

Job Profile

Service:	Transport
Post title:	Head of Public Transport
Grade:	HOS2
Responsible to:	Director of Transport
Staff managed:	Manages a team of specialist professionals
Date of issue:	June 2026

Job context

York and North Yorkshire Combined Authority (the Combined Authority) is a public sector employer with access to powers and funding to unlock transport and housing improvements, boost skills provision and help the economy transition to net zero. Making the most of the combined strengths of the city region and rural powerhouse, the Combined Authority is a long-term commitment to shaping a brighter future for generations to come. By working for us you will play a part in making positive changes, unlocking investment, supporting business and communities to thrive and creating new and better opportunities for people that live and work here.

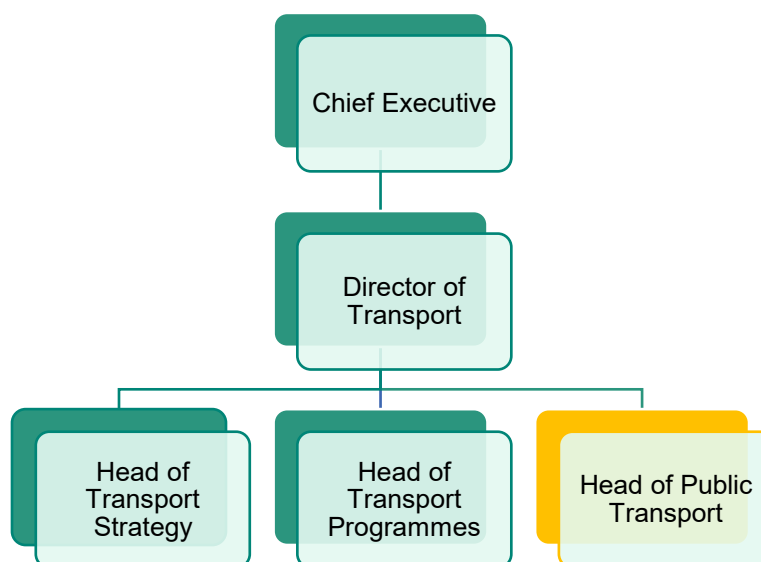
Transport is one of the key strategic priorities for the elected Mayor and Combined Authority and both are ambitious to capitalise on the opportunities this presents.

The Head of Public Transport sits within the Transport Directorate at the Combined Authority and will be responsible for leading all strategic and operational matters relating to the delivery of bus services in York and North Yorkshire (They will be responsible for ensuring all policy, strategy and delivery complies with legislative duties, Government guidance and best value principles.) and rail services in YNY (where CAs and Mayors will have significant influence and powers over Great British Railways). They will be responsible for ensuring all policy, strategy and delivery complies with legislative duties, Government guidance and best value principles.

The Head of Public Transport will provide strategic and operational direction, build strong partnerships with internal and external stakeholders and co-ordinate the delivery of all aspects of publicly funded bus and rail services where that service relates to powers devolved to the Mayor.

The postholder will be responsible for developing long term strategies and frameworks to guide investment and service provision for both bus and rail, and the implementation of these strategies to ensure investment is compliant with legislation and grant conditions whilst providing value for money and an effective public transport network for residents and visitors of York and North Yorkshire.

Structure



Job Description

Job purpose

The Head of Public Transport will provide strategic leadership for the development and delivery of the Combined Authority's public transport agenda, shaping long-term policy, investment and service priorities. The role will foster influential partnerships across government, transport operators and regional stakeholders, ensuring the effective exercise of Mayoral powers and the delivery of accessible, integrated and sustainable bus and rail services.

Operational management

- Overall responsibility for setting the strategic direction of the Public Transport service, translating the Combined Authority's corporate, economic, environmental and transport objectives into a clear vision, strategy and delivery plan for the function.
- Lead the development of long-term public transport strategies, policies and investment priorities, ensuring services respond to current and future demands, legislative requirements, funding opportunities and regional growth ambitions, identify emerging trends, risks and opportunities, shaping the future direction of the transport network to support economic development, social inclusion, decarbonisation and improved customer outcomes.

	• Lead the enactment of the Mayor's priorities for bus and rail through deployment of revenue and capital funding. • Lead and be responsible for the delivery of bus services, bus information and bus infrastructure across York and North Yorkshire in line with powers available to the Mayor and the CA. • Develop strong and binding joint working arrangements with the CA's local authority partners to ensure the efficient and cost-effective delivery of commercial and supported public bus services. • Develop strong working relationships with all parts of Great British Railways to ensure the Mayor's and the CA's priorities for rail are prioritised and delivered. • Use insight and evaluation to challenge established practices and introduce ongoing service improvements. • Oversee the development of a York and North Yorkshire bus service improvement plan and associated joint enhanced partnership • Provide direction to the Mayor relating to opportunities for bus reform and alternative delivery models for public bus services within York and North Yorkshire. • Lead the development of high quality, compelling bids and business cases that respond to future opportunities to attract capital and revenue investment into the region, meeting all aspects of Government guidance and complying with necessary timescales. • Lead service infrastructure planning, bus stop improvement and fares. • Monitor the emergence of future funding opportunities for York and North Yorkshire. • Responsible for ensuring the Public Transport team is aware of key legislation and guidance relating to public transport service provision, funding mechanisms, concessionary fares and other relevant documentation • Proactively direct, advocate for, seek funding for and facilitate changes in transport operations, processes and contracts arising from wider YNYCA strategic developments • Direct the effective management of all contracts relating to provision of supported bus services in the Combined Authority area to ensure value for money whilst providing a robust network for customers
Communications	• Work strategically with senior colleagues across the Combined Authority to ensure transport policies, investment programmes and service delivery support wider corporate objectives. • Provide specialist public transport expertise to inform decisions across the organisation, ensuring that transport considerations are embedded within wider Combined Authority strategies and programmes. • Engage the Combined Authority and its Committees with both written and presented information in a high-quality professional manner. • Engage with, brief and make the case to senior leaders within Department for Transport, HM Treasury and other key stakeholders for additional funding for service improvements and infrastructure enhancements • Direct the CA's engagement with local stakeholders including community transport operators, community rail partnerships, train operating companies, bus operators, local town and parish councils and residents • Be the CA's public transport lead, responsible for engaging the CA and its Committees with both written and presented information in a high-quality professional manner.

	• Provide the key interface from the Combined Authority with local authority colleagues to influence and build shared ambitions. • 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.
Partnership / corporate working	• Lead Officer representing YNYCA on all matters relating to Northern Powerhouse Rail, Network Rail, White Rose Rail Board, Transport for the North/Rail North Committee and liaison with Department for Transport Operator and Great British Railways. • Develop, maintain and manage relationships with the Department for Transport and other key stakeholders. • Develop and maintain strong relationships with local bus operators to ensure they provide high quality and affordable bus services across all of York and North Yorkshire • Serve as a trusted, strategic advisor to the Mayor, Chief Executive and senior leadership team on all public transport matters, delivering politically astute guidance in complex, high-pressure and sensitive contexts, while proactively managing risk and maximising opportunities for the organisation and the communities it serves • Plan and lead high level meetings with Department for Transport officials, senior officers from local authorities, relevant authorities and other transport stakeholders. • Responsible for ensuring that grant funding is invested, monitored and evaluated so that public transport programmes deliver the outcomes and benefits articulated in the investment appraisal and other metrics as defined by funders. • Work closely with Network Rail and bus and rail operators to enhance passenger experience, monitor performance and ensure coordinated network planning. • Work in conjunction with partners, local government organisations and agencies to drive improvement in public services and public confidence. • Create, maintain and develop close partnership links with public, private and third sector partners to achieve the best support in delivering the Combined Authority's priorities.
Resource management	• Provide a leadership role for the Public Transport team ensuring measurable delivery against a set of clear objectives. • Lead a team, creating a high-performance culture that is aligned to organisational values, behaviours, policy vision and priorities, reflecting best practice and continuous professional development. • Exercise professional leadership through managing staff, ensuring relevant professional and occupational standards are maintained. • Inspire, lead and line manage staff, taking responsibility for recruitment, appraisals and allocation of work. • Responsible for overseeing the resources (financial and non-financial) allocated to public transport programmes, ensuring that these are managed to achieve effective value for money and clear allocation of resources to deliver against strategic objectives.

	• Prepare, agree, and manage robust and cost-effective budgets as required. Partnership working with the Finance Team to monitor cash flow, forecasting and future year budget. • Manage the service area within operational budgets and be responsible for the delivery of all funded programmes for which the service is responsible. • Responsible for budget management and decision-making across the Public Transport service, including revenue expenditure on supported bus services and concessionary travel, and capital investment in bus infrastructure and related assets. • Oversee procurement exercises and manage contracts with external suppliers, as and when necessary.
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 the Public Transport function, including all supported bus services and input to rail service delivery, within the Combined Authority. • Oversee the joint and Directorate programmes promoting equality, diversity, inclusivity and human rights compliance, ensuring improvement in community public trust and confidence in public services. • Lead the development, implementation and evaluation of evidence-based public transport policy and strategy, ensuring alignment with Directorate priorities and the delivery of sustainable, accessible and integrated transport outcomes. • Responsible for developing and approving policies, procedures and operational standards that govern the delivery of public transport services. This includes performance, compliance, customer service, safety, contract management and operational governance arrangements across the Combined Authority's public transport function. • Serve as a member of the Directorate's management team, delivering to the directorate and corporate agendas. • Establish a culture and approach within the Transport Directorate, providing clear objectives and priorities which filter through to individual and team objectives that encourages and promotes performance management and improvement • To ensure the Service delivers on its reporting and accountability obligations

Person Specification

Essential upon appointment

Desirable on appointment

Knowledge

- Strong understanding of national and local government transport policy, statutory requirements, and political context.
- Strategic expertise in the delivery of bus services, systems and infrastructure including public transport information, bus stops and bus stations
- Strategic expertise in the delivery of rail services in a public sector environment
- Knowledge of principles of bus franchising and Enhanced Bus Partnerships.
- Knowledge of methodologies used to reimburse bus operators that offer statutory and discretionary bus fare concessions.
- Knowledge of bus and rail priority infrastructure and technologies.
- Knowledge of key strategic stakeholders such as Network Rail, Great British Railways, National Highways, local councils, local/national bus operators and other relevant authorities.
- Knowledge of statutory requirements, including equality standards.
- Knowledge of the legal framework that is required for transport e.g. bus operations and contracts
- Knowledge of current good practice standards both at local and national level in relation to the business of the service.

- Knowledge of the transport networks and priorities in York and North Yorkshire.
- Knowledge of the devolved powers available to the Mayor.
- Knowledge of operational aspects of Park and Ride services.
- Knowledge of ENCTS reimbursement processes and guidance

Experience

- Experience of contract management and working with highly confidential, sensitive, and contentious information
- Strong experience in budget management, financial efficiency, creative problem-solving, and managing multiple complex projects within a local government context.
- Experience of working at a strategic level within the transport sector.
- Experience of developing programmes for bus delivery and bus improvement across a range of services, interventions and technologies.
- Significant experience working with or within complex political and stakeholder environments, including local authorities or MCAs and proven capability of robust management of contracts, multi-million-pound budgets and business cases in complex delivery environments.
- Extensive leadership experience in developing and delivering transport strategy, procurement, and operations in complex transport, logistics, or public sector contexts.
- Extensive experience of strategic planning, policy development and implementation, and performance management
- Experience of having successfully negotiated and engaged with key government departments on policy and funding
- Experience of developing and implementing organisational culture change within a large diverse organisation
- Strategic planning and people management experience, including performance and development.
- Demonstrated ability to work creatively and collaboratively with internal and external partners.
- Experience advising senior officers on specialist areas.
- **Experience of reporting complex performance data at a local and national level**

- Experience of working in a Combined Authority environment.
- Experience of working for a local transport authority bus services delivery team.
- Experience of delivering BSIP programmes.
- Experience of working in a community transport field.
- Experience in developing and delivering transport business cases.

Occupational Skills • High level analytical skills with the desire to ask difficult questions; be tenacious and find service improvements • The ability to think strategically and to appreciate the wider corporate and public interest needs • Ability to work in a highly open and collaborative manner in order to achieve outcomes that deliver the Mayor's priorities, plans and strategies. • Ability to co-ordinate, monitor and review the use of financial information. • Ability to confidently use persuasion, influencing or negotiating techniques to influence others in a range of situations. • Strong understanding of partnership working and stakeholder engagement. • Demonstrable leadership, delegation, and people management skills, with the ability to develop and motivate teams. • Ability to apply financial and commercial principles, including developing compelling business cases, contract negotiation, and effective budget management. • Skilled in procurement, budget planning, monitoring, and achieving financial efficiencies. • Proven ability to write, review, and present complex content to varied audiences. • Excellent communication, presentation, organisational, and IT skills. • Proficient in project management, planning, and resource coordination. • Ability to work independently and at pace • Ability to work to rapidly changing priorities and outcomes.	• Experience of working with transport stakeholders in York and North Yorkshire.
Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role • Relevant degree or other specialist qualification or the equivalent level reached through experience. • A relevant transport qualification/accreditation, or a demonstrable equivalent level of previous experience in a similar transport role	• Membership of relevant professional body • Evidence of continued professional development
Other Requirements • Ability to travel for work purposes. • Ability to attend meetings outside of normal business hours. • Self-motivated. • An understanding and commitment to the principles of public service, with a focus on delivering outcomes that benefit communities whilst demonstrating the YNYCA values. • Personal and professional demeanour and credibility which commands the confidence of members, senior managers, staff, members, external partners and other stakeholders.	
Behaviours Demonstrate our YNYCA Values and Behaviours	

NB – Assessment criteria for recruitment will be notified separately.

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.