

Job Description

Job Title	Principal Engineer - Urban Traffic Control
Directorate	Neighbourhoods and Housing
Service Area	Highways and Transportation
Grade	8
Competency Level	2
Salary	£46,142 - £51,356
Job Type	Hybrid
Location	Liverpool Citywide
Disclosure and barring service (DBS)	Not Applicable
Job Evaluation Ref No	A8458

Job Purpose

To support the UTC Team Leader in delivering the city's UTC team. Keeping the city moving through good management, maintenance and programming of traffic signals across the city. Ensure the council's immediate and long-term exposure to technical, operational and financial risk is both minimised and sustainable, by comprehensive assessment of design proposals (checking and commenting on junction designs), monitoring subsequent construction and installation works, testing and commissioning of traffic control and management technologies, in accordance with the council's quality, technical and functional standards and specifications.



To manage delivery of well-maintained and operational Hostile Vehicle Mitigation (automated bollards) and VMS (Variable Message Signs).

To support the claims process for damage to the assets managed by the UTC Team.

Directly Responsible For:

Senior Engineer - Urban Traffic Control

Directly Responsible To:

Urban Traffic Control Team Leader

Main Areas of Responsibility:

- Manage the review design proposals submitted by internal and external clients, providing technical advice, comment and feedback in relation to ITS technology, control and communication systems and support services
- To liaise with internal and external clients, colleagues, customers and stakeholders with regard to technical issues affecting highway projects and Road Network Management (RNM) service delivery
- Lead in providing technical support to internal and external clients in relation to the councils ITS asset, traffic control and communication systems
- Lead in providing practical advice to help resolve construction / installation problems in relation to ITS technologies, infrastructure and associated systems
- Lead in monitoring construction and installation work, ensuring project completion in accordance with drawings, instructions, method statements, contractual obligations, standards and specifications
- Ensure that record and report incidences of non-compliance, taking appropriate action to initiate rectification and ensure remedial measures are

completed within an agreed timescale, notifying the contractor, project manager as appropriate

- Lead in liaising with and advising contractors in relation to use of traffic management systems and the deployment of portable and permanent traffic signals, including operation and timings
- To manage and develop ITS systems ensuring optimised network performance at all times
- Ensures that the Urban Traffic Control 'control room' is covered as required
- To lead in the management, supervision and administration of Term Maintenance contracts associated with ITS equipment, infrastructure and associated systems including Access Control, Car Park Guidance System, Variable Message Signs, Hostile Vehicle Mitigation (Bollards) etc.
- To support the Team Leader in delivering the Council's investment programme and infrastructure outcomes and objectives associated with ITS Technology
- Manage and develop ITS systems ensuring optimised network performance at all times
- To ensure backup timings are prepared and maintained including Alternate Max Green and CLF (Cableless Linking Facility) plans and timetables etc.
- To ensure UTC / SCOOT data are prepared; including Fixed Time Plans, for new and existing signals and carry out validation to ensure the effective and efficient application of these methods of traffic control
- To ensure MOVA datasets are prepared and ensure the effective and efficient application of this method of traffic control is validated
- Manage the preparation and maintenance of ITS strategies for traffic signals, variable message signing and car park guidance signs using the Comet / Stratos system
- Deal with customer enquiries and complaints as required
- To actively support training and development of staff
- Ensure the council recovers costs resulting from third party damage

- Lead on preparing technical reports with the regard to claims against the council in relation to damage to third party property or personal injury
- Monitor expenditure and budgets of ITS related works / projects, including placing of orders and payment of invoice
- Lead on maintaining and building relationships with internal and external partners, local representatives, businesses and customers
- To represent the Urban Traffic Control Team / department as required at technical meetings both internal and external
- To ensure contractors and the team comply with all relevant standards and regulations, such as Chapter 8, Health and Safety and CDM etc.

Supervision and Management Responsibility:

- Ensuring activities are planned to include meaningful one to one conversations, quality annual appraisals and regular workforce planning and development
- Assess staff performance and set appropriate target levels of service. Create a positive learning and working environment through delegation and mentoring
- Manages performance and behavioural issues effectively
- To participate in all aspects of training and development of staff, including the maintenance of disciplinary standards, as directed. Use all learning opportunities to develop personal skills necessary to improve effectiveness, efficiency, and delivery of service in recognition of the Departments business and service targets

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact
- Being fully accountable for the effective management and control of delegated capital and revenue budgets in the delivery of the Council's strategic objectives and policies
- Complying with all statutory requirements, Standing Orders and Financial Regulations of the City Council, and being responsible for making sure that all those you manage also comply with such requirements
- Maintaining a close control of their delegated revenue and capital budgets, stewardship of assets and reporting any financial risks
- Maintaining up to date financial records on the Corporate Finance System.
- Have regard for and use of relevant performance and financial benchmarking data as part of business planning to identify opportunities for improved value for money
- Bringing to the timely attention of the relevant line manager any material issues that might impact on the financial performance or financial management arrangements of the Council

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

The role requires working:

- in adverse weather conditions



- outside normal working hours to ensure the Control Room is covered 7am – 7pm (Monday - Friday)
- at weekends or on Bank Holidays
- by manual handling cones, measuring wheels and / or paint spray

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at competency level 2.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Degree / HNC / HND in Engineering and / or significant experience in the design, installation, commission and management of citywide traffic signal controls and in the procurement, management and delivery of highway improvement, ITS and / or other engineering projects (A,I)

Desirable

- Professionally qualified to Incorporated Engineer (I. Eng.) or equivalent
- Occupational qualification in management / leadership
- Full UK driving licence

Experience

Essential

- Extensive experience in the preparation of contract documentation, contract administration and the financial control of civil engineering and / or ITS projects (A,I)
- Experience of commissioning, briefing and monitoring external consultants and service providers (A,I)
- Experience of managing a team (A,I)

Desirable

- Experience in the management of term contracts

Skills/Abilities

Essential

- Detailed knowledge of Local Government Regulations and Procedures (A,I)
- Detailed knowledge of the Construction (Design and Management) Regulations (A,I)
- Competent to discharge the duties of Principal Designer under the CDM regulations (A,I)
- Ability to lead a team by motivating, managing and developing line managed staff (A,I)
- Excellent presentational, verbal and written communication skills, with the ability to relate well to colleagues, elected members and project stakeholders (A,I)
- Ability to prioritise and manage a complex workload (A,I)
- Ability to use Outlook, and a web browser to access information (A,I)
- Ability to use Microsoft Office (Word, Excel, PowerPoint etc) (A,I)
- Ability to work occasional evenings and weekends to attend Council or stakeholder meetings (A,I)
- Ability to travel extensively throughout the district (A,I)

Desirable

- Knowledge of strategic and micro-simulation traffic modelling
- Ability to use a variety of specialist software packages and web-based applications relevant to Intelligent Transport Systems

- Working knowledge of computer based financial management and budget monitoring software
- Ability to recognise and develop opportunities for service improvements

Commitment

Essential

- Committed and adaptable (A,I)

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council
- Committed to continuing professional development