TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

JOB DESCRIPTION

Job Title : Transport Strategy Officer
Location : Partnership Headquarters, Perth
Responsible to : Strategy Manager
Salary/Grade : SJC 62 - 72 (£43,908 - £50,332) Salary/Grade

The Tayside and Central Scotland Transport Partnership (Tactran) is one of seven statutory Regional Transport Partnerships established under the Transport (Scotland) Act 2005, with responsibility for developing and overseeing the delivery of a statutory Regional Transport Strategy. Tactran covers the areas of Angus, Dundee City, Perth & Kinross and Stirling Councils and is managed through a Partnership Board, comprising Councillors appointed by the four constituent Councils and non-Councillor members. The Partnership's Team, currently comprising 7 staff, is located in Bordeaux House, Kinnoull Street, Perth.

JOB PURPOSE

To support the development, implementation and monitoring of the Regional Transport Strategy, the Regional Transport Strategy Delivery Plan and associated Revenue and Capital delivery programmes. With a particular emphasis on strategic interventions including road, rail, mobility hubs, freight and decarbonisation of transport. To provide support to the Partnership's contribution to Development Planning, Community Planning and regional economic programmes including relevant City Deals.

REPORTING RELATIONSHIPS

The post reports to and works under the general direction and control of the Strategy Manager.

MAIN DUTIES AND RESPONSIBILITIES

1. Supporting and contributing to the development, review, monitoring and implementation of the Regional Transport Strategy, including:
    - Supporting and contributing to development, monitoring and implementation of the Regional Transport Strategy Delivery Plan
    - Maintaining and supporting development of the Regional Transport Strategy Monitoring Framework and producing reports on this
2. Supporting and contributing to development, monitoring and implementation of associated Revenue and Capital programmes with particular focus on the strategic connectivity; buses; rail; mobility hubs and freight and decarbonisation of transport.
3. Developing, maintaining and utilising the Tay Cities Regional Transport Model, as required.
4. Assisting in the appraisal of proposals and projects in accordance with Scottish Transport Appraisal Guidance (STAG) and other relevant appraisal processes.

5. Supporting input to and the development and delivery of regional economic programmes including relevant City Deals.
6. Supporting regional input to national transport policy.
7. Leading the procurement on consultancy support for studies, appraisals and other projects, as required.
8. Supporting the undertaking of and reporting on public and other consultations on Strategy and project development and delivery.
9. Supporting the operation and management of Regional Stakeholder Forums, including Freight Quality Partnership.
10. Liaising with Transport Scotland, Network Rail and Train Operating Companies on all Rail related matters within and beyond the region.
11. Investigating and supporting decarbonisation of transport, including assisting in the delivery of the Tactran Regional Electric Vehicle Strategy in conjunction with constituent Local Authorities.
12. Supporting regional input to Bus Alliances and Bus Service Improvement Partnerships.
13. Supporting input to Development Planning.
14. Supporting input to Community Planning and the delivery of local and national outcomes.
15. Analysing and contributing to responses to consultations on relevant policy and project delivery matters.
16. Producing and presenting reports to the Partnership Board and other forums.
17. Deputising for the Strategy Manager.

The post holder may be required to perform duties other than and in addition to those specified above. The particular duties and responsibilities may be varied from time to time without changing the general character of duties or the level of responsibility entailed.

PRINCIPAL WORKING CONTACTS

1. Other Partnership Executive staff
2. Partnership Board members, advisors and observers
3. Officers of constituent Councils and National Park Authorities
4. Officials of Transport Scotland and Scottish Government
5. Officers of other Regional Transport Partnerships
6. Officers of Development Planning Authorities
7. Officers of Community Planning Partnerships
8. Officers of Health Boards and other public sector bodies

9. Transport providers including bus, rail, ports and air

10. Transport agencies and interest groups

11. Enterprise Companies, trade and business associations and other private sector groups

12. Contractors and consultants

13. Community Councils and other community interest groups

14. Members of the public

PERSON SPECIFICATION

POST TITLE: **TRANSPORT STRATEGY OFFICER**

FACTOR	ESSENTIAL	DESIRABLE
Relevant Knowledge and Experience	Experience of transport and wider policy issues at local, regional and national government. Understanding the policy development process and the role of transportation strategies within an RTP or local authority environment. Understanding the role of strategic connectivity and associated transport modes in strategy development and project delivery. Knowledge of appropriate legislation and procedures. Knowledge of transport software and modelling techniques and applications. Familiar with appraisal techniques e.g. Scottish Transport Appraisal Guidance (STAG), Strategic Environmental Assessment (SEA) and Equality Impact Assessments (EqIA).	Experience of strategic connectivity and associated transport modes in strategy development and project delivery. Experience of appraisal techniques e.g. Scottish Transport Appraisal Guidance (STAG) and Strategic Environmental Assessment (SEA) and Equality Impact Assessments (EqIA). Familiar with local government procurement practice, process and requirements.
Qualifications and Attainments	Appropriate degree or equivalent experience, preferably giving eligibility for professional membership (e.g. MRTPI/MICE).	Membership or working towards membership of relevant professional body (e.g. MRTPI/MICE/MCILT).
Skills	Excellent written communication skills. Ability to think strategically. Forward planning/analytical skills. Ability to achieve objectives. Ability to work with wide range of transport stakeholders.	
Qualities	Integrity. Flexibility.	

	Good team member. Ability to work under competing deadlines.	
Other Requirements	Ability to represent Tactran at meetings and events within and outwith Tactran region.	