

Job Description

Transport Development Officer



Role Profile	Specialist – BCP Band K
Service/Team	Transport & Engineering, Transport, Transport Development Management
Reports to	Transport Development Team Leader
Responsible for	Transport Development Technicians
Number of posts	4 FTE
Post number	tbc
Career Grade	BCP Band I to K (Career Pathway applies)

My job improves the quality of life for the people of Bournemouth, Poole and Christchurch by ensuring that planning applications for new developments meet the transport related aspirations of the Council, to maintain highway safety and that they comply with the national and local policy, guidance and technical requirements and encourage sustainable travel.

Job Overview

To ensure that the interests of the highway authority are fully considered in relation to proposed developments and provide technical expertise, where required, to the planning and economic development teams and other Council services as required.

Key Responsibilities

- i. To deputise for the Transport Development Team Leader in connection with his/her key responsibilities.
- ii. To identify and analyse problems of highway safety, traffic congestion and the environment and recommend and prioritise appropriate sustainable and affordable solutions. This includes assessing detailed and complex Transport Assessments submitted by developers, identifying transport and safety impacts of such development, seeking to minimise risks to Highway Users, and ensuring that impacts are appropriately mitigated in accordance with National and Local Policies.
- iii. To prepare robust and evidenced appeal statements to justify the Highway Authority's justification for recommending refusal of planning applications on transportation, highways and safety grounds.
- iv. To meet and advise prospective developers, consultants and associated parties on transport matters prior to submission of a planning application.
- v. To represent the council at public meetings and informal hearings as required on behalf of the Head of Transport. This may include appearing as an expert witness at planning public inquiries, or to give evidence at Magistrates and Crown Court on behalf of the Highway Authority.
- vi. To represent the Highway Authority and provide technical advice to Members at relevant Council Committees including Planning Committee.
- vii. To present complex and technical transportation information and data and proposed solutions and mitigation measures in a manner that can be understood by both technical experts and lay people, so that "right and informed judgement" is made in determining planning applications.

This job description is not exhaustive and reflects the type and range of tasks, responsibilities and outcomes associated with this post.

- viii. To prepare the Highway Authority's response as Statutory Consultee to planning applications, prepare briefs for Transport Assessments and Travel Plans including technical support if required, and evaluate responses and recommend appropriate planning conditions.
- ix. To advise prospective developers of the requirements of the Council's transport strategy in terms of highways and transport infrastructure, sustainable travel and accessibility.
- x. To use appropriate legal mechanisms to secure necessary planning contributions to make development acceptable in transport terms in accordance with relevant legislation. This includes providing input into S106 and S278 Agreements to ensure that transportation impacts of development are satisfactorily mitigated.
- xi. To assist with the implementation of highway schemes resulting from Planning Permissions through Section 38 and Section 278 Agreements.
- xii. To prepare the Highway Authority's response to Heavy Goods Vehicle Licence Applications in accordance with the regulations and attend Inquiries as required.
- xiii. To carry out Road Safety Audits on road safety and transport schemes and new development proposals and assist in preparation of reports.
- xiv. To liaise with other team members, provide expert coaching others, in line with strategic objectives and to support their professional development.
- xv. To undertake such other duties as may be required from time to time commensurate with the level of the post.

To comply with all decisions, policies and Financial Regulations of the Council and any relevant statutory requirements, including Equal Opportunities legislation, the Health and Safety at Work Act, Freedom of Information and Data Protection Act.

Specific Qualifications and Experience

- i. Relevant degree (or equivalent experience).
- ii. Advanced relevant professional qualification – e.g. Chartered Engineer (CEng) of the Institution of Civil Engineers, or similar professional qualification from organisations such as CIHT, RTPI, CILT, or equivalent experience.
- iii. Extensive relevant work experience in a complex specialism, demonstrating practical and theoretical knowledge.
- iv. Provide complex and specialist advice on a range of significant or multi-disciplinary issues.
- v. Familiarity with Highway and Planning Law and procedures relating to traffic, transportation and development matters.
- vi. Ability to use GIS software.
- vii. Proven ability in communicating complex and detailed transportation subject matter to a variety of audiences, in a manner that can be easily understood, and using appropriate channels and methods.
- viii. Sound understanding of local government policies and operation.
- ix. Experience of the highways, traffic and transportation legal framework and its implementation in practice.
- x. An understanding of highway design, specification and construction.
- xi. Project management experience.
- xii. Knowledge of effective change and stakeholder management principles.

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Personal Qualities & Attributes

- i. Ability to work within a team in order to achieve excellent project outcomes.
- ii. Ability to contribute to a positive, inspiring and supportive working culture and to address any project performance issues within this working environment.
- iii. Able to communicate effectively, verbally and in writing, with colleagues, outside agencies and our customers.
- iv. Good communication, diplomacy and presentation skills.
- v. Good analytical and problem-solving skills and be able to make evidenced based decisions using proactive risk management, without the need to refer complex decisions to a manager.
- vi. Ability to work as part of a team or on own initiative.
- vii. Ability to work with conflicting priorities and deadlines to meet targets.
- viii. High level of resilience and calm under pressure.
- ix. Shape the strategic direction of own area by recommending and implementing change using information and data from customers.
- x. Lead or contribute to project work.
- xi. Plan and organise own workload in an environment of constant change and where there are competing demands that require a high level of mental dexterity.

Job Requirements

- i. Must be able to travel, using sustainable forms of transport as a first consideration (where they are viable), or alternatively by holding a valid UK driving licence with access to own or pool car.