

## ROLE PROFILE

<b>Job Title:</b>	Head of Transport Strategy	<b>Job Code:</b>	<i>To be added by HR</i>
<b>Directorate:</b>	Place	<b>Version:</b>	3.0
<b>Reports to:</b>	Director of Transport	<b>Date Created:</b>	03/07/24
<b>No. of direct reports:</b>	c5	<b>Grade:</b>	Reference: 16 Grade F
<b>No. of employees:</b>	c15	<b>Budget:</b>	

## JOB PURPOSE

The main aim of the Head of Transport Strategy role is to provide strategic leadership and direction for the Transport Strategy function for the Combined County Authority (CCA) region, overseeing the development and implementation of a comprehensive Local Transport Plan and associated sub-strategies.

The postholder will work closely with the Director of Transport, the Head of Transport Investment 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**

- Lead the Transport Strategy function for EMCCA, championing accountability and excellence in delivering our transformative Transport vision through the single Local Transport Plan and associated strategies.
- Develop EMCCA's transport strategic growth and lead on the Local Transport Authority's response to regionally significant and cross boundary development.
- Manage and deliver timely and informed advice, briefings and reports to a range of audiences including, but not limited to, Senior Management, EMCCA Board and Transport Advisory Committee.
- Lead, manage and coordinate the development of transport scheme programmes, ensuring early feasibility and strategic alignment with our goals and objectives.
- Build strategic partnerships with key stakeholders, fostering collaboration and driving impactful change in the transportation landscape.
- Responsible for the Transport Strategy budget and financial performance, maximizing resources and accountability.
- Define EMCCA's strategic approach to transport decarbonization and provide leadership in addressing our declared climate emergency.
- Represent EMCCA on strategic transport matters, advising the Mayor and constituent councils and driving alignment with national and regional agendas.
- Lead joint working with constituent councils to develop and deliver transformative transport strategies and schemes.
- Build on our strong reputation for transport innovation, identifying and seizing opportunities to extend our impact through the Future Transport Zone delivery portfolio.

### **Other key responsibilities**

#### **Corporate**

- Responsible for compliance with corporate governance standards and regulatory requirements in all funding allocation and assurance processes.
- Responsible for risk management associated with funding allocation, budget management, and project delivery to safeguard the financial interests of EMCCA.
- 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 EMCCA.
- 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 the 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)*

<b>Experience and Skills:</b>	<ul style="list-style-type: none"> <li>• Significant experience working within a Local Transport Authority or similar capacity, demonstrating a deep understanding of local transport governance, regulations, and operations.</li> </ul>	E/D
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	<ul style="list-style-type: none"> <li>• In depth knowledge of the strategic transport implications of development proposals, ensuring alignment with transport objectives and sustainability goals.</li> <li>• Demonstratable ability to align local transport plans and other transport programmes with broader economic and land use plans and strategies to achieve integrated and sustainable outcomes.</li> <li>• Outstanding ability to develop innovative solutions to address the net zero challenge within the transport sector, including strategies for decarbonization and sustainable transportation practices.</li> <li>• Excellent knowledge of active travel principles and experience in developing Local Cycling &amp; Walking Infrastructure Plans (LCWIP), promoting sustainable and healthy transportation options.</li> <li>• Proven ability to manage and oversee transport studies, including research design, data analysis and recommendations development.</li> <li>• Established relationships with key strategic stakeholders such as Network Rail, Great British Railways, National Highways, Midlands Connect, local councils, and other relevant authorities.</li> <li>• Proven track record of providing strategic leadership and direction to teams, with a focus on achieving organizational objectives and delivering results.</li> <li>• Ability to inspire and motivate team members, fostering a culture of excellence, collaboration and innovation.</li> <li>• Demonstrable experience in building and nurturing high-performing teams, empowering individuals to take ownership of their work and develop professionally.</li> <li>• Excellent communication skills to articulate strategic vision, goals and expectations clearly to team members and stakeholders.</li> <li>• Experience in cultivating a positive organisation culture characterised by teamwork, respect and accountability.</li> <li>• Ability to lead by example and demonstrate adherence to organisational values and ethics.</li> <li>• Proven track record of promoting diversity, equity and inclusion within the workplace.</li> <li>• Experience in fostering a culture of continuous learning and development, supporting employees in their professional growth and advancement.</li> <li>• Experience of working in a political environment.</li> <li>• Experience of promoting the health and safety and wellbeing of a workforce.</li> <li>• Must possess personal and professional credibility that promotes and enhances the organisation's reputation locally, nationally and internationally.</li> <li>• 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.</li> </ul>	
<p><b>Qualifications, Training, CPD:</b></p>	<ul style="list-style-type: none"> <li>• Relevant degree or equivalent relevant experience.</li> <li>• Member of a relevant professional body or demonstration of up-to-date knowledge and continual professional development.</li> <li>• Evidence of career progression taking on roles of increasing complexity and importance within an organisation of comparable</li> </ul>	

	scope, size, and complexity.	
<b>Political Restriction</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>	