**Job Description**

**Post Title Transport Policy Team Leader**

**Role Profile** - Leadership – BCP Band M

**Service/Team** - Growth & Infrastructure, Transportation, Sustainable Transport Policy

**Reports to** - Sustainable Transport Policy Manager

**Responsible for** - 5 plus consultants and contractors as required

**Number of posts** - 1

**Post number** -

**Career Grade** -

**My job improves the quality of life for the people of Bournemouth Christchurch and Poole by** ensuring that the Council has up to date strategic and local Transport Policy based on sound data; by providing relevant advice and information to the Council’s senior leadership team to inform strategic transport decision making.

**Job Overview**

To lead the development and delivery of BCP Council transport strategy and policy both locally and regionally including the collection and analysis of transport data and forecasting. Creating supporting reports and documents to ensure that transport policy and performance management activities are developed, co-ordinated and delivered efficiently and effectively and integrate with the Council’s wider corporate objectives and are in accord with national policy. To manage the preparation of business cases and resourcing of teams to develop proposals from feasibility to delivery stage including the securing of funding.

**Key Responsibilities**

* Ensure that the pan-Dorset Local Transport Plan (LTP) in partnership with Dorset Council officers is up to date including any relevant sub-sections.
* Lead on the input of transport policy input to local and sub-regional development plans, in particular the transport content of the BCP Local Plan and Local Development Plan.
* Develop and ensure BCP policy related delivery plans are up to date including the Local Cycling and Walking Infrastructure Plan (LCWIP); Alternative Fuels Strategy and Electric Vehicle Charging Point Strategy.
* To be the lead transport officer contributing to the transport content of the Local Plan including acting as expert witness at the Local Plan Examination in Public and planning inquiries.
* To represent BCP Council on the SE Dorset Transport Model Steering Group.
* Identify sustainable transport solutions to support the delivery of LTP objectives; development arising through the BCP Local Plan and the BCP Council Corporate Strategy.
* To be the lead transport officer representing BCP Council at the Western Gateway Sub National Transport Body (STB) providing support and advice for elected Members as required and to input into the regional transport strategy.
* To lead and coordinate the relevant Strategic Corridor Partnership Group on behalf of the Western Gateway STB to inform the emerging regional transport plan.
* To oversee the development and implementation of the South East Dorset Urban Mobility Strategy (SEDUMS) in partnership with the Dorset Local Enterprise Partnership (DLEP).
* To provide BCP Council representation on strategic rail workstreams including the Dorset Connectivity Continuous Modular Strategic Planning (CMSP); implementation of Western Gateway Rail Strategy; coordinate the Dorset Rail Working Group.
* To provide technical support and advice to the BCP area local bus Enhanced Partnership.
* Undertake the implementation of appropriate project management, monitoring and reporting arrangements in line with approved methodology and in line with Authority’s financial requirements.
* End to end project management including transport studies in partnership with others including external consultants.
* To develop funding bids and business cases to relevant government departments and agencies.
* To manage and coordinate resource within the team comprising Transport Planners and Technical Highways Data Collection officers.
* To manage the collection and collation of traffic and transport data; analyse data to inform strategy development and reporting including KPIs in accordance with statutory, national and local requirements.
* To act as main transport point of contact in respect of air quality and noise monitoring with the Department for Environment, Food and Rural Affairs (DEFRA).
* To provide Councillors with specialist and complex advice on transport planning matters and present Committee Reports.
* Manage and provide open and transparent leadership and coaching to the Transport Policy Team with a range of policy areas of work, understanding the importance of diverse talent during recruitment and developing team members to achieve their best performance in achieving the strategic aims of the council through creativity and innovation.
* To be accountable for the delivery and performance of the service against current and future objectives.
* To oversee a large number of projects to ensure each project has clear purpose, scope, outcomes and communication, and is managed and delivered to time and budget.

**Specific Qualifications and Experience**

* Relevant degree (or equivalent experience).
* Advanced relevant professional qualification – e.g. Chartered Membership of Institute of Logistics and Transport (CMILT), Chartered Institute of Highways and Transportation (MCIHT) (or equivalent experience) with clearly evidenced continuous professional development and understanding of industry best practice and broader commercial awareness.
* Deep, specialist knowledge and skills across a range of sectors/service areas (including legal and regulatory requirements and the risks of non-compliance) gained through extensive experience in several complex and demanding roles, including broader commercial awareness.
* Make evidence based and outcome focussed decisions using proactive risk management to ensure the quality of the service is maintained.
* Knowledge of effective change and stakeholder management principles.
* Significant expertise in several specialist areas enabling complex work.

**Personal Qualities & Attributes**

* Provide key contribution to the strategic direction of the service by helping influence and develop strategic business plans, policy and procedure using information and data from customers.
* Show commitment to test new ideas that may be outside own area of specialism, with a view to improving service delivery and creating new commercial opportunities.
* Develop effective and lasting solutions to problems which align with the council values and where there are a range of options and the information is unclear or conflicting.
* Role model enthusiasm and commitment to delivering to delivering high quality services to meet the diverse needs of customers.
* The ability to effectively delegate projects and tasks to team members.
* Good negotiating skills with the ability to build and present a case, influencing and engaging with stakeholders who may have differing opinions.
* Ability to lead, plan and organise the activities of others, considering both short and long term implications to ensure strategic direction is supported.
* Ability to manage budgets, resources and funding effectively and flexibly within the context of Local Government and the future plans of the council as well as seek opportunities for income generation.

**Job Requirements**

* Member of a professional body.
* 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.