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| **Team Manager Road Safety** | **[East Sussex County Council logo.  Click here to go to East Sussex Internet site](http://www.eastsussex.gov.uk/)** |

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| **Grade:** | Local Managerial Grade 3  £53,126 - £57,877 |
| **Department:** | Communities, Economy and Transport |
| **Location:** | Lewes |
| **Responsible to:** | Head of Communities |

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| **Closing date** | Sunday 18 June 2023 |
| **Interview dates** | Thursday 29 June 2023, Monday 3 July 2023 and Wednesday 5 July 2023. |

East Sussex County Council’s Communities Service makes the communities across East Sussex safer and more resilient, and also supports businesses and promote economic growth. From ensuring a fair and safe trading environment and protecting vulnerable consumers from harm, to providing advice and support to members of the Gypsy & Traveller community, to implementing changes to improve the safety on our road network and equipping children with the skills and confidence to cycle on our roads, we enrich and empower local communities and make a significant contribution to the quality of life in the county. We also ensure the Council is prepared to respond to any major emergency impacting on the communities of East Sussex.

The Road Safety team sits within the Communities Service. The team’s work touches almost all aspects of county life and provides vital services for residents, businesses, and visitors across East Sussex. Key areas of responsibility include the delivery of road safety schemes to reduce number of people killed or seriously injured, road safety education, including cycle training and school crossing patrols, and delivery of education activities in partnership with Sussex Safer Roads Partnership (SSRP).

This is a rewarding role, with the opportunity to make a real difference to people’s lives.

To join us, you will need significant professional experience in road safety, transport scheme delivery or highways, and will apply knowledge of road safety management, legislation and best practise to oversee the delivery of a range of projects and programmes by the team.

As a strong and diplomatic communicator, you will manage relationships with a range of partners including community representatives, pan Sussex Authorities, Sussex Police and the Sussex Safer Roads Partnership.

In return, we offer a positive and supportive working environment, flexible working hours, hybrid working and a range of benefits.

Relocation assistance may be available for the right candidate.

East Sussex County Council is an equal opportunities employer. We welcome applications from all suitable candidates, regardless of race, gender, sexual orientation, disability or age. All applications are treated on merit.

# A contextual overview

**About the County and the Council**

East Sussex covers 1,725 square kilometres (660 square miles) and includes the boroughs and districts of Eastbourne, Hastings, Lewes, Rother and Wealden. East Sussex is predominantly rural in character, although almost 70% of the population live in urban areas (53.7% live in the coastal urban areas and 15.7% live in market towns). Deprivation is most concentrated in our coastal towns whilst also being experienced by some people living in rural areas.

The population of East Sussex is roughly 559,409. On latest national estimate, before considering projected growth, East Sussex (4%) has a greater proportion of people aged 85+ than England (2.4%). Rother (5%) has over twice the national rate and Hastings (2.7%) has the lowest rate in the county.

Further information about our key plans and strategies and the County of East Sussex can be found on our website via the links below:

[www.eastsussex.gov.uk/yourcouncil/](http://www.eastsussex.gov.uk/yourcouncil/)

[www.eastsussex.gov.uk/community/](http://www.eastsussex.gov.uk/community/)

**About Communities, Economy and Transport**

The services delivered by the Communities, Economy and Transport department (CET) have an enormous impact on the lives of local people and the natural environment. From operating waste facilities and registration offices, to maintaining roads and major infrastructure planning, the moment an East Sussex resident steps outside their front door, they are interacting with our work. Therefore, roles in our department offer enormous scope to make a positive impact on the quality of life for people and the environment of East Sussex.

# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# Job Title: Team Manager – Road Safety

# Department: Communities, Economy and Transport

# Grade: [Local Managerial Grade 3](https://new.eastsussex.gov.uk/jobs/benefits/local-managerial-grades)

# Responsible to: Head of Communities

# Purpose of the Role:

This role provides the professional lead for the Council’s statutory and core road safety activities. As the Local highway Authority, ESCC has a statutory duty under Section 39 of the Road Traffic Act 1988 to promote road safety, investigate collisions occurring on East Sussex roads, and take appropriate measures to prevent such crashes.

The Council’s Road Safety Team performs a number of duties, namely:

* The identification, prioritisation and delivery of road safety schemes across the County, with the primary objective of reducing the number of people killed or seriously injured.
* Delivery of road safety education, including cycle training, inhouse driver training, and the School Crossing Patrol Service.
* Delivery of activities in partnership with Sussex Safer Roads Partnership (SSRP) and driver re-offending training (NDORS) in conjunction with West Sussex County Council and Sussex Police.

The purpose of this role is to provide strategic leadership and direction to the Road Safety Team, ensuring that schemes are identified, prioritised and managed effectively and best value is delivered.

The postholder should have significant professional experience in road safety, transport scheme delivery or highways, and will apply knowledge of road safety management, legislation and best practise to oversee the delivery of a range of projects and programmes by the team.

The role requires extensive engagement with ESCC Councillors and with stakeholders, including other internal departments, D&B and Parish Councillors, partner Sussex Authorities, and Sussex Police. The postholder will represent the Council on a number of pan Sussex and regional strategic groups, including the Sussex Safer Roads Partnership.

# Key tasks:

1. Responsible for the delivery of all services within the designated service area in accordance with the County Council’s and Department’s policies and procedures and statutory requirements, including the services provided in partnership and to other clients under contract.
2. Provide effective leadership and communication, through clear objectives, so that the team identifies with East Sussex County Council’s Promise and achieves agreed programmes of work.
3. Lead the planning and implementation of Service Plans, Departmental and County Plans to ensure the continued development of a high-quality service.
4. Plan, monitor and control resources to maximise the efficient and effective use of finances and people in order to ensure the efficient and effective achievements of individual, team, partnership and departmental activities and objectives.
5. Achieve the annual performance targets for the designated service unit and manage performance within the context of the external inspection framework, performance indicators and agreed targets.
6. Service, develop and maintain existing partnership, and develop further partnerships, working both internally and externally.
7. Seek out and pursue sources of external funding to support and maintain the work of the Service, including both grant funding, donations and service clients, and maximise the use of volunteers.
8. Manage internal and external communications, media relations and PR management, in conjunction with the Departmental Communications Officer and central communications team.
9. Contribute to policy development at a local, regional and national level and represent the Service at a senior level on appropriate Regional and National Committees.
10. Provide effective leadership on health and safety matters by actively promoting health and safety awareness and ensuring the provision of safe working practises to ensure compliance with policy and standards.

# PERSON SPECIFICATION

# Essential education and qualifications

* Educated to degree level or equivalent knowledge or demonstration of equivalent experience in a relevant discipline.

# Essential key skills, abilities, knowledge, experience, values and behaviours

* Ability to translate policy into workable solutions, devising and implementing new service initiatives and efficiencies.
* Political awareness.
* Partnership working skills.
* Public representation of the County Council as a whole.
* Ability to develop evidence base and use evidence to produce clear and precise arguments and reports using analytical skills to solve problems.
* Leadership skills and ability to motivate and develop teams and individuals.
* Coaching skills.
* Excellent interpersonal and communication skills including negotiating and influencing skills.
* Budget management skills.
* Ability to think strategically and laterally.
* Ability to understand complex issues and information.
* Ability to manage people and resources including planning and prioritising workloads for self and others.
* Ability to promote and market the Service and its services.
* Knowledge of business planning and performance management.
* A knowledge of the key issues facing Local Government.
* Knowledge of statutory framework for local authority.
* Expert level of professional, technical and legal knowledge and competence in a particular specialist field
* Aware of Health, Safety and Welfare and Risk management.
* Understanding of Data Protection and Freedom of Information.
* Experience of work in a large public or private sector organisation.
* Experience of leading and managing at a strategic level.
* Preparing, operating and monitoring business plans.
* Working with elected members.
* Planning, implementing and monitoring staff development.
* Experience of managing change and delivering solutions.
* Strongly self-motivated with the ability to enthuse and motivate others
* Results driven.
* A commitment to equal Opportunities and anti-discriminatory practice.
* Flexible, responsive and resilient.

**Document version control:**

Date created/amended: April 2023

Name of person created/amended document: NS

Job Evaluation Reference: 13177

Health & Safety Functions

This section is to make you aware of any health & safety related functions you may be expected to either perform or to which may be exposed in relation to the post you are applying for. This information will help you if successful in your application identify any health-related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

| **Function** | **Applicable to role** |
| --- | --- |
| Using display screen equipment | Yes |
| Working with children/vulnerable adults | No |
| Moving & handling operations | No |
| Occupational Driving | Yes |
| Lone Working | No |
| Working at height | No |
| Shift / night work | No |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | No |
| Exposure to blood /body fluids | No |

**Background information**

The services delivered by the Communities, Economy and Transport department (CET) have an enormous impact on the lives of local people and the natural environment. From operating waste facilities and registration offices, to maintaining roads and major infrastructure planning, the moment an East Sussex resident steps outside their front door, they are interacting with our work. Therefore, roles in our department offer enormous scope to make a positive impact on the quality of life for people and the environment of East Sussex.

Our Road Safety Team is responsible for delivering a range of road safety activities across the county including education of residents through “Bikeability” courses, speed awareness courses, and the implementation of engineering schemes to make our roads safer.

The team is also responsible for delivering a £1m project to reduce the number of Killed and Seriously injured (KSI) on East Sussex roads.

The team are currently focussed on the delivery of a range of high-profile programmes and projects, including:

**Community Funded Safety Schemes**: Local schemes are implemented at sites where there is not necessarily a significant and/or sustained history of crashes, but where concerns have been raised by the local community.

**Speed Management Programme**: Whilst currently at an early stage, the Speed Management Programme will identify lengths of the main road network that would benefit from a reduced speed limit. It will also check that existing speed limits are effective and producing the desired reductions in vehicle speeds. The review will identify sites of greatest need and local concern where proven traffic management measures would have a positive effect and enhance the effectiveness of speed limits.

**Road Safety Behavioural Change Programme:** We are at the early stage of developing an innovative behaviour change programme, targeting higher risk groups (e.g. young drivers) using proactive, early interventions to reduce the number of killed and seriously injured on our roads. This programme builds on the success of [earlier projects](https://www.eastsussex.gov.uk/roads-transport/roads/road-safety/road-safety-programme) delivered in 2021.



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**Additional benefits**

The Council offers a comprehensive range of staff benefits including:

* Minimum annual leave entitlement of 22-27 days per year depending on length of service, plus two extra-statutory days.
* Access to an online staff benefits portal, containing various offers and discounts from major retailers and service providers.
* Vehicle, bicycle, rental deposit and season ticket loan scheme.
* A variety of initiatives to support staff wellbeing.
* Enhanced maternity pay.
* Access to health cash plans at a corporate rate.
* Access to the Dell and Microsoft Home Use programmes, as well as the O2 open scheme.
* Access to salary deducted savings and loans via credit unions and Salary Finance, plus access to a Give as You Earn scheme.
* A range of support for remote and flexible working.
* An additional leave purchase scheme.
* Access to a car leasing scheme.
* Access to the Local Government Pension scheme, which offers an excellent range of benefits, including a career average pension when you retire. You can find out more on the [East Sussex Pension Fund website](http://www.eastsussexpensionfund.org/).

**The County of East Sussex**

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| East Sussex is a great place to live and work. Not only is the countryside beautiful and largely unspoilt, but our coastlines, towns and villages are vibrant and inviting. We have strong, local communities and we are working closely with them to improve their quality of life.  Located on the south coast of England we have a mild and, on average, sunnier climate than much of the rest of the UK, beautiful coastline and a number of coastal towns and villages including Eastbourne, Bexhill, Hastings, Seaford, Newhaven and Peacehaven. |  |
| Prior to the creation of Britain’s newest national park – the South Downs National Park which became operational in 2011 – two-thirds of East Sussex was designated an Area of Outstanding Natural Beauty (AONB), including the Sussex Downs, Ashdown Forest and the High Weald AONB. Inland there are many picturesque villages and towns such as Lewes, Rye and Battle. There are numerous and significant historic sites of interest to visit across the County, including the site of the1066 Battle of Hastings. |  |
| Our economy comprises a large number of small businesses and is mainly service based consisting of public services, education, financial services and tourism. We have a higher than average proportion of residents aged over 65 and 85 and this is set to increase based on current population projections.  East Sussex and the surrounding counties (West Sussex and Kent) offer a variety of urban and rural settings in both coastal and inland locations in which to live. There are many sports, leisure and cultural activities. There are also good schools and public facilities for you and your family to use. |  |
| We have a direct link to France with the Newhaven-Dieppe ferry and are approximately an hour’s train journey from London. Gatwick is our nearest international airport.  There is a variety of housing available in East Sussex, both to rent and buy. Despite the South East being above the national average for house prices, there are many thriving coastal towns that offer good value housing including Eastbourne, Newhaven, Seaford, Bexhill and Hastings as well as inland towns such as Uckfield, Crowborough and Hailsham. Brighton, Haywards Heath and Lewes are also popular places to live in Sussex and have good transport links to London and the South East. |  |