

**Job Description**

**Job Title: Engineer, (Street Lighting and Highway Signs PFI Monitoring)**

**Salary Grade:** Grade 8

**SCP:** 37-41

**Job Family:** Regulation and Technical

**Job Profile:** RT 5

**Directorate: Economy and Place**

**Job Ref No:**

**Work Environment: Generally Office based with some site work required**

**Reports to: Section Manager**

**Number of Reports: None**

**1.0 Primary Purpose**

1.1 To manage complex applications, regulatory issues, projects, schemes and functions with minimal supervision for completion within prescribed timescales, costs and specifications.

**2.0 Key Responsibilities:**

2.1 Monitoring the Service Provider and ensuring the effective delivery of the PFI contract, including the production of management reports relating to the performance of the Service Provider, local and statutory performance information to demonstrate quality, efficiency and the cost effectiveness of the service.

2.2 To monitor the Service Provider’s ongoing performance and service delivery, ensuring that day to day service standards are maintained through regular contact with the Service Provider.

2.3 To agree payments/deductions with the Service Provider in accordance with the performance standards set out in the payment mechanism.

2.4 To ensure that the contract remains up-to-date with changes and variations agreed between the Council and the Service Provider.

2.4 To assist in monitoring and forecasting allocated budgets effectively.

2.5 Investigate energy efficient new technology and explore potential funding opportunities for improvement.

2.6 To provide the council’s principal point of contact for all street lighting and event illumination matters.

2.7 To offer expert advice and direction to other officers, elected members, residents, developers and the like on street lighting matters. Ensuring meaningful and working relationships are developed and maintained

2.8 Regularly review the council’s monitoring procedures and update as necessary

2.8 Support Community Leadership and the democratic process through liaison with elected members, the preparation of reports, attendance at committee and public meetings, and preparation of Area/Ward based bid applications for local priorities.

2.9 To assist in identifying and managing risks associated with the service to safeguard the position of the Council.

2.10 To support the manager and colleagues in response to changes in priorities, capabilities and capacity as required.

2.11 To assist the section manager in risk and business continuity planning.

2.12 To maintain and develop meaningful communications and working relationships with other Services, Directorates, Councils, External Agencies and National Bodies.

2.13 To comply with the requirements of Construction Design and Management (CDM) Regulations where appropriate, for assigned projects.

2.14 Carry out duties with full regard to the Council’s Equal Opportunities Policy, Health and Safety Policy, Code of Conduct and all other Council policies, and be responsible for implementing policies with other members of staff within the section.

2.15 Act in compliance with data protection principles in respecting the privacy of personal information held by the Council.

2.16 Act in compliance with the principles of the Freedom of Information Act 2000 in relation to the management of Council records and information, including information held in electronic systems.

**Author:** Graham Carr Asset and Network Manager

**Date:** March 2017