

Street Works Inspector

- Grade: SO2
- Reports to: Streetworks Co-ordination and Permitting Officer
- Direct reports: 0.
- Your team: Street Works Team
- Service area: Environment–Climate Change & Transport Division
- Directorate: Climate and Environment

Special requirements of the post

Workstyle: Frontline Role

- Colleagues whose activities are onsite work and/or meetings with third parties and businesses, going on site visits, and occasional resident engagement

This post does not require a DBS check

This is a safety critical post and will be subject to the council's drug and alcohol policy

This post is subject to the council's declaration of interest procedure

This post is designated as politically restricted

Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn't be clearer: we serve. It's in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we must look after our people. **Together we can change the future.**

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out 'CARE', which is what we think public service is all about.

Overview of the role

Working largely unsupervised, the post holder will be responsible for the street works inspections on the Islington network. They will take responsibility for the technical processes relating to delivery of activities carried out by a wide range of works promoters.

Take responsibility for the technical processes relating to service delivery for activities such as inspecting, monitoring, safety audits and reporting of activities on the highway by statutory undertakers and developers. Ensuring compliance with the relevant legislation, statutory frameworks and safe systems of work.

Accountable for the day-to-day Network Management Duties, enforcement and recovery of all costs associated with the role.

Key responsibilities

- To assist the team to provide, maintain, develop, implement, evaluate, review and proactively improve the services provided by the various works promoters, to ensure the councils network management duty is maintained
- Escalate any emergencies and/or urgent defects found on the network accordingly.
- Responsible for carrying out systematic and ad-hoc site inspections, investigations and surveys of Street Works/Road Works in relation to the New Roads and Street Works Act 1991 (NRSWA), the Road Traffic Regulation Act 1984, the Traffic Management Act 2004 (TMA) and all other associated regulations and codes of practice relevant to highways legislation.
- Gather and produce evidence to support and enforce breaches in highway legislation or health & safety. Where required, assist the Street Works Manager in carrying out prosecutions and / or act as a witness for such evidence in court cases that relate to activities on or adjacent to the public highway.
- Attend site meetings where advice or information is required that relates to defect inspection, investigatory works and temporary traffic management/diversions on the highway,
- Communicate effectively with colleagues and customers, both verbally and in writing through the appropriate use of case or site notes and other records within information sharing protocols and record keeping policies.
- Ensure all daily section 74 overrun inspections are carried out to maximise the impact that the associated charges have on changing the Works Promoters working practices and thereby assisting with reducing delays to the travelling public.
- Establish and maintain appropriate links between customers, businesses and the general public and other services to ensure correct technical standards are complied with. Such other duties as may reasonably be required from time to time commensurate with the grade.
- To control and respond to correspondence, ensuring Council deadlines are met.
- Record and store information on local IT applications, such as Excel, Access, Word, Insight mobile.
- Improve communication channels with other services.
- To undertake other duties commensurate to the grade of the post.
- As a member of the council's Street Works team, you are expected to contribute proactively to the Councils Network Management Duty, working collaboratively with Members, services across the council, partners and stakeholders to deliver the council's objectives and priorities.
- Proactively develop council and partnership processes and procedures and recommend improvements to support efficient and safe working.

ADDITIONAL:

To use and assist others in the use of information technology systems to carry out

duties in the most efficient and effective manner.

To achieve agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.

To undertake training and constructively take part in meetings, supervision, and seminars and other events designed to improve communication and assist with the effective development of the post and post holder.

The post holder is expected to be committed to the Council's core values of public service, quality, equality and empowerment and to demonstrate this commitment in the way they carry out their duties.

Ensure all the services within the area(s) of responsibility are provided in accordance with the Council's commitment to high quality service provision to users.

Ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation.

Carry out duties and responsibilities in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation.

At all times carrying out responsibilities/duties within the framework of the Council's Dignity for all Policy. (Equal Opportunities Policy).

The post holder is expected to be committed to the Council's key priority of sustainability and environmental management and to demonstrate this commitment in the way they carry out their duties.

Budget responsibilities

N/A

Resources and Financial management

Ensure effective income maximisation in an ever-changing environment, fluctuating demands and priorities.

Ensure resources are well managed and effectively deployed to the best possible effects, assuring that all time critical activities are carried out as required and thereby insuring all fees and charges can be recovered.

Compliance

Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, Employee Code of Conduct and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.

Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position.

Essential and desirable criteria

Essential: the basic requirements that must be met for someone to be considered for a particular job. These criteria are mandatory and cannot be negotiated. Essential criteria directly impact the core qualifications or skills necessary to perform the job effectively.

Desirable: the additional qualities, skills, or qualifications that would be advantageous for a candidate to possess but are not mandatory. Not meeting them does not automatically disqualify someone from consideration for the job. This also allows candidates who do not possess certain desirable criteria the opportunity to explain how their other knowledge, experience and skills relate to these and what they may be in the process of doing or willing to do to achieve these.

Knowledge, experience, and skills

| Point | Criteria description | Essential/desirable |
|-------|--|---------------------|
| 1 | Is the holder of a New Roads & Street Works Act (NRSWA) Supervisory accreditation | Essential/desirable |
| 2 | Experience in a Street Works Inspection Role, and particularly the Highways Act, New Roads and Street Works Act 1991 and the Traffic Management Act 2004 Be conversant with the Traffic Signs Manual Chapter 8, Highway Code and the London Permit Scheme LoPs | Essential/desirable |
| 3 | A good level of IT skills with a good knowledge of MS Office and IT databases, and particularly the councils preferred Street Works Management System. | Essential/desirable |
| 4 | Knowledge and understanding of technical standards, safe working practices and legislation for working in highways. | Essential/desirable |
| 5 | An awareness of the environment issues facing an inner central London Borough. Also, an understanding of the principal responsibilities and the key issues facing, local government. | Essential/desirable |
| 6 | Excellent interpersonal skills including both verbal and written communication. Ability to present evidence clearly and confidently, to a variety of stakeholders. | Essential/desirable |
| 7 | Ability to deal sympathetically and professionally with members of the public over the telephone. | Essential/desirable |
| 8 | Ability to prioritise and work effectively, under pressure and within tight schedules. | Essential/desirable |

| Point | Criteria description | Essential/desirable |
|-------|---|---------------------|
| 9 | Ability to promote Health and Safety policies and practices within the workplace. | Essential/desirable |
| 10 | Ability to engage with customers and Works Promoters within the relevant codes of practice. | Essential/desirable |

Our accreditations



Our accreditations include: Disability Confident Leader, The Mayor’s Good Work Standard, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.