

Director of Highways and Transport

candidate pack





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Thank you for the interest you have shown in this exciting and challenging senior leadership role.

Lancashire is a great place to work with some of the biggest economic and place shaping opportunities anywhere in the UK and transforming our highways and transport infrastructure is a pivotal part of our ambitions for the county.

We serve a broad mix of communities, from those where the opportunities and environment are judged to give some of the best quality of life in the country, to some of the most challenged areas in terms of deprivation. You will however find an active partnership of public and private sector bodies working passionately and collaboratively to deliver joined-up improvements to create the best possible opportunities for the people of Lancashire.

The Director of Highways and Transport will lead on a broad and varied portfolio of programmes that will improve our highways and deliver better connected infrastructure that links opportunity to need and delivers travel choices that are safe, inclusive, affordable and low carbon.



We're looking for a visionary leader who can guide the highways and transport function towards achieving exceptional results while embodying the council's core values of being Supportive, Innovative, Respectful, and Collaborative. The successful candidate will demonstrate a commitment to the 'Leading Lancashire' leadership framework, ensuring excellence in highways and transport management.

This role is part of the directorate senior management team and with support from senior colleagues will give you the opportunity to grow and develop your career. It is an exciting time to be part of Lancashire County Council and in particular the Growth, Environment, Transport and Health Directorate. We are keen to see applicants who want to be part of a proactive team who aspire to provide the best possible outcomes for all Lancashire residents.

If you wish to help us and our partners deliver on what are truly transformational and once in a career projects, I would love to hear from you. If you wish to know more about the job, the services you will be leading, or what it's like to work for Lancashire County Council please review the information within this candidate pack. If you would like to talk to me directly about the role, you can make an appointment to call me with my PA, Louise Holmes, on **Louise.Holmes@lancashire.gov.uk**.

Many thanks for your interest in this role.

Best wishes and good luck with your application.



Phil Green
Executive Director of Growth,
Environment, Transport & Health
Lancashire County Council





More about the role...

The Director of Highways and Transport is a critical role at Lancashire County Council, designed to develop, implement, and promote effective policy, strategies, and interventions for the efficient and cost-effective delivery of a range of critical infrastructure, operations, and service provision, including managing and developing the council's highways asset network.

The Director will develop strategic policies, lead, and embed change and deliver value for money for the communities of Lancashire.

This position requires a visionary leader who can guide the highways and transport function towards achieving exceptional results while embodying the council's core values of being Supportive, Innovative, Respectful, and Collaborative. The successful candidate will demonstrate a commitment to the 'Leading Lancashire' leadership framework, ensuring excellence in highways and transport management.

The position reports to the Executive Director of Growth, Environment, Transport and Health and is a member of the Directorate Leadership Team. The role requires a high level of operational and/or technical knowledge and experience gained through broad and deep experience and academic study. The job holder will select, develop, and assess the applicability of methodology and practice using both their theoretical and conceptual understanding and their substantial experience and expertise within their service area.

...and what we are looking for

Ambition and passion – You will be ambitious for the diverse communities that we serve and how we can maximise all the opportunities available to us to make a tangible difference to people's lives. You will be passionate about change, development, and the efficient utilisation of our resources, plus the creation of others, and about challenge, whether that's policy, process or practice, anywhere that improvements can be made and have a significant impact. You will be leading your areas, inspiring your teams and developing innovative, and affordable, models of delivery.

Values-driven – Supportive, innovative, respectful & collaborative – our values are embedded into the way we interact with our peers, partners, and communities we serve. Just as importantly, they're key to our behaviours and essential to this role. We want people who live and breathe the values, really understand and make them live in their daily lives both personally and professionally, people who appreciate the transformational difference they can bring to how we operate.

Inspirational leadership – You will have both a professional and politically sensitive leadership approach with the ability to communicate confidently with all levels in the organisation whether that's building strong, impactful relationships with councillors and colleagues or influencing wider partners. You will support a talented and dedicated team, inspiring them and other colleagues to model your behaviours and standards and will champion their ongoing development. A key driver for success in this role will be your passion for people, both those you work with and the individuals we support.

Collaboration and communication – You will be a team player, passionate about working collaboratively across the whole organisation to deliver our objectives and adept at understanding the relationship between strategic engagement, goals and objectives, realising that we can't deliver our ambitions for Lancashire in isolation. We expect you to bring excellent communication and influencing skills, that secure a level of confidence that specialist, tacit knowledge provides and the ability to share information across all levels, tailoring your communication as required.



Job description - Director of Highways & Transport

£102,757 - £111,550 pa

Purpose

- The Director of Highways and Transport is a critical role at Lancashire County Council, designed to develop, implement, and promote effective policy, strategies, and interventions for the efficient and cost-effective delivery of a range of critical infrastructure, operations, and service provision, including managing and developing the council's highways asset network.
- The Director will develop strategic policies, lead, and embed change and deliver value for money for the communities of Lancashire.
- This position requires a visionary leader who can guide the highways and transport function towards achieving exceptional results while embodying the council's core values of being Supportive, Innovative, Respectful, and Collaborative. The successful candidate will demonstrate a commitment to the 'Leading Lancashire' leadership framework, ensuring excellence in highways and transport management.
- The position reports to the Executive Director of Growth, Environment, Transport and Health and is a member of the Directorate Leadership Team. The role requires a high level of operational and/or technical knowledge and experience gained through broad and deep experience and academic study. The job holder will select, develop, and assess the applicability of methodology and practice using both their theoretical and conceptual understanding and their substantial experience and expertise within their service area.
- As a member of the council's senior decision-making group there is a considerable requirement for the job holder to apply evaluative judgement to determine a course of action beyond the council's previous experience and solutions.

Performance indicators

- Responsible for the delivery of key performance indicators and standards of practice.
- Quality of service and compliance against statutory, regulation and best practice standards and requirements.
- Achievement of service wide objectives and targets.
- Delivery of joint performance indicators and standards of practice with partners and multi-agencies.
- Leading Lancashire Framework

Accountabilities/responsibilities

- Deliver strategic, decisive, influential leadership and direction to ensure the combined efforts of internal resources and external partners and stakeholders are effectively co-ordinated.
- Deliver a range of infrastructure, operations, and service provision, including managing and developing the council's highways asset, network, fleet, and transport services across Lancashire.
- Lead the efficient and cost-effective delivery of a range of critical infrastructure and service provision including highways and transportation networks that meet the needs of Lancashire residents and businesses and discharges all statutory requirements.
- Drive the continuous improvement of services within the relevant service areas and deliver a responsive business model and workforce able to quickly evolve and adapt to new ways of working in response to changing priorities and needs.
- Lead on the development of internal and external partnership working with strategic partner organisations and key stakeholders working in collaboration to deliver effective services within the relevant service areas.
- Contribute to a strong and cohesive senior leadership group, role model the organisation's values and behaviours.
- Lead the council's strategies relevant to their service area and ensure the delivery of high quality, best practice, and value for money services to communities and citizens.
- Provide advice and guidance to members and senior managers on the implications of new legislation, policies, and any other major external and internal drivers for change and to ensure the effective implementation of required changes.
- Responsible for the service area budget and delivery of high quality, value for money services within the budgetary parameters.
- Lead the co-ordination and integration of Highways; Public and Integrated Transport; and partnerships across the wider organisation in line with longer term strategic plans.
- Influence internal and external partners and key stakeholders including representatives at a regional level and in central government to ensure delivery against service specific and corporate objectives.
- Lead and direct the development and maintenance of a motivated, performance focused workforce that is trained, professional, effective, and committed to the success of the operating model and service standards.





- Develop and implement strategic business plans in line with the core purpose and objectives of the Growth, Environment, Transport and Health Directorate.
- Ensure robust systems are in place to maintain and produce accurate and timely data required for statutory compliance, monitoring against performance standards and evaluation of service delivery.
- Play an active role in civil contingencies activity.
- Strategically contribute to and lead on the delivery of council wide objectives and projects to support the council's future vision and operating model.

Other

Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Customer focused

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Safeguarding commitment

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

Skills pledge

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.



Leading Lancashire – Leadership responsibilities and expectations

Responsibilities Level 1 & 2

Navigating Lancashire County Council’s leadership landscape involves three focal areas of responsibility: Leading Self, Leading Others, and Leading Lancashire County Council. These responsibilities serve as a guideline for cultivating personal growth, developing effective teamwork, and achieving impactful outcomes. It’s important to note that these are Lancashire County Council’s generic Level 1 & 2 leadership responsibilities, and role-specific duties are not included.

LEADING LCC

- Develop and implement long-term strategic plans
- Ensure governance and compliance
- Maintain organisational effectiveness
- Deliver financial efficiencies
- Manage and develop strategic relationships
- Promote transparency and accountability
- Advocate for public interest
- Lead change and drive innovation
- Risk management, including contingency and succession planning
- Engage in public relations

LEADING SELF

- Know your role and demonstrate accountability
- Recognise your presence and impact, ensuring you’re aligned with the Leading Lancashire framework
- Treat others with fairness and respect
- Continuously develop professional and leadership skills
- Build a strong professional network
- Balance your priorities for the good of your health and wellbeing



LEADING OTHERS

- Provide a healthy and safe workplace
- Value individual and team contribution
- Demonstrate genuine care and interest in our people
- Develop a culture of continuous improvement
- Enhance collaborative practices
- Resource appropriately and efficiently
- Clarify roles and expectations
- Champion diversity, equity, equality and inclusion
- Maintain strong relationships and enhance collaborative practices
- Manage performance and behavioural issues



Person specification - Director of Highways and Transport

Qualifications

- Honours Degree level qualification in a relevant field or equivalent experience.
- Relevant professional/management qualification or equivalent.

Experience

- Significant leadership, experience, and delivery of major operational services within a complex organisation.
- A demonstrative record of achieving and delivering services judged to be good or outstanding.
- Successful leadership and delivery of large-scale change programmes and management of reducing resources.
- Successful development of multi-agency partnership and collaborative working, to enhance service delivery and maximise best value benefits.
- Successful development of strategic solutions and outcomes to meet statutory requirements, regulations, improved service standards and in response to existing and emerging priorities.

Essential Knowledge and Skills

- Extensive knowledge and understanding of local government and of the areas of responsibility.
- Ability to lead, manage and motivate services/teams in a challenging and changing environment.
- Excellent understanding of the political context at a local, regional, and national level and the ability to operate sensitively and efficiently within a political environment.
- Strategic and analytical thinking skills to provide creative and fit for purpose solutions to problems within the area of responsibility.
- Ability to work collaboratively, as part of the senior leadership group, and take shared responsibility for organisational performance.
- Ability to build, maintain and influence effective working relationships both internally and externally with key stakeholders and partners.
- Provision of strategic direction within the relevant area of responsibility in an environment of reducing financial resources.
- Highly developed interpersonal and communication skills.

Personal Attributes

The Lancashire Mindset

Demonstrate Growth, Ownership, Optimism, and Positive Impact in all actions and decisions.

Values-Aligned Capabilities and Behaviours

Reflect the council's core values through supportive, innovative, respectful, and collaborative practices.



Other essential requirements

- Commitment to Diversity & inclusion through the ongoing development of an Incisive workplace.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.
- This is an essential car user post.

Why join us...

Salary

The role is graded Director 2. The salary scale is 102,757 per annum, increasing in four increments to a maximum of £111,550 pa (pay award pending from 01 April 2024).

Car lease

You will be eligible to access the council's car lease scheme for senior officers or an alternative annual cash amount of £5,300 per annum.

Annual leave

A minimum of 26 days' annual leave, increasing to 32 days after 5 years' continuous local government service, plus 8 public holidays and 2 extra days' leave at Christmas

Additional annual leave purchase scheme

The ability to purchase an additional 20 days' leave, allowing you to maximise your work/life balance and make the most of your time away.

Relocation expenses

Up to a maximum of £9,823 (net of VAT) with a further £2,000 available in certain circumstances.

Flexible working

We embrace flexible working opportunities wherever possible and understand that it can support the diverse needs of our team, empowering them to achieve a better work/life balance around their personal obligations. We support a variety of arrangements which work for both individuals and the organisation, so please let us know if you like us to consider alternative patterns of work..

Inclusivity

Our aim is to ensure that everyone is equally valued and respected and that our organisation is representative of all members of society, working in an environment where individual differences are celebrated.

We would like to improve the diversity of our top team to better reflect the people we serve, so are particularly keen to hear from you if you are a person of colour, from the LGBTQ+ community or have a disability.



Development

Our people add our greatest value. We actively encourage a learning culture where we view every new project as an opportunity to learn and develop, where responsibility and accountability are things to be cherished, and innovation is seen in standard working practices.

We will ensure that personal and professional growth and development opportunities are available, including time for supportive reflection and supervision for yourself. You'll have the opportunity to make a difference, feel valued and achieve the job satisfaction you've always wanted.

Pension & shared cost AVCs

A generous Local Government Pension is included with the role plus option to contribute to shared cost AVC's.

24/7 Employee Assistance Programme

Our employee assistance programme is here to support you, plus anyone over 16 and living at the same address, through a variety of personal, family or workplace issues. They provide counselling or advice around challenges with physical and mental health, finance, addiction and legal situations.

Vivup employee benefits

Our brilliant employee benefits platform is home to a range of discounts covering everything from shopping, entertainment, jewellery, utility bills, fashion, plus home & garden purchases. You'll also find our salary sacrifice schemes here for cycle to work, home and electronic goods and our recently introduced car scheme.

Conditions of service

The conditions of service are those set by the National Joint Council for Local Government Services and by the county council.



Our vision

Our vision is to make Lancashire the best place to live, work, visit and prosper. It's not just words, but we strive to work as 'one team' with everyone taking personal responsibility to deliver their best every day.

We want Lancashire to be the county people choose to create a home and sense of community, raise their children, develop a career and grow old in. We are committed to developing and celebrating our diverse communities, heritage and landscape to create a strong sense of place that we can all be proud of.

Our Vision is:

Lancashire will be the place to live

Lancashire will be the place to work

Lancashire will be the place to prosper

Lancashire will be the place to visit

Lancashire will be the place where everyone acts responsibly

Our values

Helping you to make Lancashire the best place to live, work, visit and prosper.



Supportive

We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.



Innovative

We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.



Collaborative

We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.



Respectful

We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.







Management Structure

County political arrangements and cabinet members

Our corporate governance structure consists of a leader, a cabinet and an overview and scrutiny function. The full council, which sets the budget and council tax levels and approves the council's policy framework, comprises of 84 county councillors.

Full council appoints the leader, who then appoints cabinet members. The cabinet, chaired by the leader of the county council, implements policy and runs county services. Individual cabinet members have been given specific areas of responsibility, but all decisions are taken collectively by cabinet.

The current political composition of seats on the council is:

- Conservative 48
- Labour 32
- Green 2
- Liberal Democrat 2

The county council elections take place every 4 years and were last held in May 2021.

District and parish councils

The Lancashire County Council administrative area has 12 district councils and over 200 parish and town councils.

The districts are:

Burnley Borough Council
Chorley Borough Council
Fylde Borough Council
Hyndburn Borough Council
Lancaster City Council
Pendle Borough Council
Preston City Council
Ribble Valley Borough Council
Rossendale Borough Council
South Ribble Borough Council
West Lancashire Borough Council
Wyre Borough Council

We also work closely with Lancashire's unitary authorities, Blackpool and Blackburn with Darwen.



Parliamentary seats

The County of Lancashire has 16 members of parliament

Rossendale & Darwen

West Lancashire

Fylde

Preston

Ribble Valley

South Ribble

Chorley

Wyre & Preston North

Morecambe & Lunesdale

Lancaster & Fleetwood

Pendle

Hyndburn

Blackpool North & Cleveleys

Burnley

Blackburn

Blackpool South

Jake Berry MP (Conservative)

Rosie Cooper MP (Labour)

Mark Menzies MP (Conservative)

Mark Hendrick MP (Labour)

Nigel Evans MP (Conservative)

Katherine Fletcher MP (Conservative)

Sir Lindsay Hoyle MP (Labour)

Ben Wallace MP (Conservative)

David Morris MP (Conservative)

Cat Smith MP (Labour)

Andrew Stephenson MP (Conservative)

Sara Britcliffe MP (Conservative)

Paul Maynard MP (Conservative)

Antony Higginbotham MP (Conservative)

Kate Hollern MP (Labour)

Scott Benton MP (Conservative)





How to apply

Your application should include:

- a current CV, including details of your current salary;
- a supporting statement (of no more than 4 pages) setting out how you meet the criteria set out in our person specification;
- the names, positions, organisations and contact details of two referees, one of whom should be your current or most recent employer (if you do not wish us to approach your referees without your permission, please clearly state this); and
- details of any dates when you will not be available or when we might have difficulties contacting you

Submit your application

To apply for this role, please submit your CV and supporting statement to <https://execroles.penna.com/?type=1>

Pete John on **07701 305617**, pete.john@penna.com or Zara Bruton on **07743 980 867** or via zara.bruton@penna.com



To find out more visit the Penna site (above) or LCC microsite lancashire.gov.uk/shapeourfuture/director-of-highways-and-transport

Recruitment timetable

Closing date for applications	Friday 3 May 2024
Candidate longlisting meeting	Wednesday 8 May 2024
Technical Interviews	Wednesday 15 May 2024
Shortlist meeting	Thursday 16 May 2024
Final assessment and interviews	Monday 20 May 2024



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