

		JOB DESCRIPTION		Form JD1
JOB TITLE: Development Control Engineer (Major Sites)			POST NUMBER: 1100EUO	
REPORTS TO (Job Title):			Principal Development Control Engineer (Planning)	
DEPARTMENT: Network Management			GRADE: 9	
JE REF:		4012 B01281	PANEL DATE:	08/05/2018
1.	MAIN PURPOSE OF JOB			
	To assist the Principal Development Control Engineer (Planning) with the assessment of the highway and transport implications of all proposed new developments in the City and secure appropriate new or modified infrastructure together with associated mitigation measures to make it acceptable to the Highway Authority. The post will focus upon larger scale developments.			
2.	CORE RESPONSIBILITIES, TASKS & DUTIES:			
	i	Consider and assess planning applications for major developments in the City, with the aid of appropriate evaluation techniques, to establish their impact on the City's highway network. Prepare advice in respect of outline designs and required modifications to ameliorate the impact of these developments		
	ii	Provide detailed guidance and advice to colleagues, management, Members of the Planning Committee, and the general public on the possible implications of the proposals.		
	iii	With particular reference to large scale development schemes, agree the content of a scoping study to form the basis of a transport assessment. Subsequently critically assess the associated documentation submitted in support of the proposals, including transport assessment reports, travel plans and road safety audits		

iv	Negotiate with developers to secure both changes and improvements to the highway design and secure appropriate amounts of funding to mitigate the impact of the proposals on the highway network and to promote more sustainable modes of transport, in accordance with the Authority's current transport policies
v	To assist the Principal Engineer is providing written input to legal agreements to secure funding towards or highway improvements considered necessary to mitigate the impact of development traffic
vi	To assist the Principal Engineer with the preparation and delivery of evidence and cases as an expert witness, representing the Highway Authority in connection with Planning Appeals (including written representations, hearings and public inquiries).
vii	The postholder will represent the Directorate at public meetings, Parish Council meetings, Ward Committees and other public forums (out of hours where necessary, as directed by the needs of service delivery) with regard to the full range of highway development matters. Prepare and present associated reports.
viii	Ensure compliance with the terms of planning conditions approved by the Authority in connection with development schemes
ix	To develop and promote new ideas and initiatives in discussions with developers in order to promote the Council's objective of creating sustainable developments.
x	To provide assistance and advice to the Principal Engineer with the preparation and updating of guidance notes and relevant policies relating to Highway Development Control matters in the City.
xi	To undertake tasks as required by the Principal Engineer commensurate with the grade.
xii	To work with the Principal Adoptions Engineer and Adoptions Engineers to ensure that new or improved highway designs and mitigation align with the council's standards, specifications and adoption criterion.
xiii	On a day to day basis provide technical support to junior personnel, e.g. Development Officer and Technician.

3.	SUPERVISION / MANAGEMENT OF PEOPLE No. reporting - Direct: Indirect: 2 The postholder will provide day to day technical support to the Development Officer and Technician, including advising on appropriate solutions and ways to progress; some checking of their work.
-----------	---

<p>4.</p>	<p>CREATIVITY & INNOVATION</p> <p>The postholder will be required to formulate creative and innovative solutions to development control issues presented by developers, on a regular basis. Although guidance is available through the City of York Highway Design Guide and various National standards/best practise, the postholder will need to use their discretion in interpreting that guidance and will need to produce innovative solutions which will overcome a particular problem. For example as a result of transport modelling and individual assessments, it may be shown that a particular junction fails to operate in a satisfactory manner following the imposition of new development traffic. The postholder may need to generate ideas as to how the junction can be modified to handle this growth without adversely impacting on, and indeed hopefully improving, facilities for the movement of public transport, cyclists and pedestrians.</p> <p>Be able to adapt innovative thinking and solutions to accommodate a range of needs and problems on a daily basis. Whilst guidelines exist, the nature of working in an historic City means that the extent to which changes to the roads and streets can be made is often limited. Theoretical or ideal solutions are seldom appropriate and out of the box thinking is frequently required to overcome these challenges. For example an absence of parking spaces on a site could result in an unacceptable displacement elsewhere. The postholder will need to generate some ideas such that the pressure on parking can be managed.</p> <p>An ability to source information (particularly best practice/ other local authorities) as well as reference this, on development control matters is required. This will include a range of sources covering a broad range of issues from street design, sustainable construction and drainage, through to parking provision and management. This could stimulate a review or refreshment of guidance, standards or policy used within the Council on highway and transport matters.</p> <p>Due to the nature of the highway network in York and the requirement to continually adapt this resource to increasing demands, this requires well thought out yet prompt responses. The postholder has to be able to demonstrate his/her own initiative through decision making and working with minimal supervision from their line manager.</p>
<p>5.</p>	<p>CONTACTS & RELATIONSHIPS</p> <p>Internal</p>

	<p>The postholder will be required on a daily basis to work closely with Council officers from both within the Directorate and other and Members from all wards and those sitting on Planning Committees.</p> <p>External</p> <p>Daily contact will also involve external partners, including developers and their consultants. Contact will be verbal and written, with the majority being direct with some reference to line management.</p> <p>In all circumstances, the contact will be aimed at providing technical highways advice/guidance, and to offer solutions to specific problems. In addition this will regularly include the need to set out the reasons why implications arising (or the methodology) of a transport assessment, is not acceptable to the Highway Authority. The postholder will need to relay this directly, both in person and through written communication to development companies and their professional representatives. Such contact will often require the postholder to negotiate in order to find acceptable solutions. Finding a suitable compromise is often necessary to protect the interests of the Highway Authority whilst still enabling the development to proceed and this requires an ability to persuade and /or convince the promoting client or representatives on the advantages to be gained. For example, changes to a scheme will usually require increased financial and time investment; therefore the Council's position must be relayed both clearly and precisely.</p> <p>Work can sometimes be of a confidential and sensitive nature that is not within the public domain and therefore the ability to work with tact and discretion is essential. Such contact can take place in a high pressure environment and may lead to significant disruption of planned work in the office.</p>
6.	<p>DECISIONS – discretion & consequences</p> <p>Discretion: the postholder will have wide-ranging discretion (subject to the guidelines referred to previously) as to the acceptability of transport implications and highway design. The postholder will be fully accountable for their decision to other senior officers and to Members of the Planning Committee.</p> <p>Consequences: the advice given by the postholder can have a significant impact on the future performance of the City's highway network particularly in terms of accessibility for all users, traffic congestion and road safety.</p> <p>Discretion: the postholder will be required to make direct decisions regarding the planning and prioritisation of his/her work, taking into</p>

	<p>account conflicting demands and timescales. This shall include the provision of instructions to legal colleagues with respect to the production of legal agreements.</p> <p>Consequences: delivery of an efficient service on development control matters will ensure that the impacts of new development is mitigated..</p> <p>Discretion: subject to statutory requirements, the Council’s and nationally determined policies, procedures and standards, the postholder has wide-ranging discretion in reaching agreement on the transport implications and required resolutions.</p> <p>Consequences: the professional advice and guidance given by the postholder will play an important part in achieving a high quality highway – street design in the City which enables safe travel for all classes of road-user, minimises future maintenance liability and provides desirable areas to live for York’s residents.</p>				
<p>7.</p>	<p>RESOURCES – financial & equipment <i>(Not budget, and not including desktop equipment.)</i></p> <table border="0"> <thead> <tr> <th data-bbox="331 1003 496 1037"><u>Description</u></th> <th data-bbox="1058 1003 1142 1037"><u>Value</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="331 1093 1343 1205"> <p>The postholder has no direct accountability for any physical equipment other than normal office equipment, for example cameras and surveying equipment for use on site.</p> </td> <td></td> </tr> </tbody> </table>	<u>Description</u>	<u>Value</u>	<p>The postholder has no direct accountability for any physical equipment other than normal office equipment, for example cameras and surveying equipment for use on site.</p>	
<u>Description</u>	<u>Value</u>				
<p>The postholder has no direct accountability for any physical equipment other than normal office equipment, for example cameras and surveying equipment for use on site.</p>					
<p>8.</p>	<p>WORK ENVIRONMENT – work demands, physical demands, working conditions & work context</p> <p>Work demands</p> <p>The postholder is required to work to specific deadlines to ensure the smooth and timely completion of the adoption process relating to each development. There are likely to be frequent interruptions by phone, e-mail and other officers requiring information and advice. On occasions, unplanned work can result in conflicting priorities which the postholder is required to manage. For example, as a result of complaints from local residents usually directed through the local Member, e.g. regarding the consequences of a new development; the postholder will have to quickly prepare a briefing note/status report for senior management, which will require reprioritisation of current tasks.</p> <p>Physical demands</p>				

	<p>The work is largely undertaken within the confines of a normal office environment; however the postholder will be required to undertake site visits and attend site meetings as necessary. The postholder must be able to walk at least a mile during all weather conditions.</p> <p>Working conditions</p> <p>Normal working conditions are those of a normal office environment, however site visits will be required on a frequent basis to live building sites and where highway improvement works are being undertaken. The postholder must ensure that the correct safety equipment is used for such occasions.</p> <p>Work context</p> <p>The postholder may be subject to some personal risk of injury when carrying out duties involving construction sites and carriageways which are busy with high speed traffic movements.</p>
<p>9.</p>	<p>KNOWLEDGE & SKILLS</p> <p>The postholder will hold a qualification to a minimum level of HNC within the field of Transport Planning/Highway Development Control/Traffic Engineering and be able to demonstrate a thorough knowledge of all aspects of the role. In addition they should be able to demonstrate:</p> <ul style="list-style-type: none"> • A proven level of knowledge and experience in a transport planning, highway, traffic engineering environment where regular contact with the public and developers has been a feature. • Good knowledge of highway law and legislation related to development matters; forms of legal agreements; use of planning conditions; securing funding for highway works. • Establishment of scoping reports in advance of Transport Assessments; thorough understanding of development related computer software applications such as TRICS; experience in the interpretation of junction assessment software outputs, including the use of macro and micro modelling. • A thorough knowledge in the preparation and /or evaluation and audit of detailed transport- related documents including Transport Assessments, Travel Plans, Road Safety Audits and Legal Agreements associated with the planning and development process • Ability to apply sound engineering principles to reach agreement through negotiation and persuasion of changes considered necessary in highway development proposals.

- Ability to communicate with people at all levels and act in a tactful and diplomatic manner. Be self-motivated and demonstrate an ability to work in a multi-disciplinary environment.
- Excellent organisational skills and having ability to maintain accurate and detailed records of drawings, reports, correspondence and associated legal agreements for future examination.
- An ability to write concise and accurate reports, comments and briefing notes.
- Experience in the development of working practices to generate an awareness and implementation of sustainable development.

Ability to converse and provide advice and guidance to members of the public, in spoken English, to Common European Framework of Reference for Languages (CEFR) - level C2 - Mastery or proficiency - Can express him/herself spontaneously at length with a natural conversational flow, avoiding or backtracking around any difficulty so smoothly that the person with whom they are conversing is hardly aware of it. Can understand with ease virtually everything heard or read.

10. Position of Job in Organisation Structure

