**Job and Person Profile (JPP)**

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| **Job details** |
| **Job title** | 17865 |
| **Job Reference** | Senior Transport Planning Engineer |
| **Grade and Salary** | 6 - £39,513 - £45,595 per annum (pro rata for part time)This role includes performance related pay progression |
| **Service and Team** | Transport Strategy – Transport Planning team |
| **Location** | Endeavour House, 8 Russell Road, Ipswich, IP1 2BX |
| **Hours per week** | 37 |
| **Status** | **Permanent**  |
| This role may offer the following flexible working options | * *Working part time hours (eg different hours/days to those advertised)*
* *Job sharing*
* *Working compressed hours (eg a nine-day fortnight)*
* *Term time working (including partial term-time working)*
* *Use of flexitime / time off in lieu*
* *Hybrid working options, including some home working*
* *Working from different Council buildings*
* *Working adjusted core hours (eg starting later and finishing later or other patterns)*
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| **About us** |

As a modern and effective council, we understand the importance of being flexible and well-connected in the ways we work. We focus our ambitions on doing what’s right for people, our partners and our communities - both now and for the future.

That’s why, as one of the largest employers in Suffolk, we believe in empowering everyone. Through career variety and collaborative working, accessible career paths and professional development.

The support and care we offer encourages and enables you to be the best you can be. To make a meaningful impact on the world around you. To achieve a unique sense of pride in what you do, why you do it and where. **Reimagine the possibilities.**

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| **Main purpose of the job** |

* To formulate the Highway Authority’s response to consultations on planning applications for medium and large development proposals
* To agree design principles for new development
* To manage the work of the Transport Planning Engineers and Technicians
* To formulate the Highway Authority's response on Local Plans
* To work with colleagues to develop town wide transport plans including proposals for suitable schemes in those locations.

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| **About the team**  |

The Transport Strategy team is part of the Strategic Development division, helping to deliver growth in Suffolk. The team is responsible for:

* Developing transport policy, including the Local Transport Plan
* Securing funding, and the delivery of new transport infrastructure and initiatives
* Development management, ensuring new developments are sustainable in highway terms to support Suffolk’s growth ambitions.

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| **What you will be expected to deliver in the role** |

* To receive and make recommendations to District Councils as Planning Authorities on pre application enquiries and formal planning applications on which the County Council as Highway Authority has been consulted for the development of residential and industrial estates.
* To negotiate with developers, agents, individual applicants or the local planning authorities as appropriate to achieve solutions which overcome highway concerns relating to proposed development.
* To advise on proposals for agreements under section 38 of the highways act, to negotiate solutions on such matters as road layout, junction design, footpath and cycleway links, drainage and street lighting and to ensure that the proposed layouts which are to be adopted as public highways, comply with approved standards and best advice.
* To advise on proposals for agreements under section 106 of the Town and Country Planning Act for the layout of roads which are to be adopted as public highways.
* To advise on proposals for agreements under sections 278 of the highways act for improvement works within existing public highways, under section 38 for dedication of highways and under section 116 for the stopping up of highways.
* To manage a small team of engineers and technicians to deliver timely responses to local planning authorities in respect of highway comments relating to planning applications.
* To liaise with Transport Strategy Technical Team to ensure satisfactory execution of section 38 & 278 agreements in respect of compliance with layout.
* To contribute to the development of town wide transport plans that deliver the strategic objectives of Suffolk County Councils Local Transport Plan

**Day to day tasks may include:**

* Reviewing medium and large planning applications (e.g. medium/large scale housing and industrial/commercial developments to assess the impact on the highway
* Analyse detailed Transport Assessments and identify necessary improvements to Suffolk's road and transport infrastructure.
* To advise on proposals for agreements under section 38 of the Highways Act, to negotiate solutions on such matters as road layout, junction design, footpath and cycleway links, drainage and street lighting and to ensure that the proposed layouts comply with approved standards and best practice advice.
* To advise on proposals for agreements under section 106 of the Town and Country Planning Act for the layout of roads which are to be adopted as public highways.
* To advise on proposals for agreements under sections 278 of the highways act for improvement works within existing public highways, under section 38 for dedication of highways and under section 116 for the stopping up of highways.
* To liaise with the Transport Strategy Technical Team to ensure satisfactory execution of section 38 and 278 agreements in respect of compliance with agreed layouts.
* Develop town wide. plans within geographical area of responsibility. This will require an understanding of SCC’s LTP priorities and objectives in order to put together proposals for transport related improvements for inclusion on future programmes of work.
* To represent the Highway Authority at Public Inquiries, public meetings, Planning Committee meetings and masterplan/vison groups as appropriate.
* Prepare and maintain relevant policies and procedures relating to areas of work.
* Manage the pre-app process for area of work engaged.
* Manage own work and that of others (engineers/technicians) in a small team.

Although this list provides examples of what you will be doing it’s not intended to be exhaustive, and you will have personal objectives linked to our People Plans and Strategies that will be discussed and agreed with your line manager when you start.

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| **Person Profile – what you will bring to the team** |

**Qualifications and professional memberships**

1. Relevant degree or equivalent.
2. Incorporated or Chartered Engineer or equivalent experience and knowledge

**Values and personal qualities**

1. Demonstrates a passion for making a positive difference for Suffolk.
2. Shares our [WE ASPIRE](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-weaspire-values/) Values and strives to lead by example in relation to these.
3. A strong commitment to fairness and Equality, Diversity and Inclusion (EDI).
4. Strives to continuously improve in everything they do, taking the initiative to learn and develop.
5. Brings creativity into their work through innovation and openness to change.
6. Collaborates well with others and offers assistance and support to colleagues.
7. Needs to be reliable and trustworthy in order to deliver and maintain against the objectives of the organisation and team.
8. A passion to promote inclusive growth without detrimental compromise on the Highway network.
9. Remains patient and calm to maintain a position which may be unpopular or controversial in challenging situations such as public meetings

**Specialist knowledge skills and experience**

1. High level understanding of all aspects of highway design and construction and relevant sections of Highways Act.
2. Detailed knowledge of section 38 and 278 agreement process
3. Significant experience in interpreting complex transport assessments and responding to developers/consultants
4. Capable of representing the team at meetings with internal and external organisations (as appropriate) to provide expert advice in area of work, sometimes in challenging circumstances.
5. Excellent understanding of relevant Health and Safety legislation and codes of practice applicable to highway works
6. Solve varied problems relevant to area of work.
7. Understanding of highway maintenance and safety
8. Previous experience of applying creative thought to problem solving.
9. Capable of managing own work and that of others to meet shared objectives. Capable of producing high quality written documents in Word, setting up and maintaining complex spreadsheets in Excel and confident in using email and MS Teams.
10. High level understanding of legal and procedural context in which work undertaken. Deep understanding of relevant Suffolk County Council and Transport Strategy policies and objectives such as Local Transport Plan (LTP) and Suffolk Design. Capable of evaluating and developing practices within section.
11. Ability to positively contribute to cross divisional working groups (i.e. the development of improved policies or practices by working with people from other teams within Transport Strategy, the directorate and partner organisations).
12. Excellent project management skills

**Additional requirements**

1. Frequent travel across the county to attend meetings as required.
2. Able to work remotely from the office.
3. Occasional out of hours working.

**It would also be desirable to have**

1. Qualification in management and leadership
2. Experience of managing budgets (value range £100k to £2m)
3. An excellent understanding of strategic transport and development planning from a highway authority perspective

If you think you have what it takes to be successful in this role, even if you don’t meet all the criteria, please apply. We’d appreciate the opportunity to consider your application.

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| **Travel requirements** |

* **Infrequent Travel** - On occasions, there may be a requirement for you to travel using reasonable and suitable means available to you.

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| **Our values – WE ASPIRE** |



At Suffolk County Council our WE ASPIRE values set out the behaviours we expect from everyone in the organisation regardless of who they are, what their role or grade is or where they work.

The values have been developed through feedback and input from employees at the council and underpin how we go about our everyday work. They define us and help us to be the best we can be.

Visit our [**careers pages**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) for more information on our WE ASPIRE values.

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| **Our Customer Commitment** |



In addition to our WE ASPIRE values, we also have a **Customer Commitment** which sets out a number of strong principles that help support high standards of customer service and care that we can all endeavour to consistently demonstrate.

For more information, view our [**Customer Commitment poster.**](https://sccrecruit.blob.core.windows.net/assets/SCC/Other-Docs/17.06.2020_%20CUSTOMER_COMMITMENT_POSTER.pdf)

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| **More information for recruitment applicants** |

We offer a fantastic working environment including diverse and active staff networks,

great flexible working options and many benefits, as well as the opportunity to improve the lives of Suffolk residents.

Visit the [**Suffolk County Council career website**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) to learn more, including information about adjustments to recruitment processes, our interview schemes and other commitments to equality, diversity and inclusion.