

JOB DESCRIPTION

Job Title	Highway Inspector		
Service	Infrastructure and Transport		
Reporting to			
Grade	12		
Evaluation ref:	AG0329	Job Family ref:	
Role Purpose			
<p>The Highway Inspector plays a key role in ensuring the safety, serviceability, and compliance of the public highway network across Somerset. The postholder is responsible for undertaking a programme of highway safety and condition inspections, identifying defects and hazards, and ensuring appropriate and timely actions are taken to protect all highway users. Through the consistent application of inspection standards, policies, and procedures, the role supports the Council's statutory duties and contributes to the effective management and maintenance of highway assets.</p> <p>Working closely with colleagues, contractors, and external stakeholders, the Highway Inspector provides professional judgement and technical input to support both reactive and planned maintenance activities. The role requires a strong focus on customer care, health and safety, and equality, diversity and inclusion, while promoting the Council's values and reputation. The postholder may also represent the Council in legal proceedings, providing evidence in relation to highway inspections and insurance claims, and must act with integrity, accuracy, and accountability at all times.</p>			
Accountabilities			
<p>The postholder will contribute to the provision of a highway management service to the public by applying a uniform and consistent approach and as a key member of the group will be expected to promote the image of the Council and embrace a culture of customer care to ensure successful delivery of a quality highway service in Somerset through the following: - Safety Inspections</p> <p>Undertake and record Highway Safety Inspections. These can be driven or walked dependant on the inspection type (Rural or Urban). Utilises online mapping and communications systems.</p> <p>Identify safety defects which are hazardous to highway users, as defined within the Highway Inspection Manual.</p> <p>Identify defects which are hazardous to highway users as defined in the Highway Safety Inspection Manual (HSIM).</p>			

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Measure and record dimensions, location, type and severity of defects, for example potholes, damaged manholes, broken kerbs, faded signs and lines blocked drainage systems causing flooding onto both using electronic capture devices.

Create electronic works orders specifying appropriate repairs using the Schedule of Rates, and define priority based on severity of the defect and road hierarchy, this can range from immediate to 3 months.

Perform the role of Designer under the Construction (Design & Management) Regulations (CDM Regulations).

Liaise with Area Highways staff to report 3rd party safety defects affecting the highway, e.g. encroachment, overhanging vegetation, illegal vehicle crossings.

Provide a duty of care under the Health & Safety Act and New Roads & Street Works Act to ensure, so far as is reasonably practicable, that they are safe and without risk to the health and safety of persons working there, although they may not be their own employees.

Attendance at court to give evidence to defend Somerset Council in relation to highway insurance claims. Non-Safety Inspections

Liaise with Area Highways staff to report the condition of the highway for planned maintenance purposes.

Undertake detailed inspections of highway assets, in accordance with Service Manuals and the Transport Asset Management Plan, in respect of all or some of safety fences (specialist inspection for Lantra accredited inspectors only); arrester beds; trees (specialist inspection for Lantra accredited inspectors only); cattle grids; road markings and signs.

Undertake road marking surveys in accordance with Chapter 5 of the Traffic Signs Manual.

Advise on and recommend priorities to ensure that the statutory function is delivered. Where funding resources may compromise this, there is an over-riding responsibility to protect the highway user, through enforcement, from any significant hazard.

Understand, uphold and promote 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. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.



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Knowledge / Experience / Skills		
	Essential	Desirable
Knowledge		
Knowledge of highway inspection practices, standards and procedures, including safety and condition inspections.	X	
Understanding of relevant highway legislation, codes of practice and health and safety requirements.	X	
Knowledge of risk assessment principles and the ability to prioritise defects based on risk.	X	
Knowledge of Somerset Council policies, procedures and asset management approaches.		X
Awareness of legal processes relating to insurance claims, public liability and evidence gathering.		X
Knowledge of equality, diversity and inclusion principles as applied to service delivery.		X
Experience		
Experience of undertaking inspections, surveys or assessments in a highways, construction, engineering or similar operational environment.	X	
Experience of identifying defects or hazards and recommending appropriate remedial actions.	X	
Experience of working independently, managing workloads and meeting deadlines.	X	
Experience of using IT systems to record inspections, defects and actions accurately.	X	
Experience working within a local authority or public sector environment.		X
Experience of giving evidence or supporting legal proceedings related to highways matters.		X
Experience of working with contractors and monitoring works on site.		X
Experience of using highway asset management or inspection software.		X



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Qualifications / Registrations / Certifications		
A relevant qualification or equivalent experience in highways, construction, civil engineering or a related field.	X	
Full, current driving licence and ability to travel across the county as required.	X	
Professional or technical qualification related to highway inspection or civil engineering.		X
Membership of a relevant professional body.		X
Skills		
Ability to make sound, evidence-based decisions using professional judgement.	X	
Good written and verbal communication skills, including the ability to produce clear, accurate records and reports.	X	
Strong organisational skills with the ability to prioritise competing demands.	X	
Ability to work collaboratively with colleagues, contractors and stakeholders.	X	
Customer-focused approach with a commitment to safety, integrity and accountability.	X	
Ability to contribute to service improvements and procedural development.		X
Confidence presenting technical information to a range of audiences.		X
Coaching or mentoring skills.		X
Working Conditions		
Dimensions of the role		
Working Arrangements		
<i>Somerset Council's Dynamic Working Strategy will be applied to this position.</i>		

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Corporate Accountabilities

Understand, uphold, and promote 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. 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: