

Job Description

Department: Place & Economy

Division/Section: Peterborough Highway Services – Highway Control Team & Drainage Team

Job Title: Engineer (Development)

Post No: 015261

Grade: Scale 7 – 8 Career Graded

Reports to Post No / Title: Senior Engineer (Development)

Line Management responsibility for: N/A

Size of budget: **Accountability:** £Nil
Accounting: £Nil

- State whether accountable for (i.e. budget holder) or accounting for (e.g. monitoring)

CRB Check applicable?

Standard ☐ Enhanced ☐ None ☒

Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions?

Yes ☒ No ☐

Job Purpose: Contribute to the overall delivery of the services Highway Control Team provides when dealing with transport aspects of development proposals including new highway infrastructure.

Description prepared by: Nick Greaves

Date: 19/06/2024

Description agreed by postholder:

Date:

Authorised by Director:

Date:

Main Duties and Responsibilities:

1. Provide advice, as a representative of the Local Highway Authority, to the Head of Development & Construction Services in response to statutory consultations in respect of planning applications for new development. This may include evaluation of Transport Assessments and/or Travel Plans, negotiating developer contributions and assessing highway infrastructure requirements under a S106 Agreement.
2. Provide advice, as a representative of the Local Highway Authority, to the Head of Development & Construction Services in response to statutory consultations in respect of pre-application planning enquiries for potential new development. This may include scoping or evaluation of Transport Assessments and/or Travel Plans, negotiating developer contributions and assessing highway infrastructure requirements under a S106 Agreement.
3. Undertake the detailed technical assessment of development related highway works proposed for agreements under Section 38 and Section 278 of the Highways Act 1980.

4. Prepare statements of evidence in respect of transportation aspects of planning appeals.
5. Support the Senior Engineer (Development) at planning appeal public inquiries and informal hearings as an expert witness on behalf of the Local Highway Authority.
6. Ensure all paperwork for the team is filed in a timely manner.
7. Provide absence cover for post 003089 in respect of Local Land Charge Searches and general highway status enquiries.
8. Be aware of; current Structure Plan, Local Plan and Local Transport Plan and any other relevant documents.
9. Be conversant with current planning guidance (PPG13, PPS3, PPS6, etc.), highway guidance (for instance Manual for Streets, DMRB, etc.) and Highways Act 1980.
10. Deal promptly and efficiently with enquiries and correspondence.
11. Provide timely responses to all statutory and discretionary consultations received.
12. Be familiar with Council's procedures, in particular Standing Orders relating to contracts.
13. To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.
14. To comply with all Health & Safety at work requirements as laid down by the employer.

PROGRESSION CRITERIA

Grade 7 (Level 1)

On appointment to Grade 7 you would normally be expected to hold a professional qualification (ONC Civil Engineering or equivalent in a relevant field) and/or have a minimum of 2 years experience in a relevant field. Initially you will be capable of dealing with all simple planning applications with very little assistance, up to more complex larger applications (up to 50 dwellings and 100,000 sq.m of commercial) with significant mentoring. With time and experience, you will be expected to deal with these larger applications with little supervision and progress to even larger developments with a high level of mentoring. You will be expected to undertake technical vetting of S38/278 applications (up to 50 dwellings and 100,000 sq.m of commercial) initially with a significant level of mentoring, dropping with experience to minimal level of supervision. You will initially have some knowledge of highway and drainage construction techniques, building to a sound level of knowledge. The post holder will be expected to work with a medium level of supervision and guidance from a senior officer on any other matters. You will need to hold a full UK driving licence and have a vehicle insured for business use.

Grade 8 (Level 2)

On appointment to or progression to Grade 8 you would normally be expected to hold a professional qualification (HNC Civil Engineering or equivalent in a relevant field) and/or have a minimum of 3 years experience in a relevant field. Initially you will be capable of dealing with all planning applications, up to 50 dwellings and 100,000 sq.m of commercial, with very little assistance, and up to 100 dwellings and commercial or infrastructure works up to the value of £500k with moderate mentoring, and anything above with significant mentoring. With time and experience, you will be expected to reduce the level of mentoring and will be able to carry out planning application consultations with very minimum supervision and guidance. You will be expected to undertake technical vetting of S38/278 applications (up to 50 dwellings and 100,000 sq.m. of commercial) initially with a moderate level of mentoring, dropping to a minimal level of supervision as experience is gained. You will be expected to have a sound knowledge of highway and drainage construction techniques, building to a thorough knowledge. The post holder will be expected to work with a low level of supervision and guidance from a senior officer on any other matters. You will need to hold a full UK driving licence and have a vehicle insured for business use.

Flexibility Clause:

Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.

Variation Clause:

This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.

In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible Peterborough City Council reserves the right to make changes to your job description following consultation.