



Job profile

Service and job specific context statement

Directorate:	Business and Environmental Services
Service:	Highways and Transportation
Post title:	Senior Engineer – Highways Development Service (HDS)
Grade:	M
Responsible to:	Team Leader – Development Management
Staff managed:	Manage staff on a project/matrix basis (not direct line management)
Date of issue:	October 2016
Job family:	P&T - Professional & Technical

Job context

The Transport and Development Team sits within the Network Strategy Group of the Highways and Transportation service. The Team's core functions are :

- Delivering the County Council's Highways Development Management service
- Responding to significant and strategic planning applications on behalf of the County council as local highway authority
- Providing strategic guidance to colleagues in other teams dealing with non-strategic planning applications on behalf of the County Council as local highway authority
- Managing developer funded amendments and additions to the highway network mainly through Section 278 Agreements and Section 38 Agreements on behalf of the County Council. Inputting to the Community Infrastructure Levy (CIL) process on behalf of the County Council as Local Highway Authority
- Overseeing the Advance Payments Code procedure within North Yorkshire
- Managing a Design and Build service for developers (Highways Development Service - HDS).

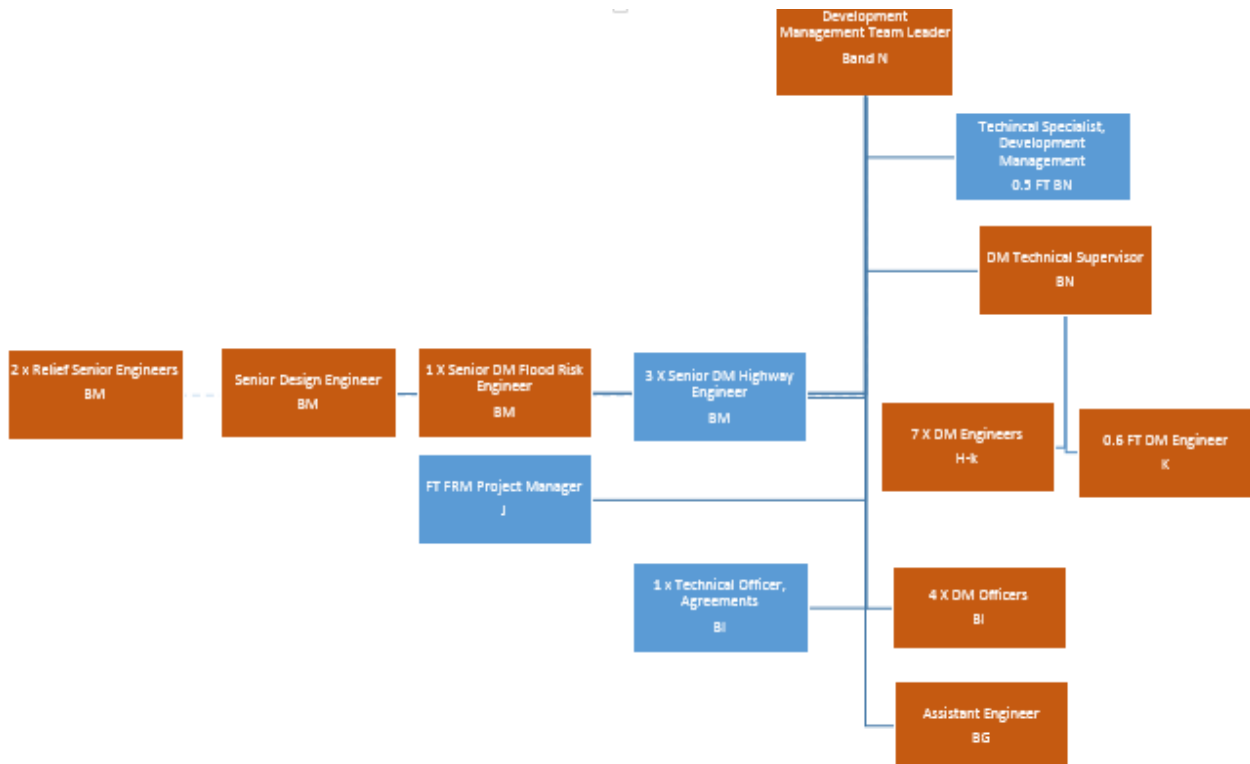
The post will be based at County Hall in Northallerton but will usually work on a locality basis.

Some out of normal office hours may be necessary from time to time (e.g. Parish Council meetings).

Structure



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Job Description

<p>Job purpose</p>	<p>The core focus of this role is to:</p> <ul style="list-style-type: none"> • Manage and coordinate the work relating to the Council's Highways Development Service, to be the single point of contact for developers and to ensure the project's success by achieving a set return and delivery of key objectives; • Help deliver the highways development management service including supervising the Development Management Engineers and Highways Officers; • Provide professional advice and direction on development management issues to others involved in delivering the service in the team and to colleagues throughout the Service Unit.
<p>Operational management</p>	<ul style="list-style-type: none"> • Commission design work and services from the Council's professional services consultant or in-house teams; • Ensure HDS construction projects are let in the most efficient and cost effective way; • Single Point of Contact for developers throughout the end-to-end HDS process; • Managing a HDS programme of work activity; • Ensure that Local Highway Authority responses to Planning applications and Local Plan consultations are appropriate and timely. • Manage developer funded highway works.



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- Provide specialist advice in respect of highways development management to the public, other agencies and other services of the County Council as required.
- Provide technical input on behalf of the Local Highway Authority to the Local Planning Authorities' Development Plans and to Regional and sub-regional transport planning.
- Assist in the development and implementation of the County Council strategies in support of the Local Transport Plan on transportation and development issues through provision of specialist advice and guidance.
- Assist in the development of policies and protocols to guide development through provision of specialist advice and guidance.
- Ensure that the highway and transportation aspects of major developments contribute to Local Transport Plan objectives and targets.
- Manage and deliver funding mechanisms to secure improvements to the highway network to facilitate Development Plan land allocations
- Manage the Local highway Authority input to the CIL regulations for all the planning authorities within North Yorkshire.

Partnership/Corporate Working

- Foster effective and constructive working relationships with internal teams, professional services consultants, the developer community, planning authorities and others to promote and achieve the project aims and outcomes;
- Develop close working relationships with Local Planning Authorities and other partners in delivering highways development management
- Engage effectively with the Highways Area Offices, Legal, Finance, Communications and other service areas where required, County Councillors and a wide range of external stakeholders.
- Work with Planning authorities, developers, Highways Agency and other external bodies to secure suitable solutions to deliver growth whilst securing appropriate solutions to mitigate the impact of development on the highway network.
- Represent the County Council at public meetings, Public Consultations, and meetings of Local Planning Authorities Parish Council and other bodies.
- Represent the County Council as an Expert Witness at Public Inquiries.
- Assess major development proposals involving negotiating with all parties to secure developer's improvements to the highway network involving Agreements and Contracts for carrying out the works.
- Provide professional advice and direction on matters relating to development and transportation.
- Liaise with other sections of the Directorate, other County Council Directorates, the Highways Agency and Planning Authorities on major Development and transportation matters.
- Liaise with the public on matters relating to major developments and transportation.
- Contribute to the preparation of Local Planning Authority's Development Plans and input to other local and regional strategies.
- Advise on the highways and transportation aspects of major development proposals
- Supervise the preparation implementation and monitoring of Agreements to control development.
- Assess the highway aspects of major planning applications and recommend a response to the local Planning Authority.
- Manage consultations on plans and initiatives.

Communications

- Actively promote the Highways Development Service to the private sector;
- Acts as advocate for the HDS to internal teams and articulate a clear commercial and customer focused narrative;



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	<ul style="list-style-type: none"> • To provide professional advice on highways and transport matters relating to development including strategic advice where appropriate. • To liaise with other sections of the Directorate, other County Council Directorates, the Highways Agency and Planning Authorities on major development matters including strategic advice on highways development management. • To produce high quality, accurate written technical proposals, committee reports, briefing notes and other documentation relating to highways development management.
Resource management	<ul style="list-style-type: none"> • Resource planning and programming work activity; • Ensure that work outputs are achieved in a timely and cost effective way across multi-disciplinary engineering teams, coordinating and allocating tasks as required; • Manage consultants and provide a client function; • Ensure that work programmes and targets are achieved on time and to budget • As budget manager, monitor income and expenditure associated with the HDS, • Ensure the delivery of Advanced Payment Codes and Private Streetworks. • Manage the preparation and implementation of Agreements to control development. • Contribute to monitoring of performance against targets contained in the Service Performance Plan
Systems and information	<ul style="list-style-type: none"> • Provide regular progress and performance reports on the Highways Development Service; • Identify, manage and articulate project risk and issues; • Ensure that advice to planning authorities and developers is underpinned by a sound evidence base. • Prepare and present reports to Committees, Councillors and the public including reports to other authorities' planning committees. • Use systems and information as appropriate to quality assure the work of other professional and support staff. • Ensure the highways development management database is appropriately used. • Manage confidential information relating to potential land allocations in Development Plans.
Strategic management	<ul style="list-style-type: none"> • Take responsibility for delivery of the Highways Development Service, to the required cost, time and quality; • Contribute to Corporate Directorate and cross Directorate developments through actively promoting and developing the Service's contribution to both County and Directorate level priorities and objectives as set out in the Corporate Plan and Service Plan. • Provide input to the production, monitoring and review of the procedures and policies for highways development management and developer funded highway works. • To ensure the Council's role in external agencies is delivered. To work with partners to achieve this and represent the Council on forums, groups and meetings.



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Person Specification

Essential upon appointment	Desirable on appointment
<p>Knowledge</p> <ul style="list-style-type: none"> Detailed knowledge of current guidance and legislation regarding highways development management, developer funded highway works and the Planning process. Knowledge of highway design issues including Design Manual for Roads and Bridges (DMRB) Knowledge of computer based management information systems. Project management. 	<ul style="list-style-type: none"> Commercial awareness and acumen.
<p>Experience</p> <ul style="list-style-type: none"> Multi-disciplinary and/or multi-agency working. Successful delivery of projects. Managing consultants. Contract management. Budget management Assessment of significant development proposals. Agreements to control development. Representing the Authority at public meetings, often in a challenging environment. Consultation with local Planning Authorities, Parish Councils and other bodies. Experience of presenting technical matters to a non-technical audience 	<ul style="list-style-type: none"> Working with or in the private sector. Works programme management. Experience of preparing and presenting evidence at a public inquiry. Delivering or managing change.
<p>Occupational Skills</p> <ul style="list-style-type: none"> Excellent oral and written communication skills. Ability to articulate technical information to non-specialists. Customer care skills. Budgetary/financial management. Problem solving and the ability to find practical solutions through creativity and innovative thinking. Analytical skills and decision making. Excellent organisational skills. Highly motivated, adaptable and resourceful. ICT skills including the use of a number of different software packages, including Microsoft Office. Excellent persuading, Influencing and Negotiating Skills and ability to deal effectively with challenge. 	<ul style="list-style-type: none"> Ability to act as a credible expert witness for the County Council on highways development management
<p>Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role</p> <ul style="list-style-type: none"> HND/HNC in an appropriate discipline and/or significant relevant experience. 	<ul style="list-style-type: none"> Membership of an appropriate Engineering Institution. Degree in other relevant discipline.
<p>Other Requirements</p> <ul style="list-style-type: none"> Ability to travel for work purposes including to remote sites Ability to attend meetings outside of normal business hours 	



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Behaviours	Link
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NB – Assessment criteria for recruitment will be notified separately.

Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.