



## Cumberland Council

### Post Specification

<b>Date</b>	<b>September 2023</b>
<b>Post Group Number</b>	<b>7083</b>
<b>Post Title</b>	<b>Streetworks Manager</b>
<b>Job Family</b>	<b>Regulatory &amp; Technical</b>
<b>Job Family Role Profile</b>	<b>RT17</b>
<b>Final Grade</b>	<b>Grade 17</b>

To be read in conjunction with the job family role profile

#### Service Area description

The Streetworks Team manages and coordinates all aspects of work undertaken on the Cumberland highway network. This includes the inspection of all Utility work activities, from coordinating the works to inspecting the works from the start to completion in accordance with the New Roads and Street Works Act 1991 and its relevant codes of practice, the Traffic Management Act 2004, the Highways Act 1980, Cumberland Council Permit Scheme and the relevant Cumberland Council Service Procedures.

#### Purpose of this post

To manage the delivery of Utility works across Cumberland and the coordination of inhouse works. To act as the single point of contact for streetworks in Cumberland.

To have leadership and management responsibility for a team of technical and operational staff covering a wide range of statutory highway functions and asset improvement and covering all activities associated with the New Roads and Street Works Act 1991, the Traffic Management Act 2004, the Highways Act 1980, Cumberland Councils Permit Scheme and all relevant codes of practice associated with these acts, including Cumberland Councils Policy and Service Procedures including setting these internal policies and procedures.

To be the lead County manager for the Utility works programme across Cumberland.

To manage a diverse range of contractors and to be the key County interface between the highways network management team and the statutory undertakers.

To represent the Council on issues relating to the New Roads and Street Works Act 1991, The Traffic Management Act 2004 and the Highways Act 1980 within Cumberland, regional within the North West and Nationally within HAUC UK and to provide related expert advice on all Streetworks activities.

To facilitate the Coordination of all works activities on the Network, including Highway Works, Utility works, private permits and licences, in accordance with the Traffic Management Act 2004 and ensure parity is maintained between all works both 3rd party and Cumberland Councils own works.

## Key job specific accountabilities

To manage and lead multi-functional team, responsible for managing and coordinating works in line with the New Roads and Street Works Act 1991, the Traffic Management 2004 and Highways Act 1980. Policy development including coordinating of all works on the network, data entry, analysis and production of recommendations of all works relating to the Streetworks activities.

This will include the production of development plans, performance management, training needs analysis and training delivery.

To take a strategic review of the Streetworks activity throughout Cumberland and to share best practice nationally and regionally at JAG UK and HAUC England and to represent the council on these groups.

Managing a Streetworks/Permit ICT function on behalf of the Place Sustainable Growth and Transport service to ensure optimum effective usage and availability of systems and to liaise with the corporate ICT providers to facilitate Cumberland Councils Streetworks Permit scheme.

Preparation and submitting yearly the Business Plan, budget and work programmes and developing policy recommendations to the senior management team and managing the performance, including budget and financial performance of the team.

Planning, organising, controlling and monitoring team activities and assigned projects/programmes to meet the set targets and standards. At all times to make regard to the safety of the public and staff in relation to the activities undertaken.

Providing expert specialist advice on the interpretation and application of policies, legislation, regulation, guidance and technical principles within across the areas of accountability and Act as an 'expert witness' on behalf of the Council in regard to New Roads and Street Works Act 1991, The Traffic Management Act 2004 and the Highways Act 1980.

Determining compliance with Council policies and legal/regulatory frameworks on situations with major implications and enforce decisions. Including preparing of prosecutions in line with the relevant Acts.

Ensure the highest standard of health, safety and environmental management are met at all times and support a safety focussed culture within the Place Sustainable Growth and Transport Service.

## Please note annual targets will be discussed during the appraisal process

### Key facts and figures of the post

<b>Budget Responsibilities</b>	<ul style="list-style-type: none"><li>Responsible for revenue and capital budgets up to £3m per annum</li></ul>
<b>Staff Management Responsibilities</b>	<ul style="list-style-type: none"><li>Line Management responsibility for up to 40 staff</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>Management of information relating to area of service · Preparing reports Street Works performance for the council and regional/national HAUC and JAG committees and technical reports on issues relating to Street Works.</li></ul>

### Essential Criteria - Qualifications, knowledge, experience and expertise

A relevant degree or NVQ Level 5 in appropriate discipline or equivalent and Membership of appropriate professional body.

Substantial senior level experience in an operational management discipline. Ideally within a highways or wider civil engineering discipline.

Substantial experience of leading a safety driven culture within an operational context.

Political processes and structures of the Council and its key partners in a rapidly changing environment.

A strategic knowledge of highways and transportation issues and services including Asset management, project, programme and risk management, Performance management and Contract / Partnership management.

Extensive experience of managing complex issues, programmes and contracts including change management and the implementation of innovation in service delivery.

Extensive experience of working with partners and external agencies in the delivery of outcomes.

Political awareness and sensitivity and the ability to communicate and influence effectively with elected members, partners, senior management and staff at a strategic level.

Highly developed communication skills with the ability to communicate effectively at all levels. It is essential that the post holder can communicate complex and often challenging issues clearly to colleagues' right across the organisation.

Financial management experience and working with financial management systems.

Significant experience of operating the financial and programming aspects of Highways projects, programmes and works contracts.

Extensive knowledge of application of standards, specifications, systems, guidelines, regulations, policies, and legislation appropriate to relevant work areas or service.

Able to travel extensively throughout the County and to attend evening and regional meetings when required.

#### **Disclosure and Barring Service – DBS Checks**

- This post does not require a DBS check.

#### **Job working circumstances**

<b>Emotional Demands</b>	Minimal
<b>Physical Demands</b>	Normal
<b>Working Conditions</b>	Normal
<b>Other Factors</b>	
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