Job Profile

Traffic and Active Travel Manager Grade: RB3 ID HAY 379 Date created: June 2023

About the Job: As the Traffic and Active Travel Manager you will work at a senior level and be accountable for the implementation of Gloucestershire County Council's statutory obligations and policies for road safety, the delivery of highway infrastructure schemes to improve safety, accessibility, active travel, and public transport and the implementation of Traffic Regulation Orders for all highway and transport schemes.

This is what we need you to do...

- On a senior level lead and manage teams in the Traffic and Active Travel Team ensuring continuous improvement.
- As a member of the Traffic and Transport Management Team, be accountable for the deployment of resources and take responsibility for the skills, knowledge and potential of staff.
- Deputise for the Assistant Director of Traffic and Transport in relation to the post's area of expertise.
- Be responsible for the Road Safety team including data, engineering, ThinkTravel including education, training and publicity and school travel to ensure that the County's statutory and legislative responsibilities are met.
- Be responsible for the implementation and development of Gloucestershire County Council's Road Safety Policy and initiatives including meeting Road Safety and ThinkTravel targets. Lead the team in working with the Road Safety Partnership.
- Take the lead and be responsible for the delivery of a programme of schemes and measures to reduce casualties using a Safer Systems approach.
- Be responsible for the Traffic Regulation Order (TRO) team and ensure that TROs are prepared and implemented in accordance with legislation. The ensure that polices and processes are in place and that targets are met. To be the senior officer in the decision-making process.
- Be responsible for the Traffic Engineering team ensuring that there is a programme of highway infrastructure improvements that includes road safety, accessibility, active travel and public transport schemes.
- Ensure that the Traffic Engineering team provides design and contractual solutions in accordance with local and national requirements.
- Ensure that the team plays the intelligent Client role for any schemes that it commissions from an external consultant.

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- Ensure that projects are implemented following GCC project management requirements.
- Ensure that the team works in collaboration across departments in the Council to bid for opportunities to secure funding as required.
- Be responsible for overseeing and giving strategic guidance on the development, production, promotion and maintenance of policy and guidance documents.
- Produce reports and plans including the Service Plan, cabinet reports and papers for scrutiny.
- Ensure appropriate procurement and contract management is undertaken that meets both corporate and legislative standards and procedures.
- Work with Road Safety Partnership partners, elected members and stakeholders to deliver Gloucestershire County Council's ambitious aims in road safety.
- Provide professional advice to members and senior management, to internal and external stakeholders, bodies, and companies.
- Work within Gloucestershire County Council's internal processes and procedures, attend relevant meetings with other senior managers and directors.
- Ensure the team provides solutions and outcomes that challenge existing principles applicable to the service and that are pragmatic, innovative, improve air quality, address climate change and provide value for money.
- Coordinate and manage budgets and programmes, providing regular, timely and accurate reporting and forecasting.
- Make optimal use of limited resources and manage all finance and budgets to meet performance targets.
- Able to converse and provide advice in accurate English, or through a BSL interpreter and experience of a customer facing role.

Special Conditions

- The post holder will be required to travel throughout the county, as and when required, and must hold a full, valid driving licence.
- This post is deemed to be politically restricted.
- You are expected to undertake out of hour's duties, as and when required.

Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the Council reserves its right to amend or add to the accountabilities listed above.

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The ideal candidate will have...

Experience

- Leading a team to deliver successful outcomes in road safety, traffic engineering and sustainable travel.
- Significant experience working on and leading traffic engineering projects that improve road safety and sustainable travel including walking and cycling.
- Leadership skills including effective people management performance management and the ability to provide direction and support to individuals and teams.
- Resolving complex problems and issues and working in a large, complex organisation.
- Communicating and developing relationships with stakeholders both internal and external
- Following internal Authority processes
- Exceptional customer service and communication skills with a focus on achieving the best outcome for the community.
- Challenging existing practices and identifying innovative solutions.
- Successful budget and resource management.
- Applying the CDM Regulations 2015.

Knowledge, Skills and Understanding

- Ability to make sound pragmatic problem-solving decisions, based on understanding of principles, which will have an immediate and wider service impact in terms of a service provision or people related nature.
- Significant knowledge and expertise in traffic engineering and road safety.
- Significant knowledge and expertise in highway infrastructure improvement for active travel including walking and cycling.
- Authoritative, applied knowledge of travel behavioural change including technical theories and related principles.
- Excellent personal and interpersonal communication skills including team building, motivation, leadership and ability to maintain and develop effective partnership at a senior level.
- Ability to add value through expert knowledge and understanding of the portfolio and to work at a strategic senior level to guide business decision making.
- The ability to influence actions by others and negotiate effective solutions.
- Ability to make logical and rational decisions in a timely manner and communicate them clearly.
- Ability to identify and respond to the political context advising members, lead commissioners or directors where necessary.
- Able to demonstrate knowledge and experience of equalities and diversity issues both in working with colleagues and stakeholders and the provision of design solutions.

Behavioural attributes

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- Demonstrates the Gloucestershire Leader Behaviours.
- Able to cope and function effectively when working in a pressured environment, demonstrating emotional resilience.
- Able to work effectively with people at all levels within the council.
- Able to build effective strategic relationships across the council and with key partners/stakeholders.
- Able to engage effectively with customers and members of the public.
- Recognise political context and political sensitivities.
- Flexible, creative, self-motivated and able to work autonomously.
- Organised and able to meet deadlines.
- Politically aware
- Able to respond to a changing pattern of demand at work which can be unpredictable and unplanned requiring constant shifts of priority.
- Self-aware and able to alter style of interaction to suit audience.
- Aligns with Gloucestershire Employee Values and behaviours which are available on our website
- Our values are Accountability, Integrity, Empowerment, Respect and Excellence

Education & Qualifications

Essential

- Degree qualified or equivalent in civil engineering you will have experience in local highway and road safety engineering.
- Membership of relevant professional body e.g. ICE, CIHT, IHE.
- Professionally qualified with a relevant UK engineering institution such as ICE, IHE etc.: Chartered or Incorporated status (CEng or IEng). Post graduate professional qualification relevant either to management or to the relevant discipline.