

Job description and specification

Job Title: HEAD OF STRATEGIC TRANSPORT

Service: Highways and Infrastructure

Grade: SMG

Reports to: Director of Highways and Infrastructure

Location: Sandbach

Your job

To provide strategic leadership and management relating to transport strategy for the Council relating to road, rail and public transport in the Borough and Region.

To provide effective commissioning and contract management of public and community transport in the Borough and oversee the effective delivery of the Council's Car Parking Strategy and management arrangements.

In this job you will

- Lead the development and implementation of an effective Local Transport Plan which supports the delivery of the Council's Corporate Objectives and major strategies e.g. Medium Term Financial Strategy, Local Plan, Air Quality Strategy and Public Health Strategy, School Walking Routes.
- Lead the development and management of a long term investment strategy for the entire transport network in the Borough (road, rail and public transport).
- Develop and deliver effective strategies including those relating to Rail, Public Transport, Community Transport, Cycling and Public Health that are used to inform both Borough and National priorities for investment in transport.
- Ensure that the Council has an up to date Transport Strategy and all relevant policies in place to enable the Council to meet its statutory requirements.
- Act as the Lead officer for the Council in its national and sub-regional partnerships and bodies in relation to transport strategy e.g. Transport for the North (ensuring the Council has strategic influence on this national and sub-national bodies).
- Develop and implement an effective Car Parking Strategy which supports the delivery of the Council's Corporate Objectives.
- Ensure that effective commissioning and contract management arrangements are in place for the delivery of community and public transport services in the Borough in compliance with the Council's rules and procedures.
- Provide the Borough with an effective car parking management service.
- Ensure that all the services delivered by the division meet the statutory requirements of the Council.
- Ensure the service meets its budget targets and manages its finances in line with the Council's rules and procedures.

- Ensure that effective performance management arrangements are embedded throughout all services.
- Ensure that effective consultation, communication and engagement processes are established and managed for the service.
- Ensure that effective project and programme management arrangements are embedded for any project/programme allocated to the division to facilitate their successful and timely delivery.

Responsibilities of Management Level

As a responsible manager within the Authority:

- Ensure that services are delivered efficiently, effectively and within budget
- Provide strong, creative and resourceful team management.
- Ensure consistently high levels of customer satisfaction, including designing and putting in place an effective framework to capture measure and report on this on a regular basis.
- Support, encourage and enable collaborative multi agency working, in partnership with a wide range of other service providers, to deliver outcomes for local people efficiently and effectively.
- Create, foster and maintain a safe and healthy working environment, which encourages commerciality, creative thinking, innovative practice and acceptable well managed risk taking by all staff, and which seeks actively to provide added 'public value' from limited resources.
- Manage all aspects of the team and individual staff performances including use of resources against agreed shared and personal targets.
- Work closely with elected Members at local level, to support them in undertaking their Community Leadership role effectively and confidently.
- Take responsibility for, and be directly accountable for the performance and use of resources, of a range of defined related functions and activities, as the main (but not exclusive) area of focus of the role
- Contribute actively to the effective functioning of a network with peers, for mutual development and support, to derive shared solutions to service delivery.
- Articulate and champion the Council's operating model and principles, driving efficiency and continuous improvement.

From time to time you may be asked to undertake work as may be determined by the Executive Director of Corporate Services. This will be up to or at a level that is consistent with your job role. This supports our joint commitment in our employee deal to work together as one team and one council to deliver the best service for our customers and communities.

In this job you will need

You must be able to demonstrate the following essential requirements:

Experience

- Substantial experience of successful leadership within a large and complex organisation.
- Experience of representing the council at the regional and national level and of influencing policy and investment decisions at this level
- Experience of managing large cross cutting projects and programmes.
- Ability to negotiate, persuade, influence, build partnerships at local, regional and national levels
- Proven experience of leading cross organisational/functional teams and across boundaries with other agencies, partners, voluntary sector and other public sector organisations.

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- Ability to demonstrate experience of working effectively within a high pressure environment, providing clear and balanced advice on financial and resource issues that achieve corporate and service objectives.
- Proven track record in building strong relationships with elected Members and supporting them in their role as Community Leaders as well as evidence of effective and meaningful large scale engagement and consultation with a wide range of stakeholders and community groups.
- Ability to demonstrate a track record of innovation, adding value to services through supporting and advising on wide ranging transformational programmes including additional revenue streams and alternative methods of delivery to achieve more cost effective and valued services.

Delivers lasting results

- Ability to take a broad and long term strategic view to support the creation of and articulate the longer term vision, strategies and priorities.
- Ability to develop and embed a performance culture, establishing clear priorities and objectives which achieve positive and sustainable outcomes.
- Ability to articulate, champion and deliver new operating models and principles to develop the business acumen of the Council and drive forward cultural change towards this commercial end.

Responds to customers

- Ability to effectively engage with residents and other stakeholders in order to increase participation and involvement and build strong and resilient communities.
- Commitment to quality, cost effective public services and inspires all staff to take a customer focussed and value for money approach towards everything they do.

Drives improvement

- Lead by example promoting cross organisational team working and across boundaries with other organisations and is visible in doing so, providing staff with a compelling vision, common purpose and clear sense of direction.
- Seek new ways to reduce the cost of services to taxpayers and improve their overall value for money through innovative service re-design, process improvements, and alternative methods of service delivery that are commercially driven.
- Seek out fresh insights and intelligence from diverse sources to develop imaginative and innovative solutions. Takes informed risks and moves into uncharted territory while taking accountability for success and failure.

Works with others

- Exceptional leadership skills and ability to engage, empower, motivate and develop staff and create a high performance organisational culture.
- Ability to operate effectively within the democratic process, with the political acumen and interpersonal skills to develop productive working relationships with Elected Members and Officers that build respect, trust and confidence.
- Be tenacious and resilient, able to work successfully in a high pressure, political environment under public scrutiny and manage competing demands and priorities.

Builds trust and respect

- Be committed to local democracy, community and stakeholder involvement in local decision making.
- Highly developed networking, advocacy and communication skills with the ability to persuade, influence and form sustainable partnerships, and fulfil an ambassadorial role for the Council.
- Ability to develop the personal credibility, probity and integrity to influence and direct the work of others, and to inspire loyalty.

Grows capability

- Focus on the strategic development of current and future capabilities required to take

the organisation forward.

- Maintain “state of the art” level of knowledge in own area and uses this to develop improvements/transform ways of working. Is committed to learning and development of
- Lead and initiates a feedback culture in which regular, constructive and honest feedback is valued, given and sought from a variety of sources.

Qualifications / Experience/Knowledge Required

- Post Graduate Qualification in relevant area e.g. Engineering, Transport Planning
- Highly developed commercial skills
- Extensive programme management skills.
- Knowledge and experience of designing and implementing major infrastructure and transport projects and programmes.
- Experience of managing a range of consultants across multi-disciplines.
- Thorough understanding of local and national planning, highway, environmental legislation relating to the delivery of transport in the Borough.

Our culture

For us, it is not just about our achievements as an organisation, but about how we do it. At Cheshire East Council we are working for a brighter future together –

- **We have a shared purpose**
- **We are supported and well led**
- **We are treated fairly and highly valued**
- **We succeed together**

This is all underpinned in our employee deal and everyone is expected to uphold their commitments by living by our values and demonstrating our behaviours.

Our values

Flexibility: adaptable, open to learning and resilient

Innovation: creative, challenges convention and always looks to improve

Responsibility: delivers on promises, efficient and has integrity

Service: listens, delivers quality, is reliable and enables others

Teamwork: respectful, inclusive and contributes at all levels

Your COMMITMENT

Shared purpose

- Bring a positive and can do attitude into work
- Be proactive and always responsive to our customers and communities
- Work responsibly and ask for help if you need it
- Tell us if you see or experience anything that is inappropriate or wrong

Well led

- Be honest and reliable
- Get involved, keep informed, make suggestions and share your ideas
- Embrace technology and new ways of working

Valued people

- Participate fully and make helpful contributions to team meetings
- Be respectful of others and work flexibly and collaboratively with colleagues and partners
- Care for your health and well-being enabling you to maximise your attendance at work
- Value helpful constructive feedback and act upon it

Succeeding together

- Take the opportunity to learn and develop
- Be supportive and appreciate others
- Work together as one team and one council to deliver the best service for our customers and communities

Our COMMITMENT

Shared purpose

- Provide a safe and positive working environment
- Setting clear performance objectives with realistic timescales for delivery
- Having fair and efficient policies and procedures in place and applying them consistently
- Listen, respond and act appropriately when you tell us about something that is inappropriate or wrong

Well led

- Provide honest, respectful and responsible leadership
- Be fair, consistent and timely in our decision making
- Work with you, enabling you to do your best work every day with the right resources, tools and technology

Valued people

- Have regular, useful team meetings, keep you informed and provide an opportunity for everyone to share their views
- Treat you as individuals, be respectful, flexible and supportive
- Care for your health and well-being
- Provide you with regular, meaningful and constructive feedback on your performance through one-to-ones and performance review meetings

Succeeding together

- Offer you opportunities for learning and developing
- Recognise and value your hard work and contribution
- Work together as one team and one council to deliver the best service for our customers and communities

Working for a brighter future together

