

ENGINEERING DESIGN MANAGER



Role Profile

Title	Engineering Design Manager	
Grade	GRADE K	
Reference:	N670	
Reports to:	Head of Transport	
Work style Definition	Office based hot–desk/touch down worker	
Job Type:	Operational Leader	
Primary purpose of role	Management and leadership of the Engineering Design Team, which is responsible for providing design, professional and technical services for structures, strategic transport schemes and Drainage, Flood Risk Management and SUDS in support of the City’s growth agenda.	
Key accountabilities and key measures	<p>Role outcomes</p> <ul style="list-style-type: none"> ▪ Provides overall leadership/management of the Engineering Design Team (15%) ▪ Budget management and monitoring in respect of full cost recovery of the team budget (c£400K) and oversight of delivery of robust financial management disciplines generally in relation to projects and commissions led by team members. (10%). ▪ Provides feasibility, outline and detailed design functions for transport schemes, structures and drainage, flood mitigation schemes and Sustainable Urban Drainage Schemes (SUDS). (30%) ▪ To procure and manage contracts with specialist contractors providing professional skills to deliver new structures, transport, drainage, flood mitigation measures and SUDS for the Council (5%) ▪ Provides expert input on design and specification of structures in Council ownership (10%) 	<p>Role measures</p> <ul style="list-style-type: none"> ▪ Successful delivery of strategic transport projects on time and to budget. ▪ Effective management of staff resources to deliver SP&I business plan objectives and maintain a high performing and well-motivated team. ▪ Establish monitor and audit all the processes, policies and procedures necessary to discharge the team’s statutory obligations, local requirements and health and safety. ▪ Actively engage with senior members of the Council, Portfolio Holders, external partners and statutory bodies to advise and promote the work of the Team and Service vision and strategy. ▪ Represent the Head of Service at Senior management meetings as and when required ▪ Provide effective leadership and work collectively with senior colleagues and partners on the design and specification of strategic transport schemes with

	<ul style="list-style-type: none"> ▪ Leads on the development and delivery of projects involving the maintenance, repair or replacement of strategic highway structures (20%) ▪ Works alongside organisations and representatives from new developments in the City, as well as advising the development management process with respect to S38/S278 Highway Agreements, to ensure planning guidelines are met and ensure that developments work consistently with transport strategies. There is a requirement to secure developer contributions in order to deliver outcomes against the local plan and Local Transport Plan targets. (5%) ▪ Works with and influences the work of other sections within Strategic Planning and Infrastructure department in ensuring that transport and related infrastructure schemes deliver corporate objectives and growth related outcomes. The post also works with other departments to carry out its functions effectively such as Finance, Corporate Communications, legal and Procurement. (5%) 	<p>special emphasis on highway structures to provide a well-managed service and minimise risk.</p> <ul style="list-style-type: none"> ▪ To deliver strong management and effective leadership necessary to produce a performance culture that is inclusive of a proactive approach to delivering joined-up integrated services, which deliver value for money for the Capital Infrastructure Programme for the citizens of Plymouth. ▪ Successful management of contracts that meet all legal, financial, Health and Safety and Environmental obligations whilst providing high quality engineering design services on time and to budget
Key activities	<ul style="list-style-type: none"> ▪ Responsibility for completing the design within approved design standards for delivering the capital transport scheme programme of up to £75M per annum. ▪ Deliver the engineering design function for the delivery of transport projects by the Term Maintenance Contractor and other external agencies. ▪ Responsibility for managing allocated budgets, c £3m ▪ Line management of Principal Civil Engineer within the Engineering Design Team, together with other staff-either directly or as delegated to the Principal Civil Engineer and others in the team. ▪ From setting the initial brief, tendering through ensuring financial and legal obligations are met and value for money and correct outcomes achieved at the end. ▪ Ensure the coordination of all requirements associated with Section 278 and 38 Agreements of the Highways Act 1980 in respect of new development led highway infrastructure works/improvements where structures are involved. 	

	<ul style="list-style-type: none"> ▪ Management of the team and individual staff members against Business Plan targets. ▪ Managing organisational changes in response to changes in legislation or internal working practices such as financial regulations. ▪ Ensure all duties carried out in accordance with H & S legislation and risk assessments, induction and absence reviews undertaken. ▪ Work in partnership with developers, neighbouring authorities, the Local Transport Body, Government Agencies and other departments to develop, and design schemes that meet corporate objectives and deliver transport and growth related targets. ▪ Undertake other duties appropriate to the grade of the post.
Essential qualifications/ knowledge	<ul style="list-style-type: none"> ▪ A degree level qualification in Civil Engineering or Highway related discipline and/or corporate or professional member of a recognised institute or body. ▪ Demonstrable 'Continuous Professional Development' within the area of civil or highway engineering design ▪ Chartered Engineer Status in Civil Engineering or Highways related discipline, or an action plan agreed with your line manager by 30 June 2019 for working towards securing this membership at the earliest opportunity. ▪ Knowledge of performance management principles and their application to inform and deliver continuous improvement. ▪ Up to date knowledge and application of service related legislation and best practice. ▪ Knowledge of local regional and national transport policy ▪ Knowledge of Health and Safety ▪ Understanding of the political aspects of design and delivering major infrastructure schemes ▪ Understanding of the role of Principal Designer under the Construction and Design Management (CDM) Regulations.
Desirable qualifications/ knowledge	<ul style="list-style-type: none"> ▪ A post-graduate qualification e.g. a Master's degree, and a professional qualification such as Transport Planning Professional ▪ Project Management qualification such as PRINCE 2 ▪ Knowledge of best practice and innovative developments in the area of Civil Engineering, Flood Management and Highway Design ▪ A professional management qualification Diploma in Management Studies (DMS) or equivalent and/or management training to a suitable level.
Essential experience	<ul style="list-style-type: none"> ▪ Extensive experience in a civil engineering or highway engineering role ▪ Extensive experience of Project Management. ▪ Experience of managing and monitoring large budgets. ▪ Experience of reporting to Committees and representing Local Authority at public meetings and with Central Government. ▪ Experience of setting, monitoring and reviewing performance standards ▪ Leadership skills to motivate and gain commitment to service objectives. ▪ Experience of contract management. ▪ Experience of responding to the public and politicians and other stakeholders on contentious issues. ▪ Reasonable experience in development control related to major planning application. ▪ Extensive experience of Highway Act legislation, procedures and practices.

	<ul style="list-style-type: none"> ▪ Experience of attending public inquiries / hearings and other inquiries as an expert witness.
Desirable experience	<ul style="list-style-type: none"> ▪ Reasonable experience of sustainable transport measures and policies
Essential skills	<ul style="list-style-type: none"> ▪ Key managerial competencies including leadership, innovative thinking, negotiation and motivation, setting performance standards and managing and monitoring budgets. ▪ Personal qualities of leadership, drive and enthusiasm including innovation, team organisation and motivation, effective communication, advocacy, and negotiating skills. ▪ Demonstrable ability to deliver clear, professional advice to senior managers and Members. ▪ Experience of partnership building skills and the ability to align internal and external partners behind priorities
Corporate standards	
<ul style="list-style-type: none"> ▪ In accordance with Council policies and guidance on information management and security, it is your personal responsibility for data protection, client confidentiality and information governance. ▪ Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Council's constitution and its policies and procedures. ▪ Work within the requirements of the Council's Health and Safety policy, performance standards, safe systems of work and procedures. ▪ Undertake all duties with due regard to the corporate equalities policy and relevant legislation. 	