

JOB DESCRIPTION

Job title:	Head of Transport
Managed by:	Director of Infrastructure
Grade:	Head of Service

Background

The West of England is one of the UK's most prosperous regions with an economy worth over £31 billion a year. A net contributor to the national purse, with a population of over 1 million and over 43,000 businesses, our region competes on a global scale.

In 2016, three of the councils in the West of England signed a devolution deal worth £1 billion. As a result significant powers and funding have been transferred to the region through the new West of England Combined Authority and West of England Mayor.

Economic growth that benefits every resident is at the core of the vision for the West of England. We want local people to benefit from more job opportunities, a stronger economy and a high quality of life.

Purpose of the job

Lead the Transport Team of the West of England Combined Authority in delivering its Transport Vision through the Joint Local Transport Plan, Bus Strategy and Key Route Network.

To manage the West of England Combined Authority's Integrated Transport Authority statutory functions for concessionary travel, bus information, community transport and supported bus services.

Provide management for and coordinate the West of England's major transport scheme programme.

To provide strategic transport advice to the Mayor and the constituent councils and be the Combined Authority's transport voice.

Key responsibilities

- Manage the Transport Team of the West of England Combined Authority.
- Manage and lead on the strategic transport functions of the West of England Combined Authority including the Joint Local Transport Plan, Bus Strategy, Key Route Network and Major Transport Scheme programme and other transport projects and initiatives that arise.
- Manage the West of England Combined Authority's Integrated Transport Authority functions for concessionary travel, bus information, community transport and supported bus services, clean air zones and transitional arrangements with the constituent councils
- Monitor and manage spend from the West of England Combined Authority's transport budgets.
- Lead and co-ordinate the development, adoption and enactment of transport policies and schemes that assist the West of England Combined Authority in making best use of its capital and revenue resources including the West of England Investment Fund.
- Develop the future role of the West of England Combined Authority in taking on responsibility for new transport powers and functions.
- Provide strategic transport advice to the Mayor and the constituent councils on transport and planning functions.
- Provide a lead role in joint working with the constituent councils on developing and delivering transport schemes including leading on bids to Government and other agencies to maximise investment in the area.
- Promote the role of the West of England Combined Authority as a transport authority.
- Engage with a range of stakeholders including Network Rail, Highways England, bus and rail operators.

PERSON SPECIFICATION

Essential (must have)

Qualifications and Knowledge

- Degree level or equivalent standard of general education
- Extensive understanding of transport and highways legislation, regulations, national policies and professional best practice.
- Significant knowledge of Public Sector Funding sources, finance procedures and budget management.
- Detailed comprehension of contemporary transport planning and transportation policy issues.
- Comprehensive understanding of transport service and scheme delivery processes.

Experience

- Recent experience and proven achievement at senior management level within a Transport function or an organisation of comparable scope and complexity.
- Extensive experience and a proven track record in the formulation and delivery of strategies and policies in a Local Authority or public sector organisation of comparable scope and complexity.
- Comprehensive experience of financial and resource management within a comparable organisation
- A successful track record of engaging effectively with others at a senior level and building productive partnerships with key stakeholders.

Skills and Competencies

- Excellent written and verbal communication and presentational skills.
- Strong organisational, time management and prioritisation skills.
- Logical and analytical approach to decision making and problem solving.
- Proven ability to manage priorities and deliver results on time.
- Has a personality, conduct and credibility which engages and earns the confidence of colleagues, the Mayor, Members from the constituent councils and other stakeholders.
- Proven ability to provide visible and supportive leadership, empowering, motivating, developing and enabling staff.
- Proven ability to work with colleagues from the constituent councils on developing and delivering transport schemes and policies.
- Ability to independently propose, develop and implement strategies and plans to deliver the West of England Combined Authority's objectives.

Desirable

- Experience of working in a political environment.
- Understanding of local, regional, national and international environment relevant to the post.
- Post graduate degree or membership of relevant professional body.