

## JOB DESCRIPTION

**Job Title: Principal Development Control Engineer**

**Directorate & Section/Unit: DE&I, Transport Planning Unit**

**Reporting to: Transport Planning and Development Management Team Leader**

**Responsible for: (Level 1 Manager and above): Headcount and FTE of staff: Frontline Staff**

**Salary Grade: PO3**

**DMA Management Level: Frontline Staff**

**DMA Span of Control (Direct Reports): 0**

**Our People Values:**

To uphold and act in accordance with Worcestershire County Council's values:

- **Customer Focus** - Ensure delivery of a high-quality service which meets the needs of Customers.
- **Can Do Culture** - Be proactive to achieve excellence, finding solutions and creative ways of working.
- **Freedom within Boundaries** - Make constructive change through cohesive decision making, ensuring services are responsive.

**Purpose of job:**

- To provide the Highways response on all aspects of Development Management.
- Providing Highways Response on Planning Applications across the County.
- Attending planning committee to justify responses on applications.
- To give evidence and undertake cross examination at public inquiries and planning appeal hearings.
- To negotiate large S106 Contributions.
- To liaise with Local Planning Authorities in the preparation and delivery of their Local Plans.

**Main Activities & Responsibilities:**

- To liaise with applicants and their agents to provide pre application advice on proposed planning applications.
- To technically assess planning applications to ensure compliance with appropriate highway guidance and provide the Council's response.
- To liaise with all relevant stakeholders.
- To draft technical reports for submission to Local Members and Committees.
- To liaise with County Legal Services in respect of agreements associated with planning applications and traffic orders.
- To prepare appeal statements and attend appeal hearings.
- To collect, analyse and interpret traffic data.
- To attend District and Parish Council meetings on behalf of the Economy & Infrastructure Directorate.
- To negotiate S106 agreements.

**Generic Accountabilities:**

- To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training.
- To undertake other such duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.
- To undertake health and safety duties commensurate with the job and/or as detailed in the Directorate's Health and Safety Policy.
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equality and Diversity Policy.
- The Code of Practice on the English Language Requirement for Public Sector Workers (the fluency duty) applies to this post. Therefore, an ability to fulfil all spoken aspects of the role with confidence through the medium of English is essential for the post.

## **Contacts:**

In all contacts the post holder will be required to present a good image of the Directorate and the County Council as well as maintaining constructive relationships.

Internal: Elected Members, Directors, Assistant Head of Service, Senior Managers, Management Teams, Managers and staff across all Directorates, project staff.

External: District, Parish and County Councils, Government Agencies and Departments, Police, Suppliers, Contractors, Clients, Customers, Members of the public, volunteers.

## **Additional Information:**

- This post is politically restricted under the terms of the Local Government and Housing Act 1989.
- The ability to travel throughout the county, including areas where there is limited public transport and be able to reach, including but not limited to, families, young people, internal and external clients and within a timely manner.
- The Council reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Equality Act.

Author: KH/EB

Date: May 2021

Date of grading confirmation:

**\* WCC is aiming towards a 5-level management organisational structure with level 5 being the Chief Executive.**

## PERSON SPECIFICATION

**Job Title: Principal Development Control Engineer**  
**Directorate & Section/Unit: DE&I, Transport Planning Unit**  
**Salary Grade: PO3**

### EXPERIENCE:

It is **essential** that the post holder has:

- Substantial experience of in Highways Development Control.
- Substantial experience of analysing data, interpreting the results and presenting findings.
- Substantial experience of preparing and presenting appeal statements and attendance at Public Inquiries and Formal Appeal Hearings.
- Substantial experience of attending planning committees.
- Substantial experience of planning, designing, implementing and co-ordinating schemes, with appropriate controls.

### KNOWLEDGE, SKILLS AND ABILITIES:

It is **essential** that the post holder has:

- Expert knowledge of Highways legislation and practice and in particular the work of Development Control e.g. S106 of Highways Act 1980.
- Working knowledge an of Construction (Design and Management) Regulations, Development Control and traffic regulations.
- Working knowledge of Civil Engineering Construction including Drainage Principles and Highway Design.
- A working knowledge of surveying processes.
- Excellent IT skills, including Microsoft Office.
- The ability to take a holistic approach and make expert recommendations.
- Proven ability to negotiate and influence.
- The ability to produce documentation in a clear and concise way and to a range of audiences.
- Strong personal and inter-personal skills including team building, communications, motivation and the ability to develop and maintain effective partnership working.
- Resilient and deals positively with change.
- Works flexibly, efficiently and effectively, reducing costs and eliminating waste.
- Recognises political context.
- Takes ownership of own work area and the development of others.
- The ability to plan, budget and programme tasks and work unsupervised and develop and implement new systems.
- Committed to excellence.
- Strives to build effective working relationships with team members and stakeholders.

It is **desirable** that the post holder has:

- Aware of local government practice and procedure.
- An understanding of planning policies and practice.

### QUALIFICATIONS/TRAINING & DEVELOPMENT:

It is **essential** that the post holder has:

- Honours Degree in Civil Engineering or a relevant subject or equivalent Level 6 qualification or equivalent compensatory knowledge, abilities and skills and evidence of continued professional development.

It is **desirable** that the post holder has:

- Membership of the Chartered Institute of Highways and Transportation.
- A Level 1 qualification in Essential Digital Skills or evidence of excellent IT skills in Microsoft Office.

## **ADDITIONAL INFORMATION**

It is **essential** that the post holder has:

- The ability to travel extensively and at short notice in the course of work.
- A willingness to work outside normal office hours.

Author: KH/ EB

Date: May 2021