

**ROYAL BOROUGH OF GREENWICH**

**JOB DESCRIPTION**

<b>DEPARTMENT</b>	<b>Transport</b>	<b>POSTHOLDER</b>
<b>SECTION</b>	<b>Programme and Public Realm</b>	<b>GRADE PO2</b>
<b>POST DESIGNATION</b>	<b>Street Lighting Engineer</b>	

**Purpose of Job:**

**To be responsible to Street Lighting Manager:**

Accountable to the Street Lighting Manager for the effective planning and delivery of the street lighting operations and projects for Highways, other Council departments and proposed future development street lighting stock.

Manages up to 0 directly managed staff.

Manages up to 5 indirectly managed consultancy/contracting staff.

**Main Duties:**

**I. Professional / Technical**

- I.1 Plan, implement and review on a regular basis efficient inspection and maintenance programmes / schedules for street lighting.
- I.2 Monitor the running of the section's maintenance contract (planned and emergency works and repair) ensuring that targets are met and that standards of performance are achieved in terms of quality and quantity.
- I.3 Monitor and regularly update the current Inventory data for all assets within the sections maintenance remit and provide reports for energy calculations and to assist future planned works.
- I.4 Upgrade existing installations to meet relevant British Standards / Codes of Practice and produce schedules and programmes for renewal or replacement. Make recommendations on the use of new materials and green energy initiatives.
- I.5 Consult with Housing Services departments to carry out an inventory collection of their existing lighting stock to include arranging and recording of structural and

electrical testing programmes, updating the street lighting Inventory and databases.

- I.6 Consult with other Council sections for the effective upgrade and maintenance of their existing lighting stock to the current standards.
- I.7 Liaise with third parties for approval and installation of CCTV, Central Management System, and other monitoring equipment on street lighting assets.
- I.8 Consult with proposed and future developers to ensure that all adoptable lighting is designed and installed to the current street lighting specification including updating the current street lighting Inventory and databases.
- I.9 Prepare accurate estimates, drawings, bill of quantities and specifications and undertake supervision of contracts on site. Provide detailed costs to third parties for larger projects and works.
- I.10 Undertake new systems and review procedures relating to street lighting maintenance. Responsible for day-to-day delivery of street lighting services.
- I.11 Ensure all contractors and utilities involved in street lighting works comply with all codes of practice relating to road works safety and the safety of electrical installations.
- I.12 Provide professional and technical advice and respond to enquiries and complaints relating to street lighting maintenance in accordance with the departments and Council's relevant procedures including taking appropriate action in any emergency.
- I.13 Keep abreast of, and ensuring compliance with current practices, relevant Government legislation / regulations and Council's procedure. Particularly to ensure the current IEE Regulations are adhered to.
- I.14 Conduct electrical and mechanical repairs at ground level to make safe or undertake a permanent repair.
- I.15 Attend emergency callouts on duty and out of hours as and when required and take appropriate action.
- I.16 Nighttime inspections of Council's lighting stock on a planned basis, including written survey reports, details of which to be entered on computer systems to form data for calculating contractor's performance levels.
- I.17 To use systems such as Symology, GIS / other etc. on a day-to-day basis on all street lighting matters, input of inventory data, collection of data and its validity and monitoring of data as required.
- I.18 Regular consultation with UK Power Networks or the current contacts Independent Connection Provider to programme and plan the servicing of new electrical furniture including new connection, disconnections, and transfers etc. Monitor timescales of all UK Power Networks and Independent Connection Providers works.
- I.19 Arrange for design, installation and maintenance of Christmas decorations including the

evaluation of all costs including energy. Look to minimize environmental impact and to take account of the diversity of the Borough in terms of religious festivals.

## **2. Managerial**

- 2.1 Assist the Street Lighting Manager in the development amongst staff of a quality management approach to work, a customer care attitude to clients, a sensitivity to business opportunities and an awareness of the factors on which the group success depends.
- 2.2 To assist the EV Charging Delivery Lead in the development and implementation of the Transportation EV Charging Strategy.
- 2.3 Hold regular progress meetings with contractor's representatives, agree targets and monitor progress including ensuring adequate contractor resources are always provided.

## **3. Communications**

- 3.1 Write letters, memoranda and draft and progress reports as required, including complaints and queries from all sources.
- 3.2 Liaise and attend meetings as appropriate and on behalf of the Street Lighting Manager, within and outside the Borough in matters relating to the section's work.
- 3.3 To respond to complaints, prepare project reports and keep appropriate reports for clients in order to advise and inform them of current procedures and legislation.
- 3.4 Provide obtain and maintain information relating to maintenance matters pertaining to accidents / claims.
- 3.5 To recover damages and losses to street furniture caused by third parties.

## **Other**

- 4.1 To undertake any other work appropriate to the level and general nature of the post's duties.
- 4.2 Where necessary for the job role or appropriate for continued development in the role, the post holder may be required to participate in training and development courses made available via the Council's Apprentice Levy funding.
- 4.3 To undertake all duties with due regard to the provisions of health and safety regulations and legislation, Data Protection/GDPR, the Council's Equal Opportunities and Customer Care policies.
- 4.4 To perform all duties in line with Council's staff values showing commitment to improving residents lives and opportunities, demonstrating respect and fairness, taking ownership, working towards doing things better and working together across the council.

- 4.5 To ensure that appropriate levels of emergency planning and business continuity management preparedness are in place for the service, and that your teams are appropriately briefed on their roles in an emergency.
- 4.6 Responsible for providing mentoring opportunities to junior staff (e.g., graduates, apprentices etc.)
- 4.7 You may be required to undertake alternative, additional, or ancillary duties from time to time or transfer to another service department within the Council as the Council may reasonably direct to meet service user demand in the event of a crisis or emergency.

Designation of the Post to which the Post-Holder normally reports to: **Street Lighting Manager**