

ROLE PROFILE

Job Title:	Head of Transport Investment	Job Code:	<i>To be added by HR</i>
Directorate:	Place	Version:	3.0
Reports to:	Director of Transport	Date Created:	03/07/24
No. of direct reports:	Initially 2	Grade:	Reference: 19 Grade G
No. of employees:	Initially 6	Budget:	

JOB PURPOSE

The main aim of the Head of Transport Investment role is to ensure the effective and efficient allocation of transport funding and oversee the delivery of transport schemes across the Combined County Authority (CCA) area, while also maintaining strong relationships with funding bodies and providing necessary assurance to stakeholders, including the government. The key responsibility of the role is to establish and maintain an assurance framework to ensure the efficient and value-driven delivery of transport schemes funded through the CCA.

The postholder will work closely with the Director of Transport, the Head of Transport Strategy and other internal stakeholders in relation to these key areas of responsibility.

EMCCA's overall work programme is evolving, ambitious and focused on the future to deliver tangible, sustainable, lasting and systemic change for our communities within a robust governance framework.

OUR VALUES

We have proactively become a values-based organisation from the outset. In conjunction with our operational ethos emphasizing the importance of people, processes, and outcomes, we embrace continual improvement, and are guided by four core values supported by a behaviour framework:

We Lift Our Region | We Work Together | We Make an Impact | We Are Human

These values shape our culture, influence expected conduct, how we work and interact with each other and our stakeholders, fostering positivity, and supporting the achievement of our goals and progress together.

ORGANISATIONAL LANDSCAPE

Our Mission

We will be driven by our mission to ensure long-term systemic impact. Created by and for the benefit of our people, businesses, and places in the East Midlands area.

Our Vision

We will make our region more prosperous, sustainable, and fairer, helping our people and businesses to create and seize opportunities.

We are built on a foundation of systems leadership and partnership working.

MAIN DUTIES AND RESPONSIBILITIES

Role specific

- Responsible for managing the devolved and consolidated Integrated Transport and Highways Maintenance Block funding.
- Lead and manage the development of an ambitious and compelling transport investment programme for the region.
- Manage the efficient and value-driven delivery of the CCA's transport schemes funded by the allocated resources.
- Lead and deliver business cases for investment projects, offering insights into areas of weakness and gaps that require attention.
- Build and maintain effective partnerships to support the expansion of delivery capacity and capability.
- Establish productive and strategic relationships with government and other funding bodies to secure additional resources and advance the objectives of the CCA.
- Provide appropriate assurance to the government regarding the expenditure of transport funding through collaboration with local senior officers within the constituent councils.
- Lead regular investment progress meetings with senior members of the CCA's Transport team, facilitating region-wide discussions and decision-making sessions.
- Provide training to colleagues in relevant finance and funding expertise essential for the Transport team's operations and strategy.
- Support the CCA's decarbonization strategy and Net-Zero plan by identifying and pursuing new investment opportunities.
- Coordinate investment efforts in local electric vehicle infrastructure to support the region's transition towards sustainable transportation.
- Monitor emerging funding opportunities for the region and advocate with government bodies like the Department for Transport (DfT) and HM Treasury to tailor guidance for funding bids that align with the transport needs of the CCA.
- Oversee the development of a suite of user-friendly and technical finance/funding documents to facilitate the bidding process, focusing on pricing and cost of delivery perspectives.

Other key responsibilities

Corporate

- Oversee compliance with corporate governance standards and regulatory requirements in all funding allocation and assurance processes.
- Support risk management effort associated with funding allocation, budget management, and project delivery to safeguard the financial interests of the CCA.
- Provide regular updates and reports to senior management, the EMCCA Board, and other relevant stakeholders on funding allocation, project progress, budget utilization, and achievement of strategic objectives.
- Promote partnership working across and beyond the organisation and demonstrate its values and behaviours at all times.
- Build strategic partnerships with stakeholders including Network Rail, National Highways, bus and rail operators, and national/regional bodies.
- Ensure delivery of quality, consistent, compliant and value for money services.

Leadership

- Provide a clear vision and direction for the team, aligning investment goals and objectives with the broader strategic vision of the CCA.
- Create a positive and supportive learning and working environment through delegation, mentoring, and coaching of staff and promote a culture of collaboration by sharing knowledge and resources within the organisation.
- Create the right working environment for your team with a solid work ethic of working towards achievement of our vision.
- Develop and demonstrate a strong performance management culture, ensuring that people are accountable for the delivery of results.
- Promote an understanding of and adherence to EMCCA's values by modelling appropriate behaviours and creating a corporate, collaborative and supportive environment that encourages and recognises those values.

Building culture

- Foster a culture of transparency and accountability by maintaining clear records of funding decisions, budget utilization, and project outcomes, ensuring accountability to stakeholders and the public.
- Encourage innovation and creativity in problem-solving and project delivery, promoting a culture of continuous improvement and embracing new ideas and technologies to drive efficiency and effectiveness.
- Promote inclusivity and diversity within the Transport team and in engagement with stakeholders.
- Uphold principles of respect, integrity, and ethical conduct in all interactions and decision-making processes.
- Support the development of individuals and teams to develop career pathways, ensuring a talent pipeline for the organisation.

This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other duties as directed by their line manager that are commensurate with the level of the post. This document will also be

supplemented by key objectives which will be set through the performance and development review process.

THE PERSON

Essential (E) or Desirable (D)

<p>Experience and Skills:</p>	<ul style="list-style-type: none"> • Proven experience in developing and implementing transportation strategies at a regional or governmental level. • Demonstrated ability to drive strategic growth and respond effectively to regionally significant and cross-boundary strategic development initiatives. • Strong analytical skills to assess transportation challenges and opportunities and develop innovative solutions to address them. • Familiarity with transportation policy development, including the creation and execution of Joint Local Transport Plans and associated strategies. • Track record of providing strategic leadership and direction to teams, with a focus on achieving organizational objectives and delivering results. • Ability to inspire and motivate team members, fostering a culture of excellence, collaboration and innovation. • Experience in building and nurturing high-performing teams, empowering individuals to take ownership of their work and develop professionally. • Effective communication skills to articulate vision, goals and expectations clearly to team members and stakeholders. • Experience in cultivating a positive organisation culture characterized by teamwork, respect and accountability. • Ability to lead by example and demonstrate adherence to organizational values and ethics. • Proven track record of promoting diversity, equity and inclusion within the workplace. • Experience in fostering a culture of continuous learning and development, supporting employees in their professional growth and advancement. • Experience of working in a political environment. • Experience of promoting the health and safety and wellbeing of a workforce. • Must possess personal and professional credibility that promotes and enhances the organisation’s reputation locally, nationally and internationally. • Must have a high standard of personal and professional integrity as well as ethics, values and personal qualities consistent with the vision, culture and values of EMCCA. 	<p>E/D</p>
<p>Qualifications, Training,</p>	<ul style="list-style-type: none"> • Relevant degree or equivalent relevant experience. • Member of a relevant professional body or demonstration of up-to- 	

CPD:	<p>date knowledge and continuing professional development.</p> <ul style="list-style-type: none"> • Evidence of career progression taking on roles of increasing complexity and importance within an organisation of comparable scope, size and complexity. 	
Political Restriction	<ul style="list-style-type: none"> • This post is politically restricted under the Local Government and Housing Act 1989, as amended by the Local Democracy, Economic Development and Construction Act 2009 and the post holder may not have any active political role either in or outside of work 	