

Job Description

Job Title:	Design Manager
Directorate/Team:	Delivery Directorate – Transport for West Midlands
Location:	16 Summer Lane or other site/location
Responsible to:	Head of Technical Services Unit
Responsible for:	Up to 2 direct reports
Key working relationships: (internal)	Delivery Directorate, Strategic Partnerships and Integration, Other TfWM Teams, WMCA teams (Environment, People and Culture etc).
Key working relationships: (external)	Local Authorities, Supply chain (e.g. Principal Designers), Contractors

Purpose of the Post

The Design Manager will be responsible for leading the design strategy for TfWM's £2.2Bn capital delivery programme, a visionary and strong technical design expert you will lead the design panel and approval process to ensure the best possible design standards are met and assist WMCA in striving to meet our ambitions for Net Zero and Biodiversity Net Gain, improving safety for Women and Girls and other vulnerable users, support access through active travel as well as are future proofing for climate change and adaptation.

With a whole place approach to design, the Design Manager role will work in a way that supports a place-based approach and considers place, skills, and housing as elements alongside transport and infrastructure projects. The Design Manager will inform, shape, and deliver policies and processes across the Delivery Directorate to ensure our new major transport infrastructure are designed to the highest standards for the people of the West Midlands.

The Design Manager will also work across the project lifecycle and construction supply chain, ensuring design strategies are embedded into the commissioning and delivery of major construction contracts and lead on the proactive monitoring of construction activity in line with requirements.

As part of a team of experts within the Technical Service Unit, the Design Manager will also work on asset management plans, sustainability and decarbonisation plans including offering technical advice on low carbon materials and design options that enhance biodiversity. They will also support WMCA's role as client and work with Health and Safety officers to advocate for health, safety and environment.

Accountabilities

- Lead the Delivery Directorate's technical activities related to design and construction of major transport infrastructure.
- Support the development of the Design Panel and manage the gateway approvals for design.

- Provide high quality advice and best practice design on safe access to transport including cycling and walking, Net Zero, Biodiversity Net Gain, Safety for Women and Girls and Climate Adaptation, to multi-disciplinary teams and direct, oversee, and manage the designs.
- Review, challenge, and feedback on designs from our principal designers and contractors for the schemes delivered by Transport for West Midlands.
- Challenge the norm whilst also ensuring designs are fit for purpose and support our strategic design aspirations.
- Inform, develop, and promote evidence based technical policy and design guides in relation to designs, covering standards and protocols that shape the detailed development and construction of major transport infrastructure projects.

Responsibilities

Strategic

- Provide expert advice to shape and inform designs associated with the delivery of major transport infrastructure, including informing appraisal, baselining, projections and value, benefits, and policy integration.
- Ensure that lessons learnt as part of the post project review within the gated project lifecycle process are recognised and implemented as appropriate, in the development and delivery of the project portfolio going forward.
- Develop new partnerships to explore innovative approaches on design of transport schemes across the region.
- Maintain collaborative relationships and tactical governance across TfWM, key stakeholders, contractors, and the wider supply chain to successfully deliver the decarbonisation elements of major infrastructure projects in line with the requirements of the relevant Programme Boards.
- Review latest trends and technologies in designing transport schemes and apply best practices to our projects.

People

- Engage with TfWM stakeholders during the project lifecycle to advise on best practice design of transport schemes.
- Lead and manage direct reports, helping them to ensure their development needs are met and their potential is realised.

Operational

- Constructively challenge and review designs across the Directorate to ensure they strive to limit carbon impacts in accordance with WM2041.
- Responsible for the development of monitoring and auditing strategies to manage, monitor and inspect construction practices in the delivery of major transport infrastructure to ensure they fall in line with design strategies.
- Responsible for early supply chain engagement to input into tendering exercises for major construction programmes to ensure ambitions on design are embedded into construction specifications across the supply chain.
- Prepare reports for senior management, elected members, WMCA committees, programme boards and Local Cabinet, ensuring that project documentation produced for review and approval is done so in a timely and accurate manner.
- Direct the activities and performance of consultants to ensure high quality outputs.

Financial

- With support from finance and commercial colleagues, manage budgets and ensure that financial administration, monitoring and reporting is of the highest standard and that appropriate financial scenarios can be tested.

Other

- Actively contribute to the Delivery Directorate Health and Safety Culture by implementing health and safety behaviours and implementing policy.
- Matrix work with project teams

Person Specification

Candidates/post holders will be expected to demonstrate the following:	Essential / Desirable		How Evidenced?		
	E	D	A*	I*	T*
Experience					
Experience in professional design including both 3D and 2D and graphic software capabilities.		X			X
Experience of approving design packs.	X		X	X	
Experience of developing and preparing designs which include features that support Net Zero and improve Biodiversity Net Gain.	X		X	X	X
Experience of commissioning technical services through procurement and working across the construction sector supply chain to ensure compliance against standards and policies	X		X	X	
Experience of developing and delivering strategies across construction phases to monitor, and audit designs to ensure they meet standards and requirements.	X		X	X	
Experience of managing key stakeholders both internally and externally and the wider supply chain within the construction industry.	X		X	X	
Experience of collaborating with multidisciplinary teams.	X			X	
Experience of line managing junior staff	X			X	
Skills / Knowledge					
Knowledge of carbon management and sustainability policy and application, preferably within the transport sector.	X		X	X	
Strong organisational and project management skills, with the ability to achieve results for multiple, simultaneous projects with competing demands.	X		X	X	
Knowledge of best practice designs to ensure safety for Women and Girls and other vulnerable people.	X		X	X	
Knowledge of best practice for design and materials that reduce carbon footprint.	X		X	X	X
Understanding of the principles around Climate resilience and adaptation and designing schemes that are future proofed for climate change.		X	X	X	
Understanding of standards for designing transport infrastructure on highways including LTN 1/20, Manual for Streets.	X		X	X	X
Innovative thinking and creative approach to problem solving around design of infrastructure.	X			X	X
Understanding Construction Design Management compliance and role of client in Health and Safety		X		X	
Qualification / Education / Training					
Degree or Post Graduate Degree or equivalent experience? in a related field such as Civil Engineering, Architecture, Urban Design or Landscape Architecture.	X		X		X
Membership of a professional body in a related field.	X		X		X

*Key: A = Application, I = Interview, T = Testing/Assessment

Core Expectations

Health, Safety & Wellbeing	All employees have a duty to take reasonable care for the health, safety, and wellbeing of themselves and of other persons who may be affected by their acts or omissions at work; and co-operate with their employer so far as is necessary to enable it to successfully discharge its own responsibilities in relation to health, safety, and wellbeing.
Equality & Diversity	Promote and champion equality and diversity in all aspects of the role.
Learning & Development	Participate in and take responsibility of any learning and development required to carry out this role effectively.
Performance Management	Actively engage in the performance management process and take responsibility for managing performance outcomes.
GDPR	Ensure the reasonable and proportionate protection, processing, sharing, and storing of WMCA information in accordance with the relevant legislation, corporate policies, and in the best interests of the data subjects (Data Protection/GDPR), the WMCA, our partners, and the West Midlands, in all aspects of the role.
Adherence to Policies	Be aware of and comply with all organisation policies.
Other	There may be a requirement to work outside normal office hours on occasion, including a requirement to work within stakeholder and partner offices within the WMCA constituent area on a regular basis.

Values

Our culture is underpinned by what we do and how we do it. Our behaviours outline the ways we need to work to deliver success, become truly inclusive, and make the organisation somewhere where everyone can give their best contribution.

Value	Competency	Behaviour
Collaborative	Team Focussed	Works as part of team, managing and leading.
	Service Driven	Customer, resident, and partner focussed.
Driven	Empowered & Accountable	Takes ownership and leads when needed.
	Performance Focused	Ambitious and going the extra mile.
Inclusive	'One Organisation' Mindset	Believe in each other's expertise.
	Open & Honest	We do what we say we are going to do.
Innovative	Forward Thinking	Embrace change and open to new possibilities.
	Problem Solving	Go for clear and simple whenever possible.

Additional Post Requirements

Essential Car User		Politically Restricted Post		Disclosure and Barring Service (DBS)				Vetting	
Yes ☐	No ☒	Yes ☐	No ☒	Basic ☐	Standard ☐	Enhanced ☐	None ☒	Yes ☐	No ☐

Job Evaluation Details

Date Evaluation Agreed	JEP Reference	Grade	Job Family
		SP40-SP44	