of work. These are a few examples of progress made by the LSWSG:

- The LSWSG was set up and has met in December 2022, April 2023, and June 2023.
- Employed a secretariat and project officer solely focused on delivering this work.
- A stakeholder matrix has been developed to ensure key stakeholders are identified and collaborated with.
- Established working groups for key themes to ensure progress is being made against six workstreams and specific actions even before a strategy is in place.
- The process to procure consultants to develop the first strategy and action plan is underway and contract to commence by summer 2023.
- An annual monitoring report 2022 has been created and will be published this year, highlighting progress achieved in relation to reviews and reports completed since 2021. More information about these reports and reviews can be found in the further information section of this pack.

The London Surface Water Strategic Group members

The LSWSG comprises senior-level representatives from London's Lead Local Flood Authorities and other organisations with a flood risk management or strategic governance role including:

- London Boroughs – maximum total of six representatives drawn from Chair and vice chairs of London Councils' Transport and Environment Committee and/or Thames RFCC Strategic Partnership Leads
- Mayor of London – Deputy Mayor for Environment and Energy
- Environment Agency – London Area Director
- Transport for London – Chief Health, Safety and Environment Officer
- Thames Water – Strategic Resource and London Operations Director
- London Fire Brigade – Assistant Commissioner
- Thames RFCC – Independent Member

The LSWSG meetings and working arrangements

The LSWSG meet at least four times per year. The chair will be required to give 5 days per month and must be accessible for in person meetings in London.

Further information

TEC report published in Feb 2022 on Surface Water- [TEC Executive Sub Committee - 10 February 2022 | London Councils](#)

GLA Interim report on surface water flooding was published in March 2022- [Surface Water Flooding in London | London City Hall](#)

Thames Water Internal Review and Independent Flood Review were published in 2022, which reported over 1500 properties flooded- [London flooding response | About us | Thames Water](#)

London Resilience Forum (LRF) and the EA have updated the London Strategic Flood Response Framework in 2022. The framework provides strategic direction to respond to all flood risk sources.- [LFB Letter \(london.gov.uk\)](#)

National infrastructure commission report on surface water flooding was published in November 2022; The headline in the report is that 3 million homes in England are at risk of damage due to flooding caused by heavy rain.- [Reducing the risk of surface water flooding \(nic.org.uk\)](#)

2. Being Chair of the London Surface Water Strategic Group

Role description

You will lead the LSWSG, whose purpose it is to drive greater collaboration between the partners to manage surface water flooding and lead the development and implementation of a comprehensive strategy to address surface water flood risks in London. You will work collaboratively with the members of the LSWSG to ensure the LSWSG identifies and delivers effective solutions to mitigate the impacts of surface water flooding in the city. You will, where necessary, broker differences of opinion.

Key outcomes of the role

- Drive the co-ordination and collaboration of the LSWSG and wider partners to enable a step change in surface water flood risk in London.
- Deliver a strategy and implementation plan to manage surface water flood risk across London in collaboration with all key stakeholders.
- Drive forward implementation of the strategy and plan including creating opportunities for enhanced collaboration to deliver actions needed on the ground.
- Identify and secure funding to help deliver the plan.
- Raise and sustain awareness of Londoners on surface water flood risk and empowering people to take action to help manage the risk.

In agreement with the LSWSG, you may direct the creation of one or more task and finish groups, or other suitable sub-groups, to make more rapid progress on particular issues and report back to the LSWSG.

Key Responsibilities:

1. Provide strategic direction and leadership to the LSWSG in the development and implementation of a comprehensive surface water flooding strategy for London.
2. Maintain and enhance the LSWSGs' commitment to working together to manage the risk of surface water flooding.
3. Liaise with key stakeholders, including local and national government, and other London based organisations to ensure effective collaboration and alignment of goals.

4. Identify funding opportunities to resource the necessary actions needed for the strategy and plan to be successfully implemented.
5. Work with local authorities and risk management authorities to ensure that the strategy and implementation plan can be effectively delivered.
6. Work with London's diverse communities and representative organisations to ensure engagement and involvement with the strategy and implementation plan.
7. As a public facing role, you will need to engage with and represent the LSWSG in relevant forums, meetings, and governmental committees while speaking for the LSWSG nationally and internationally.
8. Facilitate the sharing of knowledge, resources, and best practices within the LSWSG and with external partners.
9. Monitor and evaluate the progress and success of the LSWSG initiatives, reporting back to stakeholders on a regular basis.
10. Ensure that the LSWSG operates with transparency and accountability, adhering to relevant regulations and guidelines.

Chair Post – person specification/essential criteria

Essential Criteria:

1. Proven leadership experience, with the ability to inspire and motivate a diverse group of stakeholders and experts. Ability to collaborate, resolve disputes, encourage consensus, and engage in negotiation.
2. Understanding of London's water management structures, organisations involved and governance arrangements. Familiarity with London's unique urban and political context and its complexities in organisations structure.
3. Prior experience of working with or for local government organisations responsible for local surface water management.
4. Extensive experience in water management, environmental planning, or a related field, with a strong understanding of surface water flooding issues and mitigation strategies. Demonstrable understanding of inequities around climate impacts and commitment to environmental sustainability, social equity, and climate resilience.
5. Excellent communication and interpersonal skills, with the ability to engage effectively with a wide range of audiences, including senior-level decision-makers, technical experts, and the public.
6. Strong strategic thinking and problem-solving abilities, with a track record of delivering successful projects in complex environments.

Desirable Criteria:

1. Knowledge of relevant regulations, policies, and frameworks related to water management and flood risk reduction in the UK.
2. Experience in managing or participating in public consultation processes, stakeholder engagement, or community outreach initiatives.

3. Terms of appointment

The terms and conditions for this appointment will be supplied to the successful candidate. Key points to be aware of are set out below.

Time input and remuneration

Remuneration for this post is £17,500 per annum for a commitment of five days per month.

Period of appointment

It is anticipated that the appointed candidate will take up their post before 1st of October 2023. The appointment for this post will be for 5 years, with any reappointment subject to a good performance assessment.

Conflicts of Interest

You must inform us if you have any conflict of interest that might affect your ability to undertake this role. You should disclose information on any relevant business interest, public appointment or position of authority, including other connections with commercial, public, political or voluntary bodies.

4. How to apply

Candidates should submit their:

- CV with education, professional qualifications and employment history;
- the names and contact details for two referees;
- their statement of suitability. The statement of suitability should give evidence of strength and depth of your ability to meet the **essential criteria** for this role. Please provide specific examples to demonstrate how you meet each of the essential criteria (max two pages please);
- completed diversity and political activity monitoring form;
- completed conflicts of interest, conduct and advertising monitoring form (please also note the section on conflicts of interest and due diligence below (page 8)).

Your application above should be returned by the closing date to:

Georgia.Randall@london.gov.uk

If you want to learn more about this role, there will be a Microsoft Teams session on Monday the 17th of July between 10am-11am. If you are interested in attending, please contact

5. Selection Process

Selection

Shortlisting will take place during August 2023 and the candidates who, from the information provided, most closely match the criteria will be invited to interview. It is therefore essential for your statement to give full but concise information relevant to the appointment. Assessment against the criteria will be carried out by an Assessment Panel.

Assessment Panel and Interviews

The Assessment Panel will consist of:

- Charlotte Wood- Area Director London, Environment Agency
- Nevil Muncaster- Strategic Resource and London Operations Director, Thames Water
- Mayor Philip Glanville- London Borough Hackney and Chair of Transport and Environmental Committee, London Councils.

Interviews are likely to take place in August 2023 and candidates who progress to interview will be contacted individually with relevant details. References will be taken up for those candidates prior to their interview.

Interviews will last approximately 1 hour and candidates will be asked questions to assess whether they demonstrate that they have the qualities specified.

At each stage all candidates will be advised in writing of the outcome of their application and, if successful, information for the next stage.

If invited to interview and you will require special arrangements, please give details in your response to enable us to make the appropriate arrangements.

Eligibility for appointment

You cannot be considered for appointment:

- if you have been declared bankrupt or have an existing arrangement with creditors;
- if you have, within the last five years, served a sentence of imprisonment of three months or more; or
- if you have been disqualified from being elected or being a member of a local authority.

Conflicts of interest and due diligence

If you have any interests that might be relevant to the work of the London Surface Water Strategic Group, and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your application.

If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause public confidence in the appointment to be jeopardised, it is important that you bring them to the attention of the Assessment Panel and provide details of the issue(s) in your application. In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media.

As part of our due diligence checks we will consider anything in the public domain related to your conduct or professional capacity. This will include us undertaking searches of previous public statements and social media, blogs or any other publicly available information. This information may be made available to the Assessment Panel and they may wish to explore issues with you should you be invited to interview.

6. How we will handle your application

The London Surface Water Strategic Group will acknowledge receipt of your application. Candidates will be contacted again after the closing date and once the Assessment Panel have considered all the applications.