



London Borough of Hounslow

Role profile

Job Title: Principal Strategic Transport Planner

Post Number: 207430 Grade: PO6

Directorate: Environment Culture and Customer Services

Service: Transport Planning & Road Safety

Reports to: Head of Transport Planning & Road Safety

PURPOSE OF ROLE:

You will lead on the development, implementation and monitoring of the Council's Transport Strategy, to ensure it is in accordance with the Mayor's Transport Strategy, and to ensure it is embedded in all council policies and strategies. You will be responsible for managing the council's active travel programme and work with partners to deliver major transport projects. You will work with TfL and the GLA to ensure the strategy is in accordance with the Mayor's Transport Strategy and be responsible for monitoring financial spend received from TfL.

You will line manage directly

1 x Transport Projects Officer, 1 x Graduate Transport Planner

KEY ACCOUNTABILITIES

You will be responsible for managing a team to develop, implement and monitor the council's Transport Strategy, as required by the Head of Service. You will work with internal and external partners to ensure the strategy is at the heart of all we do and is embedded in all our strategies and policies.

You will lead on the development, delivery, and monitoring of major strategic and local transport initiatives, policies and projects as required by the Head of Service, including submitting funding bids; working pro-actively and co-operatively with internal and external partners, including local councillors and communities, to deliver these projects and ensuring they are embedded in all council policies and strategies.

You will lead on delivery of the council's school and business travel planning programme, working closely with schools, businesses and other teams within the council to promote

active and sustainable travel, supporting the council's Transport Strategy, Air Quality Action Plan and other strategies and objectives.

You will specifically ensure the council fulfils all duties required under the GLA Act (1999) in the further development, monitoring and implementation of the Local Implementation Plan for Transport (2019-2041). You will liaise as necessary with TfL and GLA to ensure all duties, including monitoring and reporting on financial spend, are discharged competently and in a timely manner and be responsible for reporting and monitoring spend across the TfL funded programme, estimated to be c£3-4m.

You will pro-actively promote active and sustainable travel, devising and managing projects, campaigns and programmes to deliver the aims of the Council's Transport Strategy and Mayor's Transport Strategy; working closely with colleagues across the council to put together funding bids to support these projects.

You will lead in preparing advice to senior managers and Councillors relating to matters within the team's remit; prepare reports, correspondence and handling telephone enquiries for the team; and prepare reports for CLT, Area Forums, Cabinet and Council as appropriate.

You will lead on the commissioning, supervision and quality control of consultancy and research work, e.g. public consultation, technical/engineering consultancy on a scheme specific basis.

You will actively develop effective partnerships with internal departments, notably Development Management, Planning Policy, Public Health, Green Recovery, & Environment, and external bodies such as TfL, GLA etc in order to ensure the objectives of the team are progressed. To represent the team and the Council as necessary at meetings of external bodies such as the GLA, TfL, LGA etc, and to undertake site visits as necessary.

You will maintain a good overall understanding of transport policy developments and to seek and exploit opportunities for continuing professional development.

You will assist in project management, scheme monitoring and budget control matters as required in relation to the remit of the post, managing the effective implementation of transport projects and programmes that fall within the team's remit, in conjunction with the team's senior management.

You will be responsible for direct budget management as devolved by the Head of Service, estimated to be c£500,000 - £1m.

These are the values that drive us:

Lead with heart

We're here for the people of Hounslow. We work together with them and for them with care and compassion, with patience and in partnership. We put ourselves in other's shoes, remembering that every person is different, and every interaction is a real moment in their lives. We always feel first.

Do new

We need to do things differently if we're going to help Hounslow people thrive in the future. Hard work is important but it's not enough on its own. We need to challenge ourselves to break new ground, invent new approaches, try new ideas keep moving forward and keep improving. That means being ready to stop doing things we've done before. It means taking on risk and backing each other when we take a leap.

Pass on the power

The world keeps on changing and we need to change with it. We won't be able to adapt fast enough to the future needs of our residents if we stick to old fashioned command and control. We need to hand over responsibility and give people more power to make decisions and take action themselves. It's about being transparent and straightforward. It's about providing tools and support. But most of all, it's about being ready to trust each other to do the right thing.

Harness the mix

We work together, across disciplines and roles. We talk lots, share our insights, our skills and experience. We're not interested in siloes or defensiveness. We're always open to different approaches, we're flexible and ready to adapt. We break down the barriers between our parts and people to unlock the problem-solving power of our amazing mix of minds.

Be a rock

There's lots to do and people need us. It's up to us to take the initiative. To take responsibility. To stand up and be counted. Everyday. It's about being super focused, effective and efficient. It's about allocating our resources smartly and with good rationale – using data to help guide our decisions. But most of all, it's about having the strength and determination to keep on going through thick and thin.

The top 5 things about you that are most important:

You have comprehensive knowledge and experience of the principles of transport planning including strategic transport projects, active travel, and school and business travel planning, preferably within the London context, as well as an understanding of the principles of engineering, traffic management and/or development management. In

particular you understand the context of transport planning in London boroughs and internal/departmental relationships, external relationships with TfL, GLA or other funders and strategic bodies, and the principal responsibilities of local government in relation to transport.

You have experience of working in at least one of the team's areas of responsibility and have an excellent understanding of the others. In particular, you will have experience of working within a scheme monitoring or management programme (e.g. TfL LIP) or equivalent and have an understanding of external funding and how to prepare bid documentation for TfL funding.

You have experience of managing and leading projects, clearly defining objectives and deliverable outcomes including monitoring budgets and/or expenditure. You can produce and analyse complex data when developing arguments, are able to use this in presentations to a wide range of audiences and have a knowledge of public consultation requirements and market research methodology.

You have proven experience of managing staff and consultants and of managing budgets, working as a team to deliver high quality results, ensure timescales are met on time and within budget demonstrating resilience to pressure and maintaining professionalism; you are able to establish clear targets and plans and co-ordinate resources to meet these; you work positively with colleagues in the team and across the organisation to ensure consistent good practice.

You are able to negotiate effectively, preparing and applying sound and persuasive arguments to secure positive outcomes from negotiations and have proven experience of this. You are able to convey messages effectively, using IT where appropriate to create a positive impact on the listeners(s); produce clear, succinct and well-structured written work; reflect on information and are then able to take decisive and effective action.

Qualifications:

Educated to Masters level in Transport Planning or equivalent, you will ideally hold a relevant professional qualification from a relevant discipline.