

JOB DESCRIPTION

Job Title	Traffic Engineer – Parking		
Directorate	Infrastructure and Transport		
Reporting to			
Grade	10		
Evaluation ref:	RP146	Job ref:	Family
Role purpose			
<p>The Traffic Engineer – Parking is responsible for the design, delivery and implementation of new parking policies and parking related schemes, ensuring they are consistent, enforceable, and aligned with council policies and objectives. The role will oversee all stages from concept to implementation, ensuring effective stakeholder engagement, budget management, and legal compliance.</p>			
Responsibilities			
<ul style="list-style-type: none"> • To design, deliver and implement new parking policies and parking related schemes, ensuring they are consistent, enforceable, and aligned with council policies. • Lead public consultations and pre-engagements, responding to representations and queries. • Liaise with internal teams, elected members, and external bodies (e.g. District, Town, and Parish Councils). • Monitor and manage project budgets, providing accurate forecasts and reports. • Draft consultation reports and collaborate with the TRO team to produce officer decision reports, ensuring TROs are legally sound and aligned with enforcement requirements. • Ensure the council's website and public-facing materials relating to parking policy and new schemes is relevant and kept up to date. • Lead, manage and supervise a team of traffic engineering technicians who will assist in the delivery of this role. • Oversee the installation and maintenance of parking equipment and infrastructure. • Advise senior officers and elected members on parking matters. • Support the development of parking policies, service plans, and strategic programmes. • Represent the council at internal and external meetings and partnerships. • Lead on associated procurement of services as required. • Act as a point of contact on parking development matters, requests and complaints from the public, interest groups, parish councils, receiving reports and providing information and responses as required ensuring that they align with current policies and service objectives. 			

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- Identify and deliver opportunities for service change and improvement. Review performance outcomes and customer feedback to meet customer requirements.
- Positively contribute to the management and delivery of the service area aims and objectives embedded in the Councils service business plan.
- Carry out post commissioning monitoring.
- Monitor and evaluate the impact of implemented changes and improvements.
- Carry out risk assessments and ensure compliance with **CDM Regulations 2015** and health & safety standards.
- Provide regular updates and reports to the Service Manager Parking.

Knowledge / Experience / Skills

	Essential	Desirable	
Knowledge			
Deep understanding of the Traffic Signs, Regulations and General Directions (TSRGD), Traffic Signs Manuals and Civil Parking Enforcement legislation	x		
Understanding of national and local design standards for parking schemes, including signs and lines	x		
Knowledge of planning, budgeting, programming, and delivering parking and traffic schemes.	x		
Proven working knowledge of The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996	x		
Familiarity with public sector procedures and standards		x	
Awareness of customer service principles in a public sector context		x	
Knowledge of performance review and feedback mechanisms		x	
Understanding of change management processes		x	
Understanding of systems like Parkmap and GIS for mapping and scheme planning.		x	
Experience			
Proven experience in designing, managing and implementing parking policy changes and new parking schemes	x		
Proven track record of leading public consultations and responding to public and	x		

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organisational requests, complaints and representations			
Experience in developing policies, procedures, and standards		x	
Experience with Traffic Regulation Orders (TROs) and enforcement feasibility.	x		
Managing project budgets and providing accurate forecasts and reports.	x		
Experience in managing a team		x	
Experience in reviewing performance outcomes and customer feedback		x	
Experience in collaborating with internal and external stakeholders	x		
Qualifications / Registrations / Certifications			
Degree in Civil Engineering, Transport Planning, or demonstrate equivalent qualifications through relevant professional experience.	x		
Certification in Parking Management or a related discipline		x	
Training in customer service and conflict resolution		x	
Professional membership in relevant engineering or transport organisations		x	
Skills			
Excellent verbal and written communication and interpersonal skills	x		
Skilled in stakeholder engagement, including public consultations and liaison with elected members.	x		
Strong analytical and problem-solving skills, capable of deriving practical solutions in challenging situations	x		
Responds effectively to changing priorities.	x		
Proficiency in using IT systems for data analysis and report preparation	x		

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Ability to develop and implement policies and procedures		x	
Strong organisational and time management skills		x	
Working Conditions			
<p>This role involves working within a dynamic and supportive local authority environment. Candidates should be prepared for the following conditions:</p> <ul style="list-style-type: none"> • Work Hours: Standard working hours are 37, with occasional requirements for evening or weekend work to meet project deadlines or attend community events. • Location: The primary work location is County Hall, with opportunities for remote work as per organisational policies. • Travel: Some travel within the local area may be required for meetings, site visits, and community engagement activities. • Work Environment: The role involves working both independently and as part of a team, with access to modern office facilities and resources. • Health and Safety: Adherence to all health and safety regulations is mandatory, ensuring a safe working environment for all employees. 			
Working Arrangements			
Somerset Council's dynamic Working Strategy will be applied to this position.			
Corporate Responsibilities			
<ul style="list-style-type: none"> • Ensure compliance with all relevant legislation, organisational policy, and professional codes of conduct to uphold standards of best practise. • 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: 20/08/2025