

Cheshire West & Chester Council

Head of Highways & Infrastructure

SALARY

Up to £98,927 per annum

RESPONSIBLE TO

Director of Transport, Highways & Climate Change

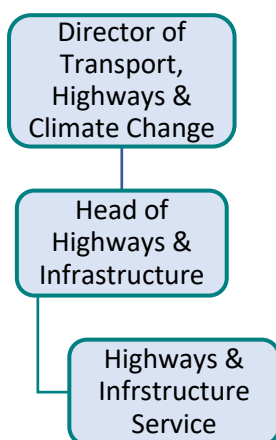
CORE PURPOSE

To lead to the Highways and Infrastructure team ensuring statutory compliance whilst delivering innovative services

This role leads, manages and develops the Council's Highways and Infrastructure Service, ensuring compliance with statutory duties, legislative requirements and delegated powers.

Key aspects of the role include overseeing the highway asset management, capital investment programmes, flood authority and network management responsibilities, ensuring resources are used effectively to maintain a safe, efficient and sustainable highway network.

The role will lead a high profile service to drive innovation, service improvement and cultural change while delivering customer-focused services that support economic growth, infrastructure resilience and the safety of communities across Cheshire West and Chester.



PERSONAL GROWTH

Access learning and development opportunities



WORKING REWARDS

Discounts in shops, hotel, restaurants, motoring and health



FAMILY FRIENDLY LEAVE

Flexitime, volunteering and family friendly leave



FLEXIBLE WORKING

Flexible working arrangements ensure you can achieve a healthy work life balance



GENEROUS ANNUAL LEAVE

26 days annual leave increasing to 31 days, opportunity to earn additional days' leave



PENSIONS

Access to the generous benefits the Local Gov Pension scheme offers, including life cover

INVESTORS IN PEOPLE
We invest in people Gold



GOLD AWARD 2023
Proudly supporting those who serve

Inclusive Employers



Cheshire West and Chester



RESPONSIBILITIES *the Head of Highways & Infrastructure will...*

- To carry out the role of lead professional for the delivery of Highways and Infrastructure with particular regard to the Authority’s statutory duties and obligations to ensure the health and safety of the public, expedient movement of traffic and control and co-ordination of highways network activity.
- Responsibility for the strategic delivery of the Service, ensuring compliance with constitutional arrangements, standing orders, Council’s financial regulations and exercising of delegated powers
- To support the Chief Executive, Elected Members and colleagues in translating strategic vision and priorities into operational plans, monitoring their progress on a regular basis and identifying exceptions
- To manage risk to the public, staff and to the reputation of the Council. Ensure robust risk registers, risk assessments and continuity plans are in place for all services and be able to communicate mitigation measures to colleagues, partners and stakeholders. Create strong relationships with the Councils wider risk management functions
- Ensure inspection regimes and subsequent works are compliant with agreed policy in order to protect the travelling public and the authority against claims, ensuring Cheshire West and Chester Council has a robust defence
- To oversee the development of policy, procedural and practice guidance in the light of legislative requirements and the review/revision of existing policies and ensure their implementation, ensuring they are effectively and efficiently translated into delivery and implementation whilst performing relevant statutory duties for and on behalf of Cheshire West and Chester Council
- Lead and manage a programme for change and innovation, driving cultural change to transform service delivery, improve customer experience, improve organisational effectiveness and embed corporate values across the workforce. Build and maintain effective networks in order to seek out new ideas and innovations to improve service delivery
- Lead, motivate, develop and manage a diverse range of multi-functional teams in order to ensure delivery of Highways in line with the Departmental and Service’s Outcome Plans and annual targets, to the highest standards, accountability and quality, together with meeting the agreed objectives of the Service, Department and Council
- Provide collaborative management of the councils largest contract equating to over £200m of works, ensuring the contractor/delivery partner achieves their performance targets, undertakes safe working practices, continuous improvement and innovative solutions whilst maintaining strong relationships
- To act as an ambassador for the Council, promoting and enhancing the authority’s image, forming strategic alliances and developing effective working relationships on a local, regional and national basis. Utilise contacts and networks nationally and regionally to drive forward change and improvement across all service areas





- Work collaboratively across your team and that of Strategic Transport to develop maintenance and asset management plans ensure an accessible highway network as well as minimising disruption to road users
- Provide strategic direction to improving the department's ability and systems to collect and monitor the right data and managing data systems
- Responsibility for rapidly co-ordinating an effective response to complex and often high-

risk emergency incidents, using strongly built networks both internally and with outside agencies to minimise risk and disruption to the public and borough

- Positively contribute to the achievement of the Corporate aims and objectives of the Council.
- To deputise for the Director of Transport and Highways appropriate

ADDITIONAL RESPONSIBILITIES:

- This role is designated Fully Agile meaning that workers work from a home base with occasional visits to a Council office. In practice, work may be carried out from almost anywhere.
- This role is politically restricted under the Local Government & Housing Act
- Required to participate in the Council's Senior Officer emergency duty rota
- This role requires you to undertake other duties, commensurate with the grade, as may reasonably be required and in line with organisational development and change.

STRENGTHS

- Leading by example
- Taking ownership and responsibility
- Bringing the right people together
- Being a great role model
- Empowering others
- Motivating & energising people around them
- Maintaining high standards
- Reviewing progress continually

REQUIREMENTS the Head of Highways & Infrastructure will have...

- Degree level qualification
- Evidence of continuous professional development





- Chartered status of equivalent in a relevant discipline (desirable)
- Formal management qualification or demonstrable experience (desirable)
- Completion of a structured management development qualification (desirable)
- A proven track record of successful leadership at a senior management level, motivating and managing people teams
- A proven track record of leading in the formulation and delivery of objectives
- Proven success in the generation and management of innovation and change
- A proven track record of managing supply chain/delivery partners
- A track record of effective partnership working with a range of stakeholders
- Experience of managing an in-house delivery (desirable)
- Experience/participation with the UK Roads Liaison Group and its Boards (desirable)
- Strong budget management
- A robust understanding of risk management and a risk-based approach to highways management
- Working knowledge of the Highways Act 1980 and the Traffic Management Act 2004
- A good understanding of highway management data and asset management systems
- Highly developed networking, advocacy, written, oral and presentation skills to a range of stakeholders and audiences
- Strong listening and influencing skills
- The ability to bring teams together to perform brilliantly
- Ability to cope with ambiguity, uncertainty, pressure and work under public scrutiny
- Ability to empower, motivate and develop staff, creating a positive, inclusive culture
- Ability to apply innovative thinking and judgement to initiate and support change
- Personal resilience and the ability to manage competing priorities in a high-pressure environment
- Commitment to achieving value for money, service excellence and equality in employment and service delivery
- Ability to reach locations across the Borough effectively
- Able to work at short notice and adopt a flexible working pattern, including evening meetings





OUR VALUES - the role will model core values through...



TEAMWORK

Working flexibly, co-operatively, effectively, utilising resources, expertise and knowledge with others



HONESTY

Always acting in a caring, responsible and accountable manner which maintains the integrity of the council as a public



RESPECT

By valuing individual contributions and encouraging a culture of mutual respect



INNOVATION

Being innovative in everything we do; applying creative ideas to improve services and meet the council's outcomes



VALUE FOR MONEY

Financial impact and value for money are considered in everything we do for the benefit of the Council and our residents



EMPOWERMENT

Giving employees the responsibility to make decisions and striving to facilitate the contribution of others