

Job Profile – Assistant Director Planning, Transportation and Highways (AD2)

Department: Place

Responsible to: Strategic Director Place

Responsible for: Planning, Transportation and Highways

Job purpose Lead on the effective delivery of the Sustainable Planning and Highways service including; Infrastructure Planning and Transport Strategy, Strategic Environment, Development Services, Building Control Enforcement, Land Drainage, Highways Design & Construction, Highways Delivery and Maintenance, Winter Maintenance Traffic and Road Safety Parks and Landscape Design and Conservation, Street Lighting, Countryside and Rights of Way.

Build, nurture and sustain effective multi-agency partnerships ensuring the delivery of needs-led integrated, joined-up, fit for purpose and responsive services.

Corporate responsibilities

1. Contribute to the strategic leadership of the Council by establishing, leading, developing and implementing effective strategies and plans that will deliver the Council's priority outcomes.
2. Create, encourage and role model a culture of achievement and service excellence through efficiency and continuous improvement.
3. Inform, support and advise Elected Members so that they can fulfil their executive, scrutiny and representational responsibilities.
4. Design and implement service delivery standards and performance criteria and develop and mature key performance data.
5. Champion employee engagement and experience ensuring Bradford Council is a great place to work and has an inclusive culture in which all staff have a voice and are supported in achieving their potential.

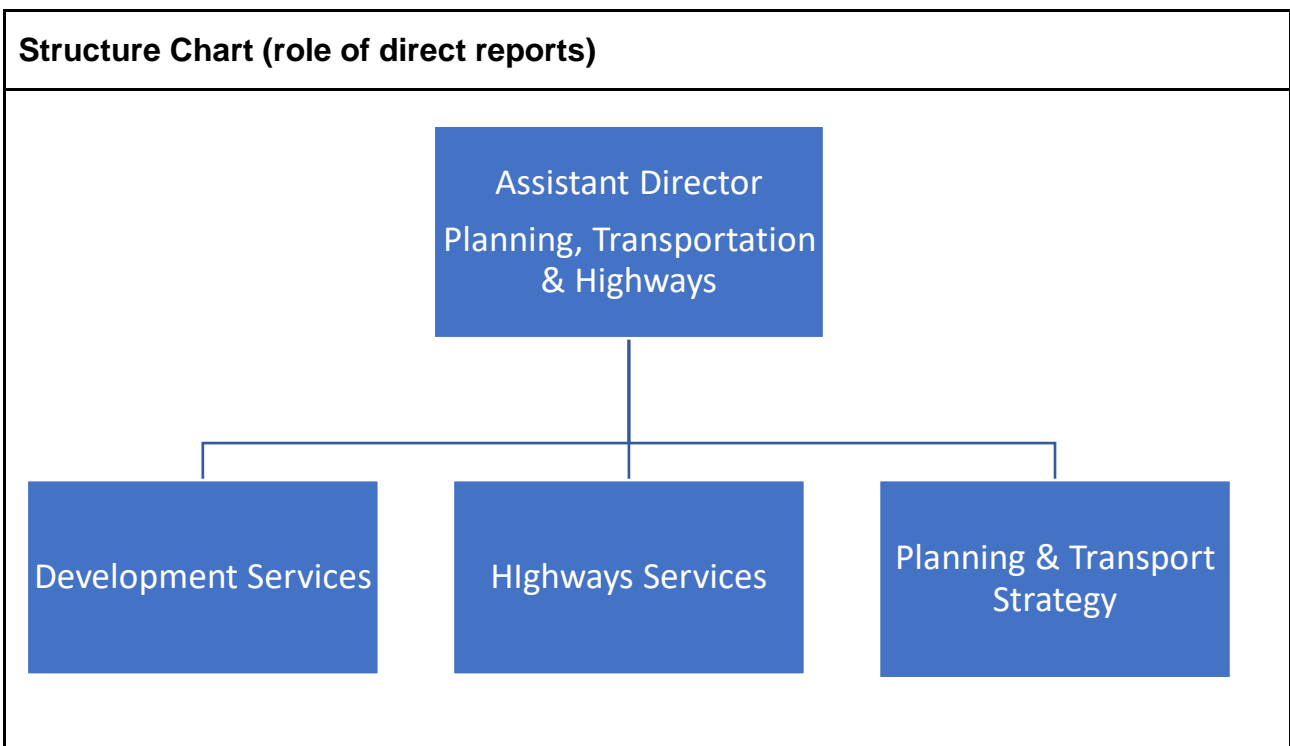
6. Ensure effective, efficient and sustainable use and management of resources in accordance with Council Standing Orders and Financial Regulations.
 7. Ensure all decisions are based on sound risk management principles which comply with Council procedures and processes within its financial, legal, ethical and statutory frameworks.
 8. Take collective responsibility for the delivery of the Council's transformation programmes.
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Service focused responsibilities

1. Ensure the effective development and implementation of agreed strategies and plans relating to Planning, Transportation and Highways.
2. Influence City regional regeneration, planning, economic, housing and transport strategies so that they support the Council's ambitions. Including our national Clean Growth and City of Culture programmes and delivery of new HRA housing approach and Local plan.
3. Influence the attitudes of investors, businesses, employees and communities towards the Council's policies for regeneration, sustainable housing, transport and development.
4. Provide effective leadership and project management to major regeneration and culture projects across the District.
5. Ensure the effective delivery of operational Highways, Drainage, Lighting, CCTV and Winter maintenance services with a clear focus on risk management, value for money and key performance indicators that contribute to the Corporate Performance Assessment.
6. Identify opportunities and secure on going funding in all areas as appropriate and act as accounting officer for such resources.
7. Principal lead on the Council's statutory obligations as planning and highway authorities in relation to the local development framework and the building control and land drainage authorities in addition to dealing with planning applications, including matters relating to minerals and trees.
8. Lead on the development of policy and practice to promote excellence in land use planning and in heritage, conservation, design and construction standards and meet customers' needs.
9. Overall responsibility for the provision of a 24 hours contact for dealing with dangerous structures and securing the safety of the general public and the development and implementation of the Council's winter service
10. Lead responsibility for the implementation of the Safety of Sports Grounds Act 1975 and taking enforcement action as required.

11. Manage the major risks of the increase in 3rd party claims and the need to minimise the risk of people being killed or seriously injured on the roads.
12. Secure the District's transport and land use planning priorities through partnerships and negotiations with Ministers and MPs, City Region Partners and other City Regions, and with agencies like the Department for Transport, Highways' Agency and Integrated Transport Authority.
13. Lead in developing and maintaining the transport and highway networks. To develop and implement traffic management, bridges, highway structures, demolition major works, and other engineering works programmes within agreed budgets whilst maximising value for money against whole life costs.
14. Fulfil the Council's corporate statutory obligations as Highway Authority, including compliance with the Traffic Management Act 2004, Local Transport Act 2008, Highways Act 1980 and NRSWA Act 1991.
15. Lead on the engineering design consultancy and other Council Service Groups and external clients and to provide technical approved certification for the District Structures.
16. Keep abreast of, contribute to and influence relevant regional and national strategies and policies.

Dimensions of role (direct/ indirect as applicable) e.g. total number of staff managed/ total budget/ total scope of role
<ul style="list-style-type: none"> • Annual Revenue Net Expenditure – £17.7m • Capital Programme - £13.8m • Workforce of approximately 345 FTE (369 headcount)



Person specification – Assistant Director Sustainable Planning, Transportation and Highways

<p>Qualifications</p>	<p>A professional, academic or management qualification or relevant professional experience</p> <p>Evidence of sustained personal and professional development</p>
<p>Knowledge and experience</p>	<p>Successful track record at a senior management level of achieving improved outcomes in a comparable organisational context and environment</p> <p>Understanding of the legal, financial and political workings of local government and current best practice on tackling the kind of challenges that face local government services</p> <p>Extensive experience of working collaboratively in order to drive forward new and innovative approaches to both service development and delivery across all areas</p> <p>Extensive experience of successful financial management including budget formulation, financial planning, monitoring and control, within tight financial limits in a complex organisation</p> <p>Tangible evidence of guiding, motivating and developing people, to achieve high performance</p> <p>A track record of promoting and delivering positive solutions to achieve diversity, equality of opportunity and preventing discrimination</p>
<p>Skills</p>	<p>Ability to develop rapport and work effectively with a diverse range of people, consulting with, listening to and understanding varying needs</p> <p>Ability to form sound, evidence-based judgments, find solutions to complex issues and problems, assessing risks and taking responsibility</p> <p>High degree of self-awareness, with the ability to own mistakes and move quickly to develop contingency and / or mitigation strategies</p> <p>Ability to inspire, guide, motivate and develop people, to achieve high performance</p>

	<p>Ability to listen to and influence others, presenting information and arguments convincingly</p> <p>IT literate and able to manage information systems as necessary</p>
Other requirements	<p>Prepared to take an active role in the District affairs outside usual office hours, including weekends and holiday periods</p> <p>To participate in the Senior Leadership Team (SLT) Emergency Duty rota</p> <p>This post is subject to DBS requirements</p> <p>This post is politically restricted</p>

Completed by:		Date:	
Quality checked: (HR)		Date:	