



**North
Northamptonshire
Council**

Job Description and Person Specification

Job details

Job title: **Senior Highway Adoption and Agreement Engineer**

Grade: **RT8**

Reports to: **Development Liaison Manager**

Responsible for: **Providing expert professional highway engineering advice to all parties regarding the highway implications of development and managing a team that delivers such services.**

Directorate and Service area: **Highways and Waste – Development Liaison**

Purpose of the job (why the job exists)

In conjunction with the Development Liaison Manager to be responsible for the co-ordination and management of all highway development management functions including expert highway and engineering advice on planning applications, road adoption and / or highway works agreements to the Council, Councillors, colleagues within other Council disciplines and developers.

To secure negotiate with and secure funding from developers, where appropriate, as part of the planning and agreement processes, to support and deliver the Council's policies and strategies as may be adopted or promoted by the Council or Government.

Principal responsibilities (please make these concise and ideally no more than 8)

1. To prepare and issue advice on new streets / prospectively adoptable roads within new developments and provide statutory highway and transport related consultation responses to planning applications and all that this entails including site visits, consideration and any other matters relating to the planning consultation process including preparation of evidence for planning appeals and appearance as expert witness at public inquiries.
2. To line manage, supervise and oversee the delivery of road adoptions and agreements, consultation responses to planning applications and monitor response times by the Development Liaison team.
3. To provide impartial professional highway and transport related advice to the relevant Council committees and represent the Council in consultations with MP's, Councillors, Police and Community Groups and individuals, by providing high quality highways advice and responses to issues raised.
4. To secure, in association with the Development Liaison Manager and other senior staff, appropriate levels of infrastructure / contributions to mitigate the impacts of major developments to support the Council's aims and objectives in delivering sustainable development proposals.

5. Co-ordinating and managing the process of checking Transport Assessments / Transport Statements submitted by developers. This includes (but not exclusively):
 - Scoping of Transportation Assessments / Transport Statements with Developers/consultants to ensure that submitted Transport Assessments / Transport Statements are prepared in accordance with NNC's requirements
 - Assessing submitted documentation in support of Planning Applications, such as Transport Assessments, Transport Statements and Travel Plans.
 - Considering the trip generation assumptions of development land uses (using TRICS for example), understanding capacity assessments (including ARCADY, PICADY, LINSIG etc.), and distribution and assignment of predicted development trips with reference to strategic transportation models.
 - Passing technical elements of Transport Assessments to other colleagues within the wider group where appropriate and co-ordinating the responses, and liaising with developers/consultants on the outcome of this process
6. To have an understanding of Strategic Transport Models, such a SATURN, in relation to considering the transportation impacts of major development proposals, and to liaise with modelling colleagues and developers/consultants regarding Strategic Transport Model scoping and model outputs.

General responsibilities applicable to all jobs

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Understand the Council's commitment to Corporate Parenting and take responsibility to support this commitment. Enable the council to be the best corporate parents possible to children and young people in our current and previous care.
4. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.



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Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	Professional Engineering qualification or equivalent	Related continual professional development Incorporated Engineer
Experience and Knowledge	Good experience of the application of highway engineering and/or planning policies in the town and country planning process. Ability to understand Section 278/38 and Section 106 Agreements used in relation to Developments Ability to understand Transport Assessments Ability to understand Strategic Transport Models Ability to understand technical and safety audit requirements Ability to understand and follow technical, legal and administrative procedures. Experience in preparing and presenting technical reports to senior managers Familiar with highway design standards	Demonstrate experience of managing schemes, budgets and other resources Experience of preparing Transport Assessments Experience of using Strategic Transport Models
Ability and Skills	Ability to work on own initiative and apply creative and innovative thinking to projects, and emerging strategies. Ability to think and work at a strategic level, and understand the impact of decision making on communities and the environment	Political awareness and judgement Demonstrate experience of managing effective and meaningful public consultation associated with specific projects.

Attributes	Essential criteria	Desirable criteria
	Ability to think strategically and provide evidence of developing and implementing innovative concepts to complex service challenges Ability to grasp and explain complex issues and deal sympathetically with sensitive issues. Able to work under deadlines, delegate appropriately and have the ability to identify and manage demanding situations, individually and collectively. Proven negotiations skills with colleagues, private, public, voluntary sector partners and community interests Ability to effectively manage meetings both internally or externally Excellent interpersonal skills with the ability of communicating effectively at all levels and of presenting ideas on service issues to colleagues and the community Committed to public service and to co-operate and collegiate working across the Council. Good written, verbal and numerical skills. Ability to function as part of a team and to support colleagues as necessary.	

Attributes	Essential criteria	Desirable criteria
	Ability to travel to different locations is an essential requirement of the post as is the attendance of evening meetings as and when required. From time to time, the post holder will be required to attend evening meetings with members of the public, Parish and Town Councils, and other Council Committees.	
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	
Additional Factors		