



Role Profile

Lead Consultant – Network/Traffic Management			
Reference No.	G427.01	Type	Generic
Service	Assets, Transportation And Environment		
Job Family	Professional	Grade	FC9

Purpose
<p>Professional supervision, specialist and technical guidance, management and co-ordination of the activities and functions of the team and others within and out with the Service to ensure the consistent development, improvement and delivery of high quality, best value, customer focused services.</p> <p>Deliver innovative and affordable solutions to continue to provide Fife with a safe and serviceable roads network in light of increasing demands and challenging economic conditions</p>

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Work with the Service Manager to ensure the application of service delivery remains at a consistent and high professional level.	<p>Ability to provide a regular and effective service</p> <p>Degree Standard or equivalent in a relevant discipline</p> <p>Degree in Transportation / Civil Engineering or equivalent</p> <p>Evidence of continuous professional development</p> <p>Member of a Professional Engineering / Transportation Institution</p>	<p>✓</p> <p>✓</p> <p></p> <p>✓</p> <p></p>	<p></p> <p></p> <p>✓</p> <p></p> <p>✓</p>

E = Essential Criteria D = Desirable Criteria

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Deputising for the Service Manager when required.	Considerable experience in the Roads and Transportation industry or similar environment (Focus On Customers – See How We Work Matters Framework)	✓	
Assisting the Service Manager in the preparation of budgetary estimates, spending profiles and plans allied to the targeted priorities of the Service.	Experience of transportation related asset management planning, road works programme development, utility works programme co-ordination and management Analytical, financial and budgetary skills Experience of managing budgets and demonstrate value for money in service delivery and financial awareness	✓ ✓	✓
Co-ordinate the scheduling of workload and resources to provide an effective and programmed local service delivery ensuring effective utilisation of resources.	Experience of developing affordable, innovative solutions to manage and maintain transportation assets		✓
Prepare and deliver committee reports, presentations, papers on specific Service issues ensuring proposals align with Council and Service objectives and priorities.	Experience of implementing change management initiatives and the ability to drive forward change under challenging circumstances (Work together) Possess a high degree of political awareness and sensitivity with the ability to relate to elected members	✓ ✓	
Develop and implement effective procedures and inspection techniques to ensure that all works on the road network, including those carried out by other parties and bodies, are co-ordinated, programmed and implemented to minimise inconvenience to the public, road users, neighbouring premises, etc.	Extensive Knowledge of Roads and Transportation functions (Take ownership) Knowledge of broader issues facing local government and its partners	✓ ✓	✓

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	Resource management skills Performance management skills	✓	
Take enforcement action and issue fixed penalty notices, against parties when appropriate, where breaches of NRSWA or Roads (Scotland) Act 1984 have occurred.	Knowledge of roads maintenance, roads asset management and roads network management functions Knowledge of roads legislation including the New Roads and Street Works Act 1991, The Roads (Scotland) Act 1984 and Transport Scotland Act 2005	✓ ✓	
Administer, control and licence activities affecting Fife's roads undertaken by others in terms of the Roads (Scotland) Act 1984. Administer, control and licence activities affecting roads undertaken by others in terms of Parades and Marches under the Civic Government (Scotland) Act 1982.	Knowledge of the requirements of financial, governance and trading arrangements in Local Government environment (Deliver results) Knowledge of contract arrangements, procurement, and contract management issues	✓	✓
Provide internal and external technical advice.	Communication skills both oral and written Experience in formal presentations Ability to provide professional leadership and support	✓ ✓	✓
Ensure general enquiries and complaints on road works and other activities affecting the network are handled effectively and efficiently in line with customer care standards.	Leadership and team building skills Experience of motivating others to perform to the highest standards. Ability to develop and maintain effective relationships IT skills (Embrace technology and information)	✓ ✓ ✓	✓

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Undertaking all other duties as required for the role. Duties will be in line with the grade.			

Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:			
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LEAD CONSULTANT NETWORK MANAGEMENT

To lead and coordinate the centralised Network Management team in the strategic and operational co-ordination of all activities on Fife's roads and transportation network to ensure they are carried out in a safe manner without detriment to the asset condition and minimise disturbance to road users in accordance with current legislation and codes of practice	Knowledge of civil engineering specifications, conditions of contract and tendering procedures	✓	
Liaise with, monitor and control the performance of statutory undertakers in terms of the NRSWA 1991 legislation, including coordination of local RAUC meetings and participation at RAUC Scotland.			
Co-ordinate and programme all works and other activities on or affecting Fife's roads network, ensuring the implementation of Council policies and current legislative requirements, including liaison with Trunk Roads Authority & Managing Agents, the Tay, Queensferry Crossing and Forth Road Bridge management organisations.			
Co-ordinate New Roads and Street Works Act 1991 issues and the monitoring of statutory undertakers activities including road works & Traffic Liaison Officer co-ordination. Co-ordinate Roads (Scotland) Act 1984 licensing and permissions and enforcement of all activities on the road network. Co-ordinate strategic road network liaison with Transport Scotland and operational liaison with the trunk road maintenance			

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LEAD CONSULTANT TRAFFIC MANAGEMENT			
To lead and coordinate the South Traffic Management team in the operational delivery of traffic management services covering South Fife's roads and transportation network to ensure they continue to be maintained in an efficient and safe operation for all road users taking into account the hierarchy of road users in accordance with current legislation and codes of practice.	Knowledge of roads legislation including the Roads (Scotland) Act 1984 and Transport Scotland Act 2005, TSRGD, RTA, RTRA.	✓	
Co-ordinate operational traffic management services in North Fife in partnership with primary stakeholders such as Police Scotland, Fire & Rescue Service, Community Safety Partnership, Traffic and Roads User groups and other Council Services.			
Assess, prepare, consult and promote Traffic Regulation Orders and Notices for temporary and permanent traffic restrictions, including dealing with committees and dealing with any objections to proposed permanent restrictions.			
Investigate, assess, develop and prepare low cost design solutions for road safety and traffic management schemes, including new bus stops and taxi ranks. Complete consultations as required, prepare design briefs and works instructions and update asset management records as required.			
Administer, assess and respond to applications for residential Disabled Persons' Parking Bays, issuing works orders and updating asset management records where required.			

Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required				
Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one).	PVG Children <input type="checkbox"/>	PVG Protected Adults <input type="checkbox"/>	PVG Both <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	Basic Disclosure <input type="checkbox"/>	Standard Disclosure <input type="checkbox"/>	Enhanced Disclosure <input type="checkbox"/>	

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Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results