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| **Service:** | Transport |
| **Post title:** | Director of Transport |
| **Grade:** | Dir2 |
| **Responsible to:** | Chief Executive |
| **Staff managed:** | Manages a team of specialist professionals |
| **Date of issue:** | June 2025 |
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| Job context |
| Transport is one of the key strategic priorities for the elected Mayor and Combined Authority and both are ambitious to capitalise on the opportunities this presents.  The Director of Transport will provide the strategic leadership to develop transformational transport strategies and investment plans for the region and deliver the Combined Authority’s transport powers. They will lead a team that will develop these opportunities and deliver transport functions working in close collaboration with both City of York and North Yorkshire Council to ensure the region’s transport and wider objectives are met.  The responsibilities cover all aspects of transport including highways, public transport, rail and active travel with the Combined Authority committed to providing ambitious plans recognising the role of transport in enabling growth across the region.  The Director of Transport will also be required to work closely with the City of York and North Yorkshire Councils as the Local Highways Authorities, whilst developing and building strategic relationships with key government departments and agencies to maximise the investment into the region to ensure the region delivers on the ambitions of the Combined Authority.  The Director of Transport will sit as part of the Combined Authority Leadership Team, reporting to the Chief Executive of the Combined Authority. Partnership and collaboration are at the heart of the operating model for the Combined Authority and the post will be expected to lead a positive culture, working closely including across the wider economy directorate, understanding the enabling role of transport in delivering economic growth.  The Director of Transport will be the strategic and executive lead for transport providing leadership and direction, building and inspiring high-performing teams to ensure effective and efficient service delivery.  This is a key role in supporting the development of innovative solutions to address the net zero challenge, including strategies for decarbonisation, skills, innovation and sustainable transportation. As the Director of Transport, you will establish relationships with key strategic stakeholders such as Network Rail, Great British Railways, National Highways, Strategic Transport Bodies, Department for Transport, Active Travel England, the bus industry, Mayors, Combined Authorities, local councils, and other relevant authorities. You will have an in-depth knowledge of the strategic transport implications of development proposals, ensuring alignment with transport objectives and sustainability goals.  As the postholder you will have significant experience within a Combined Authority, Local Transport Authority or similar setting, giving you a deep understanding of local transport governance, regulations, and operations. You will be required to align local transport plans and other transport programmes with broader economic and land use plans and strategies. |

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| Structure |

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| Job Description | |
| Job purpose | **To be the strategic and executive lead for the transport service within the Combined Authority. Ensuring effective and efficient service delivery. Determine strategic direction, policies, and processes to ensure the transport objectives of the Mayor and the Combined Authority are met.** |
| Operational management | * To provide strategic leadership and advice to the Mayor and Combined Authority on all aspects of transport strategy and delivery including: * Identifying and advising on new strategic opportunities * Developing a strategic approach to Key transport corridors * Working cross boundary with neighbouring Combined Authorities on strategic transport opportunities such as White Rose Rail. * To lead development and delivery of the Statutory York and North Yorkshire Strategic Transport Plan and Key Route Network. * To lead development and delivery of the York and North Yorkshire wide Bus Service Improvement Plan. * To ensure Combined Authority Transport Funding is invested in accordance with regulations and a successful delivery track record maintained. This includes * Local Transport Grant * Highways Maintenance Funding * DfT Integrated Transport Block * DfT Bus Grants * Bus Service Improvement Funding * To provide strategic oversight of public transport provision including a full review of future operating models up to and including bus franchising. * Provide Strategic Leadership for the development of an Active Strategy and Investment Plan including building strong relations with Active Travel England. * Development of a Rail Strategy for the region including stakeholder management and influencing of Great British Rail, Transport for North and other rail bodies * Development of strong strategic relations with Department for Transport to create and deliver further opportunities for new investment, devolution and support the Combined Authority journey to an integrated funding settlement * Provide expert oversight and leadership on National Policy developments and emerging opportunities. * To review and propose changes to structures, procedures and working methods that will improve the efficient use of resources and the effectiveness of service delivery to communities and targeted groups. * To advise the wider service on relevant changing legislation, professional standards, and their implementation. * To develop, support and promote a strong result driven and customer focused performance culture ensuring the provision of cost-effective, efficient, high-quality services in line with identified needs. * Play an active role as part of our senior leadership team, working in partnership with other Directors and Heads of Service to innovate our service delivery capabilities.   All Corporate Directors have a joint responsibility to:   * Provide outstanding strategic and organisational leadership to create, embed and sustain the Authority. * Be responsible for the delivery of the new authority operating model. * Ensure the Authority’s values and behaviours are embedded across all services. * Promote diversity and inclusion throughout the Authority and through partnership and relationship with other stakeholders. * Lead the development and implementation of strategies to ensure corporate objectives and performance targets in the Combined Authority are met and actively promote, develop and review the Combined Authority Plan to support performance improvement. * Be accountable, as a member of the Leadership Team, for the overall management, resources and performance of the Authority ensuring services operate with commercial effectiveness. Keep the Leadership Team informed of proposals which have significant financial and service implications for the Authority. Develop, deliver and support the Authority’s change programmes as appropriate. * Ensure policies of the Authority and services provided or commissioned are fit for purpose and mutually reinforcing. * Monitor the performance of services and ensure corrective action where performance falls short of policy objectives. * Keep the CEO informed of all matters affecting the performance of their role as CEO of the Authority. * Keep the CEO, Mayor and Executive Members appraised of matters which are particularly sensitive or controversial in nature. * Identify the needs of the service, produce and implement a future-focused Directorate business and performance plan, set challenging goals that focus on step change improvements and ensure that its objectives are achieved. * Drive transformational organisational change in order to achieve excellent member, customer and partner relationships while delivering cost-effective, high-quality services to residents. * Be responsible for the Wellbeing, Health & Safety of staff in line with the Health & Safety Policies and practices. * Carry out roles identified within the resilience and emergencies and business continuity policies. Take a lead where required on single and/or multi agency response to emergencies both in and out of hours. |
| Communications | * Engage the Combined Authority and its Committees with both written and presented information in a high quality professional manner. * Represent the Combined Authority externally building the profile and strategic vision of the Combined Authority * Engage with both NYC and CYC to influence and build shared ambitions. * Influence and liaise with lead stakeholders and partners as required to ensure that strategic planning and implementation of plans is carried out consistently and effectively. * Respond to media enquiries as requested and appraise the CEX of any matters arising which are particularly sensitive or controversial in nature. * Deliver presentations to develop effective service delivery and good stakeholder relationships. * Inform and analyse national and local policy change and communicate implications to senior operational managers and staff as appropriate. * Implement and embed new ways of working and policy or processes through the team. * Represent the service at appropriate inter and intra agency meetings, promoting, liaising, consulting, and engaging with managers, staff, and people who use our services. |
| Partnership / corporate working | * Develop strong, effective relationships with the Mayor and Combined Authority Members * Build strong senior relations with Central Government and Government Agencies including: * Department for Transport * National Highways * Great British Rail, Network Rail and Operators * Active Travel England * Transport for North * Develop and maintain strong working relationships at Director Level within both constituent authorities * Build strong working relations with neighbouring Combined Authorities on initiatives such as White Rose Rail and on cross boundary commuting and travel opportunities. * Work with a range of partners/agencies, both internal and external, to develop and maintain co-operative relationships. * Represent the service on behalf of the Directorate at policy, operational and co-ordination forums with Local Authorities, external agencies and other Directorates when required. * Provide professional advice on transport matters to the Combined Authority Members, the Mayor and partners. |
| Resource management | * To give leadership, management and direction to staff of the service through the establishment and promotion of service and individual objectives, service performance plans, priority setting, reviews and performance appraisal * Oversight and management of the integrated transport settlement for York and North Yorkshire of c£55m+ per annum which includes highways maintenance and bus service improvement funding. * Developing and delivering an investment framework including management of a pipeline of deliverable projects to ensure the £379m Local Transport Fund settlement delivers on the ambitions of the Mayor and Combined Authority. * Overall responsibility for working collaboratively with City of York and North Yorkshire Councils to lead and co-ordinate development of York and North Yorkshire business cases and submissions for funding. * Prioritise and allocate staffing to support managers in discharging their responsibilities for meeting the needs of the service. * Carry out people management roles such as recruitment, development, and absence management, setting targets, providing feedback on performance and effectively addressing development and learning. * Support the delivery of corporate initiatives in delivering transformational change, through effective modelling of positive behaviours and delivering innovative solutions to service delivery and development. |
| Systems and information | * Ensure that systems and processes to support the service are consistent with the Combined Authorities standards and procedures. * Produce written reports as required including evaluation and impact statements for distribution service wide and to partners. * Use relevant IT systems and tools to support the management, delivery and development of services, ensuring records are accurate and current. * Ensure government guidance and legislation are interpreted appropriately and are adhered to in a manner consistent with good practice. |
| Strategic management | * Leading work with the Mayor and Executive Members for Transport for both Local Authorities to scope and commission transformational plans across York and North Yorkshire, for example key corridors or integrated ticketing. * Production of the Statutory Strategic Transport Plan for the region and reporting on its progress and delivery. * Effectively commission delivery of transport programmes and projects, ensuring achievement of aims and objectives within agreed budgets and timescales. * Working collaboratively cross border (e.g. West Yorkshire Combined Authority) on strategic connectivity for the benefit of both regions. * Ensuring the region fully engages and maximises its influence with government, especially the Department for Transport and with Sub-national Transport bodies such as Transport for the North. * Develops a strategic relationship with Great British Rail delivering new investment to maximise the potential of rail in the region and similarly with National Highways with regard to the Strategic Road Network in York and North Yorkshire. |

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| Person Specification | |
| Essential upon appointment | **Desirable on appointment** |
| Knowledge   * Significant knowledge of current good practice standards both at local and national level in relation to the business of the service. * Knowledge of statutory requirements, including equality standards. * Excellent knowledge of managing transport programmes and projects. * Knowledge of key strategic stakeholders such as Network Rail, Great British Railways, National Highways, local councils, and other relevant authorities. * The legal framework that is required for transport e.g. bus contracts * Knowledge of effective management of staff, budgets and resources. * In-depth knowledge of the strategic transport implications of development proposals, ensuring alignment with transport objectives and sustainability goals. | * Familiarity with transportation policy development, including the creation and execution of Joint Local Transport Plans and associated strategies for a Combined Authority. * Knowledge of local highway and bus powers, including Bus Service Improvement Plans and in active travel principles and developing Local Cycling & Walking Infrastructure Plans (LCWIP). |
| Experience   * Extensive experience of strategic transport planning, policy development and implementation, and performance management * Experience of developing and implementing organisational culture change within a large diverse organisation. * Significant experience within a Combined Authority, Local Transport Authority or similar setting, with a deep understanding of local transport governance, regulations, and operations. * Proven record of developing innovative solutions to address the net zero challenge, including strategies for decarbonisation and sustainable transportation practices. * Proven experience of developing and implementing transportation strategies at a regional or governmental level * Experience of managing in a political environment. * Experience of budget management. | * Demonstrable ability to lead on strategic transport issues and respond effectively to regionally significant and cross-boundary strategic transport initiatives. * Experience of working across sectors to demonstrate how transport can enable economic growth plans. |
| Occupational Skills   * Demonstrable ability to align local transport plans and other transport programmes with broader economic and land use plans and strategies. * Strong analytical skills to assess transportation challenges and opportunities and develop innovative solutions to address them. * Proven track record of providing strategic leadership and direction, with a demonstrable ability to build, nurture and inspire high-performing teams. * Effective communication skills to articulate vision, goals and expectations clearly to team members and stakeholders. * Effective leadership skills and the ability to promote organisational policy and objectives. * Ability to contribute to the planning of resources for the Combined Authority and to understand where specific programmes need to collaborate to drive change. * Ability to develop and maintain effective partnerships both within and outside the Directorate. * Ability to negotiate and influence at an executive level with senior officers and senior politicians. |  |
| Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role   * Membership of a relevant professional body or equivalent of up-to-date knowledge and continual professional development |  |
| Other Requirements |  |
| Behaviours   * Able to work flexibly to meet the demands of the job including some out of hours working at either evenings or weekends. * Committed to the development and demonstration of the Authorities vision, values and behaviours. * Committed to ensure equality and inclusion are demonstrated. * Personal and professional demeanour and credibility which commands the confidence of members, senior managers, staff, members, external partners and other stakeholders. * A high degree of probity and integrity and work within the constraints of a publicly funded service. * A commitment to learning and achievement. * Able to travel for business purposes |  |

NB – Assessment criteria for recruitment will be notified separately.  
Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.