



Cumberland Council

Post Specification

Date	January 2025
PG Number	7085
Post Title	Streetworks Area Lead Compliance Officer
Job Family	Regulation and Technical
Job Family Role Profile	RT12
Final Grade	Grade 12

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 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 support the Streetworks County Compliance Officer, Streetworks County Permit Officer and the Streetworks Manager undertake duties set down within the New Roads and Street Works Act 1991 and its relevant codes of practice, the Highways Act 1980, the Traffic Management Act 2004, Cumberland Council Permit Scheme and Cumberland Council Service Procedures.
- To manage the coordination of activities on the network in the local area both by internal and external parties.
- Ensure the highest standard of health, safety and environmental management are met at all times and support a safety focussed culture within the highways, transport and fleet service.
- To provide technical advice and guidance to colleagues and external parties across the relevant local area in respect of specifications and standards for such works and reinstatement works
- To arrange and attend meetings with the Streetworks Compliance Officers on all major works permits and agree the permit conditions in line with Cumberland Council Permit Scheme
- To assist in the planning, implementation and coordination of TTRO's on the network, including inspection and monitoring at all stages from planning to completion of works.

Key job specific accountabilities

- To manage and support an area based team of compliance officers, responsible for undertaking compliance of public utilities undertaking work on the highway in respect of the Council's responsibilities and obligations under the New Roads and Street Works Act 1991, the Highways Act 1980, the Traffic Management Act 2004 and Cumberland Council Permit Scheme.
- To manage permit applications and ensure all permits are agreed, in accordance with Cumberland Council Permit Scheme for all Street Works and Highways Works.

- To provide technical advice and guidance to external parties across the relevant local area in respect of specifications and standards for such works and reinstatement works
- Maximise and manage the performance of the Streetworks Compliance Officers
- To manage the coordination of all works and other relevant activities undertaken on the highway network with those of external parties accordance with the obligations of the Traffic Management Act 2004
- Organise the team to inspect appropriate reinstatement works to confirm that these are to the required quality standards and seek rectification where necessary and when necessary undertake inspections on the network to support staffs leave and to maximise the team's performance.
- Providing expert advice to Members and other officers on the interpretation and application of policies, technical principles and regulations/legislation relative to area of responsibility
- Act as an 'expert witness' on behalf of the Council in respect of Streetworks within the area and maintain an up to date knowledge of relevant legislation, regulation, national guidance, standards, and industry practice.

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities	<ul style="list-style-type: none"> • Responsible for revenue budgets up to £1m per annum.
Staff Management Responsibilities	<ul style="list-style-type: none"> • Line management responsibility for area based Streetworks compliance staff dispersed across various premises across the County.
Other	<ul style="list-style-type: none"> • Management of information relating to area of service

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.
- Can demonstrate expertise in a highway maintenance or operational field. Ideally within a highways or wider civil engineering discipline.
- Considerable experience of working on activities which fall under the New Road and Street Works Act 1991 and its relevant Codes of Practice, the Traffic Management Act 2004 and the Highways Act 1980.
- Thorough knowledge of application of standards, specifications, systems, guidelines, regulations, policies, and legislation appropriate to relevant work areas or service
- Political processes and structures of the Council and its key partners in a rapidly changing environment.
- Financial management experience and working with financial management systems
- Knowledge of industry standard computer systems to assist with the design and specification of highway schemes
- Experience of Asset Management, Programme/Project Management and risk management
- Experience in dealing with customers, members, stakeholders and service providers
- Able to travel extensively throughout the area and to attend evening meetings when required.

Disclosure and Barring Service – DBS Checks

This post does not require a DBS check.

Job working circumstances

Emotional Demands	<ul style="list-style-type: none"> • Minimal
Physical Demands	<ul style="list-style-type: none"> • Normal
Working Conditions	<ul style="list-style-type: none"> • Exposure to weather and traffic as part of site work

Other Factors

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