

Kent County Council

Job Description: *Principal Transport Planner*

Directorate: Growth Environment and Transport

Unit/Section: Highways and Transportation / Major Capital Programme Team / Transport Strategy

Grade: KSI

Responsible to: Transport Strategy Manager

Purpose of the Job:

Support the Transport Strategy Manager in delivering the statutory Local Transport Plan (LTP) for Kent and support the potential development of a new LTP aligned with a new Spatial Development Strategy in the context of the newly emerging local government geography in Kent and Medway. The post holder will also be responsible for project development and delivery; and responses to strategic transport proposals. A proven project manager, you will support the Transport Strategy Manager in turning Kent's transport priorities into reality.

Main duties and responsibilities:

1. Provide professional input to the delivery of the Local Transport Plan and prepare well informed and timely briefings/reports for elected Members, senior management and committee meetings.
2. Provide project management expertise to deliver key projects identified in the Local Transport Plan.
3. Coordinate Kent County Council's input to National Highways in the development and delivery of the new Lower Thames Crossing. This may include review and comment on technical material, preparation of written responses, meeting with internal and external stakeholders etc.
4. Prepare commissions and manage consultants in delivering projects to agreed timescales and cost.
5. Support other members of the team with key priorities, including the potential preparation of a new Local Transport Plan working with colleagues in strategic planning and economic development.
6. Provide support with the coordination and development of business cases for transport schemes, including commissioning economic appraisal and feasibility design, to support infrastructure funding bids.

7. Respond to consultations on transport matters on behalf of the County Council, such as from the Department for Transport, Select Committee Inquiries, Transport for the South East etc.
8. Establish good relationships with key partners within Kent County Council and externally such as the Department for Transport, National Highways, Network Rail, the Kent and Medway Economic Partnership, Transport for the South East, neighbouring authorities, the district/borough councils in Kent and Medway Council, to aid the development of the Local Transport Plan and delivery of priority schemes and initiatives.
9. Undertake wider, more complex, research work on the delivery of transport projects as required by the Transport Strategy Manager to ensure management decisions are well informed.
10. Represent the Division and the Transport Strategy Manager at internal working groups, county and regional meetings and partnerships to ensure the opinions of the County Council are represented.
11. Maintain awareness of changes to policy, legislation and of government initiatives and keep team members and colleagues informed of such changes to ensure their impact is considered in decisions across the functions of the Directorate.
12. Ensure health and safety is a key consideration in all project management.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	DESIRABLE
QUALIFICATIONS* <i>(if essential)</i> *or equivalent in experience	<ul style="list-style-type: none">• NVQ level 5 or equivalent in a related discipline*.• Membership of relevant professional institute*.
EXPERIENCE	<ul style="list-style-type: none">• Experience of undertaking complex research and project work and dealing with high level complicated information.• Proven experience of project and budget management.• Experience of major scheme business case (or equivalent) development.• Experience of economic appraisal techniques in relation to transport projects.• Experience of transport modelling processes.• Excellent track record in partnership working leading to successful project delivery.• Proven experience of working closely with Sub-National Transport Bodies or similar partnerships.• Proven track record of transport strategy, policy development and implementation.• Experience of responding to government consultations and formulating responses in line with policy and to ensure the best outcomes.

<p>SKILLS AND ABILITIES</p>	<ul style="list-style-type: none"> • Excellent written, IT and communications skills including presentation skills. • Ability to derive innovative approaches and produce creative solutions to key challenges. • Competence in project management. • Political awareness. • Good organisational ability. • Able to build effective relationships at elected Member and senior officer level. • Confidence and personal presence sufficient to represent the County Council at internal working groups, county and sub-national meetings and partnerships to ensure the opinions of the County Council are represented. • Ability to negotiate confidently on behalf of the County Council and influence external partners.
<p>KNOWLEDGE</p>	<ul style="list-style-type: none"> • Knowledge of transport strategy, policy, planning and development matters. • Good knowledge of current and emerging funding opportunities for major transport infrastructure. • Knowledge of transport business case development, transport modelling and economic appraisal techniques. • Good understanding of current and emerging legislation and national initiatives. • A good knowledge and understanding of the project management role.
<p>KENT VALUES AND CULTURAL ATTRIBUTES</p>	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile</p> <p>Curious - constantly learning and evolving</p> <p>Compassionate and Inclusive - compassionate, understanding and respectful to all</p> <p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p>