



TRAFFIC AND HIGHWAY SERVICES

HEAD OF ON-ISLAND TRANSPORT AND TRAVEL

S05

JOB DESCRIPTION

JOB SUMMARY:

The Head for On-Island Transport and Travel is the lead subject matter expert for on-island transport matters across the States and undertakes a key role in the development and co-ordination of strategy, policy and plans across multiple Committee mandates. The post holder will also be responsible for ensuring that the States of Guernsey can deliver on and respond to the requirements of key policy documents in relation to transport infrastructure. The post holder is responsible for providing political level advice, support, guidance, and recommendations as well as the development of strategies, policies, and plans, which promote and encourage modal shift in the behaviours of the community and deliver the objectives of the States of Guernsey On-Island Integrated Transport Strategy and will be responsible for overseeing the operational delivery and implementation of those strategies and policies.

The postholder will work to achieve integration of the principles and objectives of the On-Island Integrated Transport Strategy in all strategy and policy development to support and incentivise improved transport choice and accessibility and will also play an important role in the implementation of the States of Guernsey Climate Change Policy and the Islands pathway to net zero. They will be responsible for identifying opportunities to deliver comprehensive, connected, better quality, and safer transport networks which provide safe, convenient, accessible, and affordable travel options that are time and energy efficient, enhance public health and the environment, and minimise pollution.

This is a role for a strategist with particular interest and skills in mobility planning and active travel options with the vision to drive forward opportunities to increase the use of efficient, accessible, and sustainable modes of travel that can offer an attractive alternative to the use of personal motor vehicles and make best use of Guernsey's transport infrastructure. The postholder will also need to deliver strategies through physical interventions and through influencing behaviour.

RELATIONSHIPS:

The post holder will report to the Director of Infrastructure and Environment. They will be part of the strategy team, feeding into strategy and policy development across the organisation and across committee mandates. The post holder will also have responsibility

to the Director of Operations – Economy, Infrastructure, Environment and Cultural Services, with regard to the delivery of the States-agreed strategies and priorities.

The post holder will have direct line management responsibility for the Manager, Strategy and Policy and other members of the Traffic and Highways Senior Management Team.

Key internal relationships will include the Strategy team, the Strategic Operations team, the Traffic and Highways team, law officers, the Planning Service, the Procurement team, and corporate services such as Finance, HR, and Central Communications. There will be regular interaction with technical traffic specialists, active travel and mobility specialists and transport industry bodies.

The post holder will also provide the conduit through which the States liaises with the voluntary sector regarding transport matters.

MAIN DUTIES AND RESPONSIBILITIES:

- Under the direction of the Director of Infrastructure and Environment to lead on and co-ordinate the development of strategies and policies in relation to strategic transport matters and, working across the organisation, to identify opportunities to positively enhance transport options through government workstreams including exploring options for policy levers and other measures that could increase the effectiveness of the On-Island Integrated Transport Strategy
- To manage and be responsible for ensuring that key strategy and policy documents in relation to transport strategy are developed for States of Guernsey consideration which respond to the requirements of the government priorities in the Government Work Plan, the requirements of the On-Island Integrated Transport Strategy and Climate Change Policy within prescribed timescales and working across multiple committee mandates
- To be the lead subject matter expert for strategic transport matters across the States of Guernsey and provide high level, impartial strategic and technical advice, support, guidance, and recommendations on all matters relating to transport strategy and its implementation across the Organisation and to all States committees and to contribute to the successful delivery of Government priorities in the Government Work Plan. This will include providing subject matter expert advice at Open Planning Meetings, Planning Appeals and Planning Inquiries where relevant.
- To provide a strategic/operational interface function to maintain assurance that policy development and the operational delivery and implementation of strategies, policies and States resolutions is consistent with strategic objectives so that they can be easily delivered at an operational level, with a focus on cost efficiency and prioritisation of actions.
- To regularly report on the delivery of States transport policies and actions to the Director of Operations - Economy, Infrastructure, Environment and Culture.

- To work collaboratively with officers across the organisation to provide a horizon scanning function for potential risks and opportunities in relation to strategic on-island transport matters, locally and in other jurisdictions, to inform the States of Guernsey's short-, medium- and long-term decision making and management of risk
- To be responsible for the identification, development and implementation of initiatives and schemes which deliver the objectives of the On-Island Integrated Transport Strategy
- To co-ordinate travel plans and provide mobility planning advice to planning officers, architects, and developers with respect to development proposals which impact travel to promote connected transport networks.
- To direct the Traffic and Highways team to ensure that strategies, policies and resolutions set down by the States are effectively and efficiently implemented and when necessary to oversee that appropriate action plans are in place and achieved.
- To be responsible for developing and maintaining appropriate teamwork plans and resource plan to deliver the priorities of the States and to be responsible for drafting Terms of Reference and to oversee commissioning of expert advice as required.
- To manage the appropriate and timely provision of responses to requests for advice and other consultations in relation to transport matters.
- To be responsible for monitoring the effectiveness of transport strategies and policies including periodic reviews of the On-Island Integrated Transport Strategy and to provide and update written guidance as required.
- To be the main officer-level spokesperson for the States of Guernsey on strategic on-island transport matters providing credible comment, including to the media, to engage with and manage consultation with stakeholders and to represent the States of Guernsey in strategic transport matters.
- To take on responsibility for and be the budget holder for the Traffic & Highways team, including the ITS budget and the preparation and planning of that budget.
- To be responsible for the preparation of, and to present reports to, the Committee *for the Environment & Infrastructure* and other relevant States of Guernsey committees on matters associated with transport strategy and implementation of the On-Island Integrated Transport Strategy and the drafting of policy letters for States of Deliberation consideration.

KEY CRITERIA:

ESSENTIAL

1. Proven experience over a minimum of five years and evidence of successfully delivering mobility plans and/or active travel initiatives that have provided connected transport networks and improved transport choice in a sustainable and fair way.

2. Demonstrable ability to deliver authoritative technical advice on relevant subject matters, founded on strong skills in data interpretation, attention to detail, and the ability to present findings in a concise and comprehensible manner.
3. Knowledge of the On-Island Integrated Transport Strategy and its objectives
4. Strong leadership skills with a proven ability to lead and manage complex programmes and work streams.
5. A proven track record and experience in strategy development, horizon scanning and delivering major strategic programmes involving internal and external stakeholders
6. A proven ability to develop, manage and deliver on complex government policy documents for consideration at political level.
7. Project management experience, with demonstrable evidence of developing and working to KPIs and delivering to deadlines.
8. Strong written and presentation skills for the drafting and presentation of research reports, papers, and material for publication to politicians, colleagues, and relevant industry sectors.
9. Evidence of persuasively presenting and effectively communicating complex information and policy issues to a wide range of stakeholders, with the ability to credibly represent the States of Guernsey in a range of forums
10. Excellent interpersonal and influencing skills, with demonstrable experience of successfully managing teams, developing collaborative relationships and gaining trust from key stakeholders.
11. Self-motivated with good organisational skills and the ability to prioritise own workload to ensure multiple deadlines are met.
12. Significant, demonstrable experience, at senior management level, of resolving complex transport policy issues and ability to identify and drive forward innovative solutions to address transport and mobility issues.

DESIRABLE

13. An awareness and understanding of Guernsey's transport and travel infrastructure and networks, relevant legislation, standards, and codes of practice.

KEY COMPETENCIES:

LEADERSHIP

- Anticipate and predict the long- term impact on our own areas of national and international developments, including economic, political, environmental, social and technological
- Seek and encourage ideas, improvements and measured risk taking within own service/ function in order to improve outcomes

- Interpret a wide range of political and island pressures and influences to develop strategies

TEAMWORK

- Actively promote their own area / Service's reputation externally and internally – publicise successes widely
- Encourage and establish principles of working effectively across boundaries to support the business
- Encourage work-place based learning, ensure colleagues take responsibility for their own learning and share it to build organisational capability

ACCOUNTABILITY

- Take a wide view, successfully achieving common goals with organisations that have different priorities
- Interpret a wide range of financial and management information and use financial data effectively in decisions
- Translate complex aims into clear and manageable plans and determine resource requirements to support implementation