

Role Profile Addendum

(to be completed for generic role profiles, mapped to multiple positions)

Please provide details specific to this position. While this information will not be used for job evaluation purposes, it will support processes such as recruitment and selection, salary supplements, performance management, and other relevant business processes.

Job Title:	Rights of Way Officer
Role Profile Ref:	GRO001
Role Profile Title:	Engineering/Transportation Technician II
Directorate:	Regeneration and Economy
Service area:	Growth and Infrastructure

Specific responsibilities associated with this position

- Maintain the definitive public rights of way map. Investigate and resolve map anomalies and claims of Public Rights of Way through research into historical, documentary and other evidence, ensuring the needs and rights of users and landowners are met, in accordance with the Wildlife and Countryside Act 1981 and other appropriate legislation.
- Investigate, and process when applicable, all applications for changes to the Rights of Way network under Highways Act 1980 and Town & Country Planning Act 1990.

- Support the development and efficient processing for the resolution of all Public Path Order applications and the circulation of Legal Event Orders and record and maintain the Register of Statutory Deposits (Highways Act 1980 (31[6])).
- Undertake additional duties resulting from changing and updated legislation particularly with regards to technical development of an electronic Definitive Map.
- Work on surveying under recorded areas to achieve and keep up to date a consolidated Definitive Map for Bournemouth, Christchurch and Poole.
- Support the development and maintenance of a Public Rights of Way improvement plan.
- Support the management of the Public Rights of Way Capital and Maintenance programmes assessing, identifying, prioritising and delivering an annual programme of works and improvements.
- Maintain an accurate, up to date and comprehensive knowledge of Public Rights of Way and Open Access legislation. Interpret the legislation to respond to enquiries and provide advice, ensuring good relationships are maintained and Bournemouth, Christchurch and Poole's best interests are served.
- Prepare reports and Orders in a prescribed format for Public Inquiries, Hearings, Magistrates' Court and Crown Court and legal process. Prepare witness statements as required and attend when necessary, ensuring the public's and Authority's needs are met.
- Undertake appropriate public consultations for informal evaluation of projects and also for formal legal proceedings where appropriate.
- Work with wider Council teams and external providers to develop and deliver projects.
- Ensure that information about project delivery is adequately communicated to the public working with the Council's Communication and Consultation teams as appropriate.

- Work with planners and developers on PROW diversions and amendments and seek to ensure rights of way are maintained or improved for future use by residents and visitors.
- Respond to all enquiries and communications relating to public rights of way and maintain the Councils website for this area.
- Undertake any other duties as required and commensurate with the nature of the post.

Specific person specification associated with this position

- Work towards membership of a professional body (For example the Institute of Public Rights of Way, IPROW) or equivalent experience with evidence of professional development and knowledge of best practice.
- Attendance on the IPROW Rights of Way Law and Practice training or willingness to attend as early as possible.
- Demonstrate relevant experience in Rights of Way issues and provide suitable solutions
- Demonstrate good practical and theoretical knowledge of the management of Rights of Way and appropriate legislation, processes and management of the network.

Job Requirements

Must be able to travel, using public or other forms of transport where they are viable and by holding a valid UK driving licence with access to own or pool car or bicycle.

Use this section to identify other requirements for this position.

- Standard DBS Check

For P&R use only:

Role Profile Addendum reference number:

Date saved: