

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Place

Job Ref Number: 04240

Service Area: Highways

Grade: 16

Job Title: Head of Highways Design Services

PURPOSE OF JOB:

You will lead and manage the delivery of a high-performing Technical Services Partnership (TSP).

You will work in close collaboration with our external provider to ensure TSP is strategically aligned, operationally effective, and consistently delivers high-quality, fit-for-purpose outcomes.

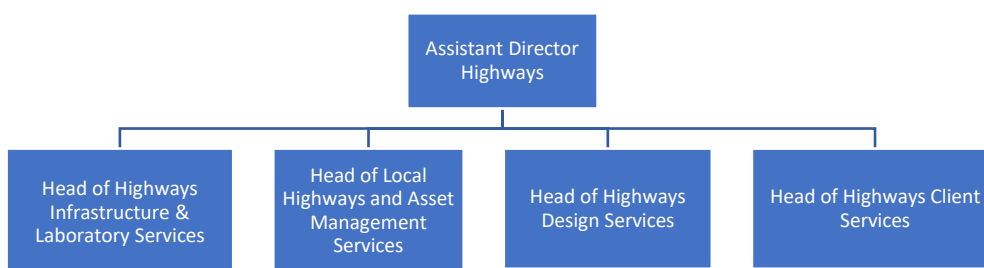
TSP is the Lincolnshire-led highway design and specialist asset management service, combining Lincolnshire's Design Services with the Professional Services Partner As a 'mixed economy', TSP's unique feature is the integration of public and private sector staff in co-located management and team structures. The arrangement also means that Lincolnshire benefits from a 'top-up' arrangement to access a full range of specialists such as transport planners, ecologists, rail experts etc.

TSP provides the following key services in any mix of specialisms (major projects, roads, traffic signals, structures, street lighting, signs and markings and drainage): problem investigation, concept development, feasibility, design, procurement and supervision. TSP is also commissioned to undertake specialist asset management in the areas of structures, street lighting and traffic signals. In addition, TSP undertakes checking of designs and inspection on site for S278 and specialist work on S38 schemes to ensure the requirements of the authority are met by the developer and also provides specialist technical functions for Lincolnshire as Lead Local Flood Authority.

You will be accountable for TSP, ensuring the effective delivery of high-quality, innovative, and cost-efficient engineering design solutions. This role is responsible for strategic leadership, operational excellence, and the development of strong partnerships to support Lincolnshire County Council's infrastructure objectives.

You will play a key role in shaping highways leadership. As a core member of the highway's leadership team, you will collaborate with peers to drive innovation, tackle emerging challenges, and lead transformational change. Your focus will be on delivering smarter, more efficient services that offer real value for money to the people of Lincolnshire.

Your performance will be measured through the provision of value for money highway design services across highways, the Place directorate and the wider County Council.

TEAM STRUCTURE:**MAIN DUTIES:**

1	To lead the highways design service with impact by championing Lincolnshire County Council's values and behaviours, setting the standard for excellence and delivery of an outstanding service and results for both internal and external stakeholders through visionary leadership and collaborative action.
2	To be accountable for the delivery of capital and infrastructure design projects, ensuring compliance with statutory requirements, safety standards, and best practices. This will include the financial responsibility for managing a Trading Account.
3	To model and embed the culture and values pillars within our People Strategy. Lead by example to instill these across highways, the Place Directorate, and the wider organisation.
4	To proactively contribute to the development of strategic partnerships with statutory organisations, Lincolnshire Combined Mayoral Authority, and other related organisations as deemed important to support service delivery objectives.
5	To contribute to the formulation and execution of service strategies and delivery plans aligned with the Council's Corporate Plan objectives.
6	To work with and engage effectively with the Executive, relevant portfolio holders, and elected members to provide technical advice through delivery of design services that support the Council's democratic processes.
7	To deputise for the Assistant Director of Highways as needed, providing leadership and support.
8	To champion organisational transformation and innovative working practices, promoting self-service and maximising value for internal and external stakeholders.
9	To be responsible for the operation of effective frameworks for Quality Assurance, using agreed appropriate performance standards and review processes with partners, and monitor delivery against agreed performance targets.
10	To serve as the lead designer for capital scheme projects.
11	To support the development of leadership potential and talent across the highways service by coaching, motivating, and guiding staff to consistently achieve high standards of performance.
12	To oversee the delivery of high-quality customer service that reflects the Council's commitment to equality, diversity, and inclusion, while actively contributing to the achievement of best practice standards across all areas of service delivery.
13	To lead in the continued development of the Quality Management system, the programming and planning of work, health and safety management, risk management, procurement and management of officers.
14	To contribute to the corporate working of the Council and initiatives by undertaking cross cutting projects and participating in working groups, review groups etc.
15	To contribute to the continuous improvement of financial control processes across the highways service for projects/programmes of work (estimating fees/expenditure), including budget management.
16	To contribute to the continued development of key partnerships within the Lincolnshire Highways Service.
17	You will be expected to fulfil the role of a Tactical Duty Officer as part of the Council's on-call rota to deal with major emergencies within Lincolnshire.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
The post holder will be educated to degree level, hold a relevant professional qualification and will be an experienced manager, who must demonstrate, through knowledge and experience, that they can effectively carry out the duties of the post	A/I	✓	
IEng or CEng; a Management Qualification would be an advantage. Significant experience in a similar environment including senior management experience	A/I	✓	
<ul style="list-style-type: none"> • Technical and legislative knowledge: • In-depth understanding of highway engineering principles, design standards, and construction methods. • Familiarity with UK highways legislation, including the Highways Act, Traffic Management Act, and relevant planning regulations. • Knowledge of health and safety regulations, CDM (Construction Design and Management) requirements, and risk management in design and delivery. • Effective negotiation and influencing skills. 	A/I	✓	
Skills and abilities: <ul style="list-style-type: none"> • Lead and manage a team of technical specialists to deliver a high-performing, customer-focused engineering service, evidenced by the achievement of key performance indicators and service outcomes. • Demonstrable experience of operating effectively within a political environment, with the ability to communicate confidently and constructively with elected members across all levels. • Ability to navigate political environments with sensitivity and awareness. 	A/I	✓	

<ul style="list-style-type: none"> • The ability to inspire, coach, and develop teams to achieve high performance. • Uphold integrity, transparency, and accountability. • Lead through change and uncertainty with resilience and clarity, effectively managing resistance and build support for new ways of working. • Effective communicator across all levels of an organisation • Excellent presentation, written and verbal communication skills • Demonstrate strong financial management skills by effectively overseeing budgets to ensure the delivery of cost-efficient, value-for-money services. • Demonstrable experience of identifying, managing and implementing change • Champion equality, diversity, and inclusion in all aspects of leadership. • Uphold integrity, transparency, and accountability. 			
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*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the [Lincolnshire County Council Core Values and Behaviours](#) and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding - All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.