

Assistant Director, Highways and Transport Operations

Growth, Environment and Transport





Welcome to Leicestershire County Council

Dear Candidate,

Leicestershire is a great county with great people and bold ambitions. No wonder it is expected to be one of the fastest growing areas of the country. To help us ensure this growth is delivered with the right supporting infrastructure and services, we are looking to appoint a new Assistant Director of Highways and Transport Operations.

As a key member of the Growth, Environment and Transport management team, you will report to myself as Director and work closely with Elected Members, officers from across the council, and external partners to deliver and drive forward our services.

You will have senior leadership experience in Highways or Transportation, with a track record of success in your field. Excellent communication skills are critical to this role as is building and maintaining trust with colleagues, partners and elected members.

You will be made to feel welcome and be well supported as a key member of the team and organisation. We are led by a strong set of corporate values with a clear vision and purpose and an ethos of investing in our people to ensure they perform at their absolute best.

This is an exciting time to join our successful team and if you share our ambition and passion, then I very much hope to hear from you.

We look forward to welcoming you to Leicestershire - it is a great place to live and work .



Positivity



Trust and respect



Flexibility



Openness and transparency



Ann Carruthers
Director of Growth,
Environment
and Transport



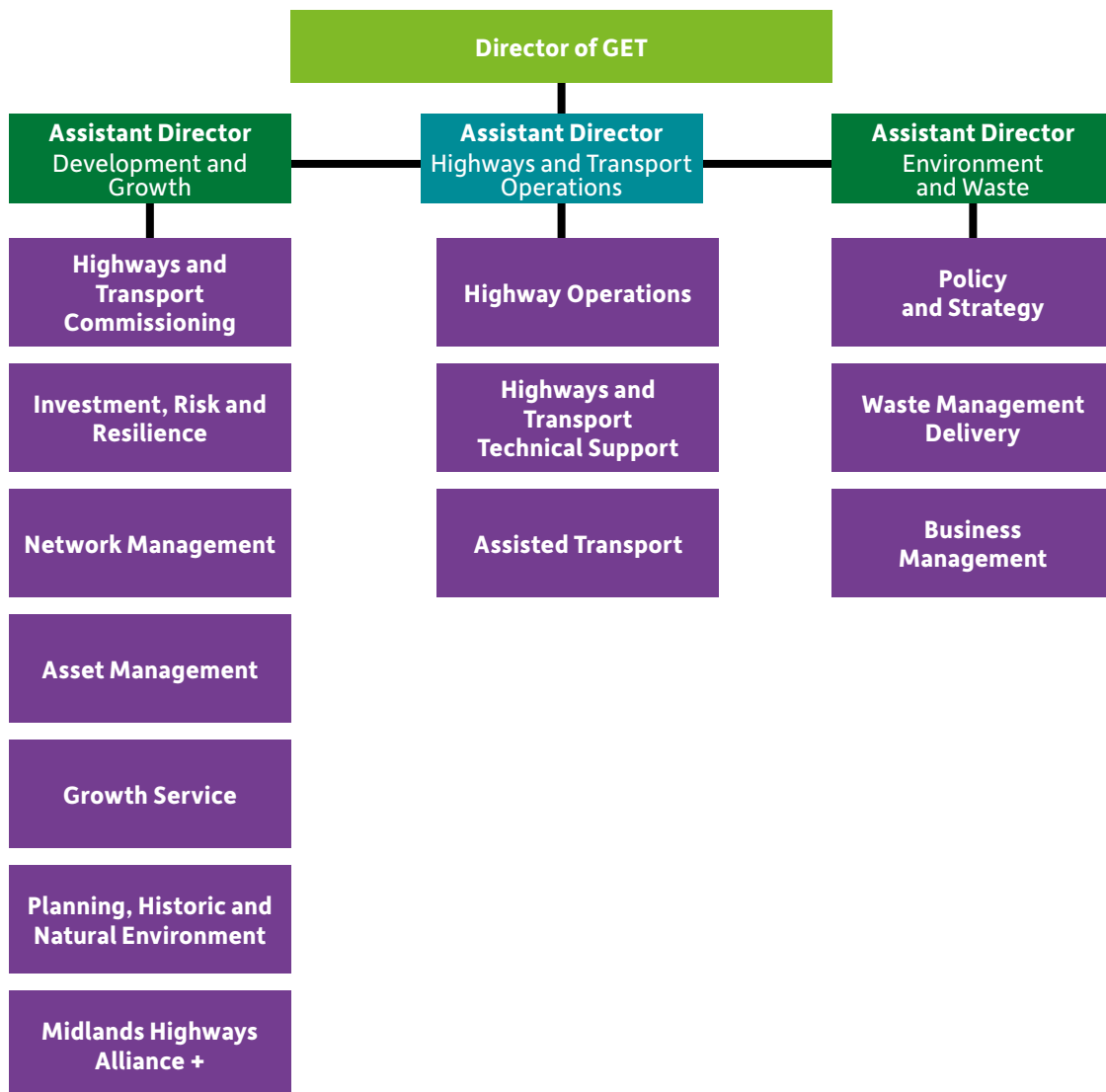
The role

Assistant Director of Highways and Transport Operations

An exciting opportunity has arisen to join Leicestershire County Council’s Growth, Environment and Transport department.

The Assistant Director Highways and Transport Operations is a key part of our small but high performing senior management team directing the effective use of our annual £120m revenue spend and 4 year capital programme of just over quarter of a billion pounds.

We are looking for an energetic, forward thinker who can drive ongoing productivity gains while inspiring a positive, inclusive and supportive culture across their teams.





The Highways and Transport Operations branch of the department is made up of three key services.

Highways Operations is the inhouse operational team for the Highways service. The highways team comprises a directly employed workforce and external suppliers to maintain the public highway network in Leicestershire. All aspects of highway maintenance, environmental and preventative maintenance, inspections and enforcement are carried out by this service. In addition, the Passenger Fleet team delivers our in-house transport service for SEN pupils and Adult Social Care passengers.

Highways and Transport Technical Support is our centre of excellence for design, transport and commercial activities, including: contract and tendering activity, effective purchasing and stores processes, bridges, structures and street lighting, network management as well as managing the council's vehicle fleet.

Assisted Transport is responsible for providing transport for eligible pupils, SEN and social care journeys. This includes being responsible for risk & eligibility assessments as well as ensuring that all transport provided through the Assisted Transport team considers sustainability and maximises active travel where possible.

Role, Purpose and Vision of the Growth, Environment and Transport Department





Key responsibilities

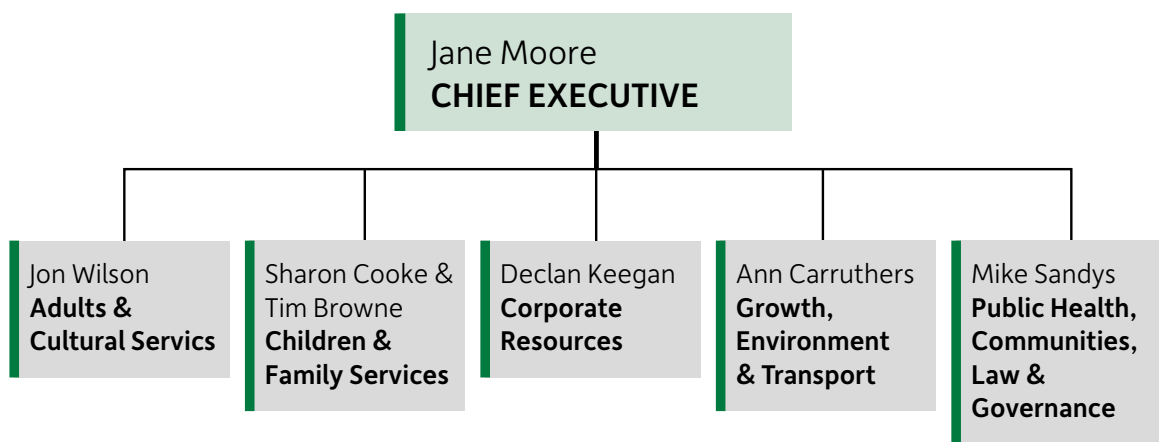
- To be accountable for the delivery, application and monitoring of home to school, SEN and Adult Social Care transport strategies and policies
- To be accountable for the delivery, application, monitoring and review of highway maintenance, environmental maintenance, highway control and improvement works.
- To be accountable for the delivery of professional standards within the development, design, construction, maintenance and supervision of major transport and highway schemes and programmes.
- To be accountable for the procurement, management and maintenance of the council's vehicle fleet and for compliance with and performance in relation to the Council's Operator's Licence.
- To be accountable for the development and control of commercial activities ensuring trading operations are operated within appropriate Council policy, national guidance and legislation.
- To be accountable for the organised co-ordination of countywide emergency situations, winter maintenance and adverse weather conditions, pertaining to both transport and highways.
- To be accountable for ensuring that all activity within the service complies with health and safety requirements, quality management policies and procedures, and standing orders pertaining to the work of the service
- To be accountable for setting a culture reflecting the council's values of positivity, trust and respect, flexibility and openness and transparency and building a diverse workforce where talent is nurtured and people can be themselves.

Experience and skills required

- Highways or transportation senior leadership experience in a large and complex organisation, with a track record of success in your field.
- The ability to communicate effectively and build and maintain the trust and confidence of colleagues, partners and elected Members.
- The ability to create a strong performance management culture which delivers sustainable, collective high performance.
- A clear strategic approach to complex problem solving
- Experience of implementing significant change programmes.
- The ability to lead and effectively manage a large, complex and diverse workload.
- A drive to continually improve productivity and apply commercial thinking to our operations
- Above all you will have the ability to inspire your colleagues to create a dynamic, collaborative, innovative and inclusive culture to deliver value and quality for Leicestershire.



Leicestershire County Council Structure Chart



Organisational Values



Positivity

We find the best way to get things done, and aspire to be the best we can. We deliver quality services and inspire others to deliver results.



Flexibility

We adapt to support the needs of the business. We work creatively, collaboratively and support our colleagues.



Trust and respect

We take ownership and accountability for our actions. We value diversity. We're inclusive and listen to the views of others.



Openness and transparency

We are honest with the people we work with and serve. We share information and communicate clearly.

Health and wellbeing of our staff

The wellbeing of our employees is a key priority for us as a healthy and resilient workforce is an engaged and productive one. Our employees are encouraged and enabled to make healthy lifestyle choices to improve their wellbeing both inside and outside of work.

If you decide to join us, the following are some of the ways we'll support your physical and mental wellbeing:

- flexible working arrangements (role dependent) including hybrid working, flexible start/finish times, term-time and part-time working
- access to a free confidential counselling service and mental health support
- wellbeing training including menopause awareness, managing stress, mental health first aid, personal resilience
- opportunities to attend wellbeing events such as mindfulness or join one of our many sports clubs
- free eye tests and flu vaccinations
- access to wellbeing related benefits such as discounts on gym membership and fitness equipment, a cycle to work scheme, and a health cash plan
- menopause support including the opportunity to join our menopause support group or attend one of our menopause cafés

Find out more about the [employee benefits](#) we offer and our work to become an [inclusive workplace](#).

Interested in Flexible Working?

We are open to discussions about flexible working, which may include part time working, job sharing, term-time working, flexible start and finish times, and hybrid working, depending on the requirements of the role and the service.





Employee benefits

We believe in valuing and rewarding our employees' hard work and commitment.

By working for Leicestershire County Council, you will be making a difference to the lives of the people and communities within Leicestershire.

We aim to provide our employees with a positive and supportive work environment that helps them to enjoy a work-life balance and to look after their wellbeing.

Finance and lifestyle

Excellent pension

If eligible, we'll automatically enrol you into the [Local Government Pension Scheme](#). The scheme is a [defined benefit pension](#) and includes:

- life cover (3 years' normal pay)
- a pension for your spouse/partner and children in the event of your death in service

You pay a percentage of your salary into the scheme and we contribute too. Each year, 1/49th of your pensionable pay is added to your pension account and at the end of the year the total amount is adjusted in line with changes in the cost of living.

Additional payments can be made directly from your salary to boost your income in retirement.

Employee discounts

Our employee benefits scheme gives you access to a variety of local and national offers and discounts on:

- food shopping
- days out
- travel
- eating out
- gym memberships
- health plans

- motoring (e.g. discounted breakdown cover, MOT / services)
- financial services

Cycle to work and car benefit salary sacrifice schemes

You can pay a fixed monthly amount which is deducted directly from your salary for a new car or a new bike and cycling accessories. Terms and conditions apply.

Annual leave

You will be entitled to 32 days annual leave per year, plus bank holidays. This will increase to 35 days after 5 years service.

Family friendly policies

We understand that being a parent / carer is an important responsibility. That's why we have a range of family friendly policies to support you. This includes:

- above statutory maternity, adoption, and paternity pay
- paid foster carer leave
- paid emergency dependent leave
- career breaks

Volunteering days

You will have the opportunity to spend up to two working days per year volunteering in your local community.



Be the Difference for Leicestershire

Leicestershire County Council is one of the best performing councils in the country. We've achieved several decades of high performance, with our success recognised by national Government, industry awards and our residents.

It's our people that drive the council's success. Their day-to-day effort, creativity, determination and commitment to the people of Leicestershire to help us achieve our aims.

We provide services to around 750,000 residents every day. This can range from supporting older people and children to running essential services such as waste disposal and road maintenance.

We work together with our communities and partner organisations to create a great place to live, to bring up a family, and build a business, supported by public services that offer good value for money.

We're proud of Leicestershire, and we think it has much to offer.

- It's centrally located, easily reached by road or rail, and only an hour from London by train.
- Leicester hosts the biggest Diwali celebrations outside India.
- There's stunning countryside right on our doorstep.
- Our universities are world class.
- We're home to pork pies, Stilton cheese and a battlefield where history was made.



If you think you share our values and have the skills we are looking for, please get in touch.

www.leicestershire.gov.uk/assistant-director

Closing date: 9th June 2026

Find us on:

