



South Tyneside Council

ECONOMIC REGENERATION

JOB DESCRIPTION

POST TITLE:	Transport Analyst
GRADE:	Band 7
RESPONSIBLE TO:	Operations Manager - Transport Strategy
RESPONSIBLE FOR:	Providing high quality strategic and analytical advice to help inform transport priorities, responding to planning enquiries and helping to develop business cases to help secure investment for transport schemes in the Borough.

Overall Objectives of the Post:

To support the delivery of the Council's strategic transport priorities with a particular focus on ensuring that the Council is able to understand the potential impact of proposed developments in the Borough and develop appropriate schemes and solutions to mitigate any negative effects.

Key Tasks of the Post:

1. *You will be responsible for providing analytical support to the Transport Strategy Business Unit. You will:*

- Provide analytical support to help develop the Council's Integrated Transport Strategy.
- Provide technical advice to the Operations Manager and Senior Development Services Management Team enabling a clear understanding of the transport needs and requirements in the Borough.
- Support the development of business cases for new transport schemes; helping to secure investment in the Borough.
- Help in the preparation of procurement and contractual documentation relating to transport schemes commissioned by the team.
- Monitor the impact of completed schemes to ensure that they deliver the outcomes planned.
- Support the development of technical models to assist analysis of transport schemes and operational planning activities.
- Ensure that the impact of development on our transport network is understood within the Local Plan.
- Provide advice and guidance to developers regarding Transport Assessments and Travel Plans.
- Support the development of technical documentation including reports, proposals, and presentation materials.

2. You will contribute to the corporate priorities of Development Services. You will:

- Work closely with the Council's Planning Policy Team to develop new policy relating to transport.
- Respond with expert commentary on schemes submitted to Development Management to ensure that existing policy requirements are adhered to.
- Advise Planning and Legal colleagues on the content of s278 and s106 Agreements and unilateral undertakings relating to affordable housing.
- Act as the Council's Transport Modelling expert on corporate working groups and other external bodies as required.
- Contribute to the development and review of service plans and team plans.
- When necessary, take a part in the delivery of department-wide initiatives.

3. You will effectively build partnerships. You will:

- Supporting the work of the Regional Transport Team and Nexus in developing Strategies, Plans and funding bids.
- Contribute to multi-disciplinary project teams to deliver transport investment, overcome barriers and find solutions.
- Liaise closely with relevant Council services and officers from nearby authorities to ensure that the Council is able to develop coherent and deliverable transport plans and schemes.

4. You will consistently demonstrate the personal qualities and behaviours required. You will:

- Take responsibility and accountability for your own performance.
- Treat customers and colleagues with respect and dignity.
- Reflect the Council's values in daily contact with partners, stakeholders and customers.
- Consistently strive towards making a difference in the quality and impact of services delivered by the department.

You will progressively develop your skills, competences and experience, and maintain an understanding of the environment in which the service operates. All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others' health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: PM/KDS

Date: 11/05/2017