

## JOB DESCRIPTION

<b>Job Title</b>	Senior Road Safety Auditor		
<b>Directorate</b>	Infrastructure & Transport		
<b>Reporting to</b>	Principal Road Safety Auditor		
<b>Grade</b>	10		
<b>Evaluation ref:</b>	AG0508	<b>Job ref:</b>	<b>Family</b>
<b>Role purpose</b>			
<p>Play a vital role in assessing and improving the safety of road schemes delivered by Somerset Council and third parties. They conduct road safety audits to assess the potential problems and make recommendations on how to eliminate or minimise the potential for collisions or accidents to occur. By applying advanced auditing techniques and their extensive experience, senior auditors help shape policies and strategies that contribute to road safety improvements.</p>			
<b>Responsibilities</b>			
<ol style="list-style-type: none"> <li>1. Provide a supporting role to colleagues to aid the progression of Road Safety and Technical Audits through to adoption which will involve investigation, liaison with multiple teams internal to the Council, liaison with multiple parties external to the Council and prepare correspondence and reports.</li> <li>2. Provide advice to Highways Development Management officers in their negotiation and preparation of agreements under Section 106 Town and Country Planning Act 1990 and Section 278 Highways Act 1980 principally on matters of safety and enforcement.</li> <li>3. Undertake investigations into road safety technical issues on the highways network, advising Senior Professionals and Managers on the findings and actively shape any decisions regarding any action to be taken.</li> <li>4. Deal unaided with complex and controversial design stage road safety audits in terms of scale, value and political interest, which may include major highway improvements being progressed by the County Council, or major highway works associated with developer led schemes. Assess the potential road safety problems associated with proposed new road or road improvement schemes at feasibility and detailed design stage by examination of submitted design information and drawings using a combination of specialist technical knowledge and experience in road safety engineering and collision analysis. Make recommendations on how to eliminate or minimise potential for collisions or accidents to occur.</li> <li>5. On less complex schemes in terms of scale, value and political interest, which are likely to include Small Improvement Schemes and minor changes to the highway by developers/third parties, act as the Lead in a Road Safety Audit team to assess the potential road safety problems associated with completed new road or road improvement schemes by examination of the works, driver</li> </ol>			

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behaviour and analysis of reported accidents or near misses using a combination of specialist technical knowledge and experience in road safety engineering and collision analysis. Make recommendations on how to eliminate or minimise potential for collisions or accidents to occur.

6. Assess specific elements of major and complex submitted highway scheme designs against documented standards using a combination of specialist technical knowledge and experience in road safety engineering and compile technical reports of findings with suggestions on how to achieve required standards. Consider designer's responses to technical reports and reports further, either by written report or design workshop meetings with scheme designers to enable resolution of design issues. Manage and arbitrate between parties to ensure progress towards a satisfactory conclusion.
7. Assess, against documented standards, the safety of school pupils walking identified routes along the public highway to school in response to claims against the highway authority of such a route being unsafe, e.g. walk the route, identify and quantify hazards and risks, analyse accident records, compile a report of findings and determine whether the route is safe or unsafe. Present the findings and conclusions of the report at school transport appeals as required.
8. Assess the potential road safety problems associated with the proposed roadside infrastructure such as broadband cabinets and Electric Vehicle charging units using a combination of specialist technical knowledge and experience in road safety engineering. Present findings and conclusions within technical reports as advised.
9. Act as a principal point of contact for the provision of advice, guidance and support to Senior Professionals, Professionals, Managers, colleagues and external organisations including private developers, designers and road safety auditors on a variety of highway issues including road safety audit standards and processes, road safety and highway design standards, collision analysis, current highway legislation and legal agreements.
10. Formulation of updated technical design standards, specification, guidance literature, procedures and targets to affect the requirements of National Guidance, professional/ government bodies and other authorities. Implement appropriate actions to reflect the requirements of any new or amended policies and the outcomes from any service improvement initiatives. Lead key aspects of other projects and/or policy development work with key stakeholders as agreed with the Manager/Senior Professional. Monitor project performance and liaise with Senior Professional to agree and implement any change initiatives required.
11. Prepare and deliver presentations and briefings to senior managers, county councillors, parish councils, district councils, action groups and colleagues principally with respect to road safety audit standards and processes, road safety and highway design standards and collision analysis related to the delivery of new road or road improvement schemes.

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12. Attend works sites and meetings, which may be outside normal office hours. Accompany, as required, a senior colleague to represent the highway authority at public inquiries, planning committees, appeals, magistrates courts (such as stopping up orders), etc.
13. Assess and prioritise workload daily to ensure statutory deadlines and performance targets are achieved within a regime of competing demands augmented by political, economic and private sector pressures. Manage site visits effectively to ensure maximum efficiency of time.
14. Develop and maintain a good knowledge of highway legal agreements, technical/safety audit processes, highway design standards and health and safety legislation to support senior officers in ensuring that all works are carried out to current best practice and standards.
15. Supervise the input, maintenance and interrogation of data on the Audit database software and spread sheet records used in the monitoring of scheme progress and financial management. Prepare progress and performance reports to satisfy service delivery performance management requirements.
16. Undertake investigations into political/technical/legal issues associated with highway infrastructure delivered via Section 106 and 278 agreements advising management on the outcome/implications and of any action taken. Investigate complaints or ombudsman enquiries which protects and reflects the standards of the Council.

### Impact

#### Contacts and Relationships

- Service Managers, other SCC staff and contact with Elected Members to provide advice, guidance, direction and support.
- Developers, consultants and contractors/ sub-contractors to provide specialist advice on matters relating to highway design and road safety audit.
- Police Traffic Officers, Area Highway Service Managers, Traffic Engineers, Third Party Auditors, Highways England and specialist advisors to coordinate and provide specialist advice on all matters of Highway Safety, highway design criteria and construction.
- Professional and technical staff within the County Council to provide a specialist advice role on matters of highway design and road safety audit to ensure effective technical auditing and subsequent delivery of highway schemes.
- Programme and Project Managers to provide specialist road safety engineering advice to support project delivery.
- Area Highway Managers to consider road safety issues and to ensure effective communication between the Infrastructure Programmes Group and the area highway offices.

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- Public, including travelling public and residents fronting onto or serviced by new infrastructure works, to enable the resolution of road safety issues and concerns reported.
- Street Works to assist in the co-ordination of proposed works on the public highway network and assess the effect of restrictions to be imposed via temporary traffic regulation orders or temporary traffic management.
- Elected members to enable the resolution of issues and concerns reported either by the member themselves or in representation of their electorate.
- Professional Associations to contribute/ influence/ interpret legal agreements, national/ local policies and highway legislation.

### Resources

Provides direct input to the delivery and completion of 750 to 1000 technical and road safety audits per annum.

Working within a Team responsible for the supervision of new highway infrastructure, valued in excess of £227 million, pursuant to over 1000 developments with approximately 400 classified as under construction at any one time. The Team is responsible for approving the adoption, as highway maintainable at the public expense, of on average between 6-10km of new carriageways and 2km of cycleway/footways per annum.

Where appropriate and within the service area, provides cover in the absence of the Line Manager. Will be engaged in inter-service, multi-disciplinary collaborative working. When leading projects the postholder will supervise the work of other professional officers, support staff and staff within the Council.

	Essential	Desirable	
<b>Knowledge &amp; Skills</b>			
Able to demonstrate that their existing training, skills and experience meets with the latest DMRB guidance "Road Safety Audit".	X		
<u>Road Safety Legal Issues, Legislation and Policy</u> Good level of knowledge of relevant legislation, standards and codes of practice. In particular: <ul style="list-style-type: none"> <li>• The 1980 Highways Act and 1988 Road Traffic Act (or any local or National Equivalents)</li> <li>• The 2007 Road Death Investigation Manual</li> <li>• The Corporate Manslaughter Act and Corporate Homicide Act 2007</li> <li>• The Manslaughter by Gross Negligence Common Law</li> </ul>	X		

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<ul style="list-style-type: none"> <li>• The EC Directive 2008/96/EC; HD 19/15.</li> <li>• Road Safety Policies, Targets and Strategies</li> <li>• Legislative basis and status of road safety reports</li> <li>• Litigation; potential culpability of auditors commensurate with degree of control; legal responsibilities.</li> <li>• Duty of care required of auditors, reasonable not absolute skill and care</li> <li>• Legal responsibilities of Highway Authorities</li> <li>• CIHT Guidelines</li> <li>• Health &amp; Safety regs, CDM</li> <li>• Disability Discrimination Act</li> </ul>			
<p><u>Collision Investigation</u></p> <p>Able to demonstrate application and familiarity with the following Collision Investigation topics:</p> <ul style="list-style-type: none"> <li>• Data collection and analysis; limitations of Stats 19; other useful data sets</li> <li>• Statistical tests; Averages, norms; Standard Deviation; Poisson &amp; Chi 2</li> <li>• Random distribution; regression to the mean; accident migration</li> <li>• Use of Witnesses' statements; conflict studies; local &amp; National trends; control data</li> <li>• Collision analysis software; cluster analysis; stick diagrams</li> <li>• Single site, route action, area action, mass action approaches</li> <li>• Multi-disciplinary approach: systems approach</li> <li>• Site visits; photographic evidence; conflict studies</li> <li>• Causation factors to be considered</li> <li>• Monitoring; before &amp; after studies</li> <li>• Remedial measures effectiveness; control data</li> <li>• Prioritisation, Risk Assessments, Rates of return</li> <li>• Local targeted strategies, Local &amp; National trends</li> </ul>	X		
<p><u>Road Safety Audit</u></p> <p>Able to demonstrate application and familiarity with the following Road Safety Audit topics:</p>	X		

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<ul style="list-style-type: none"> <li>• Cost effective basis; role of audit within scheme design; Independence of audit team</li> <li>• Evolution of audit practice; own history and experience</li> <li>• Stages of audit; Interim audits; variety of schemes; Design &amp; Build; DBFO</li> <li>• Team Leaders, Members and Observers; specialist advisors</li> <li>• Covers all road users under all conditions</li> <li>• Procedures; variations on HD 19/15</li> <li>• Assessment of scheme drawings, Departures report &amp; safety implications</li> <li>• Audit brief requirements; scheme objectives; associated information</li> <li>• Content, context and format of report; drawings; photographs; site visits</li> <li>• Clarity, conciseness, detailed explanations; related collision types</li> <li>• Responsibility of auditor; signed document; validated</li> <li>• Exception reports / designers responses; shelf-life; possible arbitration</li> </ul> <p>Able to demonstrate experience at the various stages of road safety audit as Observer, Team Member and Team Leader over a period of time.</p>			
<p><u>Road Safety Engineering / Road Design</u></p> <p>Able to demonstrate application and familiarity with the following topics:</p> <ul style="list-style-type: none"> <li>• Highway Design; traffic engineering; road/road user interaction; design element interaction</li> <li>• DMRB (or equivalent); Manual for Streets; Highway hierarchy; Design Speed;</li> <li>• Horizontal &amp; vertical alignments; cross sections; gradients &amp; K values; Link Design</li> <li>• Visibility distances; Crossfall; Superelevation; drainage; lighting; earthworks</li> <li>• Pavement construction; Surfacing; micro/macro texture; skid resistance</li> <li>• Junction design &amp; analysis; roundabouts; traffic signals; priority control</li> <li>• Signs &amp; markings, traffic and demand management, level of service</li> <li>• Traffic calming; humps / chicanes / chokes / full &amp; partial closures</li> </ul>	X		

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<ul style="list-style-type: none"> <li>• Pedestrian crossings &amp; facilities; cycle facilities; bus facilities; weight/size/width restrictions</li> <li>• TROs, access control, Home Zones; Shared Space; SHGV routes; parking restrictions</li> <li>• Road restraint systems, RRRAP/Risk Assessment.</li> </ul>			
Evidence of formal Road Safety training as specified in the latest DMRB guidance "Road Safety Audit", i.e. any structured training which covers aspects of road safety engineering, casualty reduction, and road safety policy and strategy review and to provide copies of relevant attendance certificates.	X		
Evidence of relevant Continuing Professional Development (CPD) as detailed in the latest DMRB guidance "Road Safety Audit". 'Relevant' CPD covers Collision Investigation, Road Safety Engineering and Road Safety Audit.	X		
<b>Experience</b>			
Demonstrable experience in highways, traffic and/or road safety engineering or highway design	X		
Able to provide examples that show how they meet the collision investigation and road safety engineering experience guidance set out in the latest DMRB guidance "Road Safety Audit".	X		
<b>Qualifications / Registrations / Certifications</b>			
Good general education with sound mathematical and English standards and acquired knowledge to a minimum of HNC standard in a relevant field.	X		
Engineering, Transport or Planning related degree or equivalent professional development.		X	
<b>Working Conditions</b>			
Mixture of desk based and site visits.			
<b>Working Arrangements</b>			
Somerset Council's dynamic Working Strategy will be applied to this position.			



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### Corporate Responsibilities

Ensure compliance with all relevant legislation, organisational policy, and professional codes of conduct to uphold standards of best practice.

Deliver the aims of the council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do, ensuring team members are also aware of their responsibilities and maintaining their understanding that Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.

Date: April 2025