

# Building Control Manager – Grade 16

## Job purpose

The Place Directorate is working to make the Kirklees economy more resilient and better able to adapt to economic and environmental pressures and challenges. It does this by developing and delivering integrated strategic plans and services to stimulate economic and environmental activity. It also carries out regulatory functions and aims to create fair conditions for businesses to operate.

Our mission is to create a district in which people are proud to live and work, where businesses and communities have a sense of ownership and involvement, and where neighbourhoods are welcoming, attractive, and successful, and where people have a good quality of life

The Building Control service delivers two main streams of work, one dealing with Building Regulations and the other Public Safety. The Building Regulation work stream will mainly cover promoting minimum standards in construction through checking applications, inspections and enforcement with the Public Safety area more general public/ health and safety linked issues in the built environment such as dangerous structures, demolitions, fire safety in council and other premises, sports grounds and events and other miscellaneous activities Team work is the key to success whilst delivering the regulatory and commercial services of Building Control. The Building Control team and this post in particular will have a significant role in delivering the Councils requirements for the Building Safety Standards.

Interaction and representing the council in the wider LABC network is required and will ensure that the service is fully conversant with the latest pressures and that consistent and appropriate policies and requirements are implemented in line with the wider national network.

This role is based within This role is based within [Place](#). Find out more about [working for Kirklees](#).

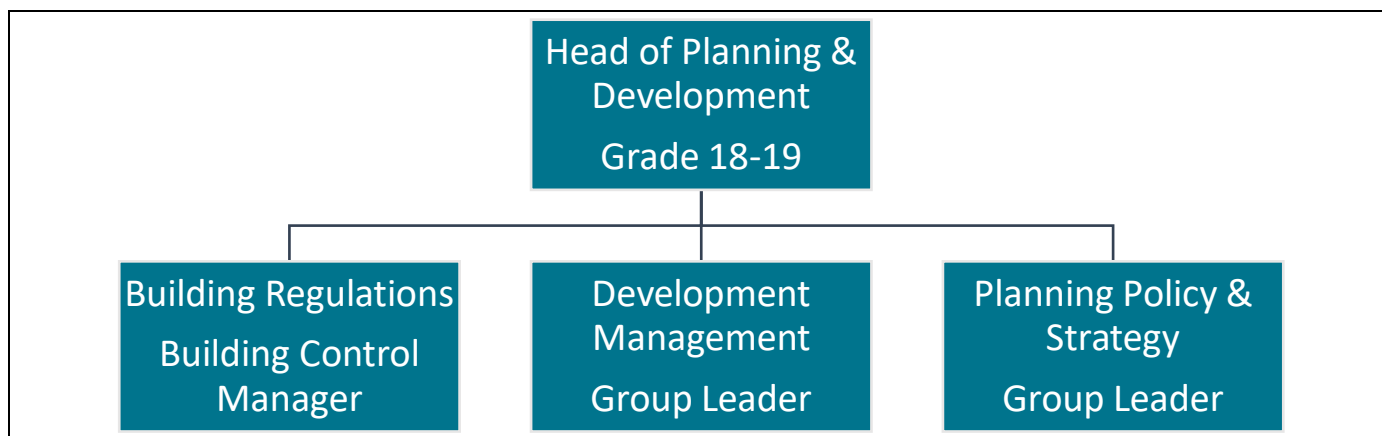
## Key areas of responsibility

- Deliver a high-profile programme of excellent projects, initiatives and programmes delivered on time and to budget.
- Head a well-managed and motivated team who deliver a service at the forefront of UK and European good practice.
- Provide expert technical support and advice to Directors, Council Cabinet.
- Technically excellent to latest competency requirement levels e.g., LABC level 6 competency in associated areas, SASG and Other Public Events, Managing Legislative Compliance, Fire Safety in Complex Buildings and have a Class 3/4 as a registered building inspector.
- Proactively contribute to partnership projects to meet corporate priorities.
- Ensure staff are supported and valued through effective supervision and performance management. The development of staff is encouraged, and they are provided with

appropriate opportunities to develop their competence, capacity and broaden their experience.

- Services are developed, delivered, and effectively managed within budget to the required high standards.
- Shaping and delivery of council regulatory services to secure maximum impact for the economy and our local community
- Innovative solutions are used address key business/community/customer concerns and improve service delivery.
- The Council’s statutory functions regarding Building Control are carried out.
- The Council is represented on appropriate regulatory matters in local, regional, national, and international forums.
- Appropriate Management Information Systems are maintained and rolled out to relevant partners, both within and without the council
- Financial and operational targets set for income generation are achieved and that the service experienced by users is of a high standard.
- Secure and effectively manage funding as a budget owner.
- Fire Safety and regulatory requirements are of the highest standard in all council premises to reduce the council’s risk.

## Position of job in organisational structure



## Employee Specification

<b>Knowledge, qualifications, skills, and experience</b>	<b>Shortlisting criteria</b>
A professional qualification in a relevant field – MRICS/CABE/IFE	Essential
Be registered with the building safety regulator at Class 3 /4	Essential
LABC level 6 competency in associated areas.	Desirable
Extensive experience in Building Control management particularly in connection with major development proposals.	Essential
In depth and extensive knowledge in the latest Building Regulation policy, requirements, guidance, and procedures	Essential
Experienced at working in a sensitive political environment.	Essential
Experience of major or complex development proposals; their management and how to negotiate key outcomes	Essential

Knowledge, qualifications, skills, and experience	Shortlisting criteria
Extensive knowledge of Health and Safety and fire regulations	Essential
Use of relevant IT systems	Essential
Accepts this post is politically restricted.	Essential

## Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 3. Find out more about [Council Behaviours and Expectations](#).

## General information

See your responsibilities related to [Safeguarding](#).

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail, and we expect you to work flexibly within your skills, knowledge, experience, and grade of this job.

## For Office Use Only:

Job Category	Planning & Building Control	Grading ID	66900
Job ID	80102981	Last Updated	March 2026
Job Focus	No	Career Progression	No

## Contractual Variants

DBS Category	No	DBS Type	No
Health Check	No	Politically Restricted	H-Sens-Advice to Cllrs
24/7 working	No	Public Holidays	No
Night Working	No	Alternating Pattern	No
Standby	No	Other	No
Checked by HR	M Lunn		