

Job Description

Job title: Low Traffic Neighbourhood Programme Manager
Department: Planning, Transport and Development
Division: Sustainable Growth and Opportunity
Grade: P04
Reporting to: Transport Strategy Programme Lead
Responsible for:

Main Purpose of Job

To lead on the development and delivery of Lambeth's Healthy Routes for walking and cycling programme, providing sponsorship, guidance and quality assurance to ensure that strategic objectives are achieved. The post holder will act as sponsor and be accountable for projects forming a key element of Lambeth's Transport Strategy and Climate Action Plan. The post holder will ensure that the Council's strategic aims are supported, including the provision of advice, guidance and technical expertise on this programme and related initiatives.

To identify, develop, deliver and monitor projects and programmes to promote sustainable transport within the framework of the council's overall policy objectives. This role has a particular focus on developing measures to promote walking, cycling and healthy street environments across the Brixton area. Working closely with the Healthy Routes Programme Manager and providing expert guidance to stakeholders, the role will deliver key elements of Lambeth's Transport Strategy and Climate Action Plan including developing and agreeing new projects with a wide range of stakeholders and helping to deliver the council's long-term transport and wider policy objectives.

Key Unit Accountabilities

1. To lead on the development of traffic reduction and public realm improvements across the borough, with a particular focus on the Brixton area, making a significant contribution to the delivery of the council's sustainable transport objectives.
2. To maintain and improve existing knowledge of national and local sustainability and transport policies and issues at every opportunity. To include a particular focus on new approaches, ensuring the council is at the forefront of thinking in the field.
3. To be responsible for embedding a robust, evidenced based approach to project formation and decision making, including developing the council's transport evidence base and policy evaluation tools as appropriate.
4. To act as project sponsor, procuring street designs from feasibility through to completion of RIBA stage 3.
5. To provide evidence based, impartial advice and guidance and recommendations to a wide range of stakeholders, including Members, amenity groups and the general public, including specialist advice in the field of walking and cycling policy and practice.

6. To be responsible for commissioning and procuring support and services from suppliers, including working closely with the council's Procurement and Legal teams as necessary.
7. To manage sustainable transport projects through inception, appraisal, project development, stakeholder engagement, agreement and evaluation as appropriate.
8. To Manage, develop and enhance skills and capability within the Transport team, passing on knowledge and expertise to more junior members of staff.
9. To represent the council at public meetings and forums. To deputise for senior staff at events and other meetings as appropriate.
10. To ensure with other Officers the proper application of the Council's Health and Safety Policy and any necessary action to ensure the safety of both staff and public.
11. The post holder must at all times carry out the duties of the post with due regard to the Council's Investors in People requirements, Equal Opportunities and Customer Care Policies and will be required to undergo such training as may be required in relation to these policies.
12. To undertake any duties as may be required from time to time as directed by the Transport Programme Lead.
13. All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees. All employees have a responsibility of care for their own and others health and safety.
14. The above list is not exhaustive and other duties relevant to the post may from time to time be required. Variation may also occur to the duties and responsibilities without changing the general character of the post.

PERSON SPECIFICATION
Healthy Streets Project Lead - Brixton (PO4)

<p>Note: It is essential that in your written supporting statement you give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A)</p> <p>You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.</p> <p>If you are applying under the Disability Confident scheme, you will need to give evidence or examples of your proven experience in the areas marked with a "Tick" (✓) on the person specification when you complete the application form.</p>			Shortlisting Criteria
<i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i>			
Qualification	Q1	A relevant qualification or experience in transport planning, sustainability or related subject.	A✓
Key Knowledge	K1	Knowledge of transport planning issues nationally, regionally and locally. Understanding of public realm delivery including in relation to pedestrians, cyclists and buses.	A✓
Relevant Experience	E1	Experience in the implementation of transport and/or related policies in a local authority / public sector context	
	E2	Demonstrable experience of working in a relevant project management environment.	A✓
	E3	Experience of working in a political environment, advising Members and colleagues to ensure best outcomes are achieved.	
Core Behaviours	Focuses on people	Is about considering the people who our work affects, internally and externally. It's about treating people fairly and improving the lives of those we impact. It's about ensuring we have the right processes in place.	
	Takes ownership	Is about being proactive and owning our personal objectives. It's about seizing opportunities, driving	A✓

		excellence, engaging with the council's objectives, and furthering our professional development.	
	Works Collaboratively	Is about helping each other, developing relationships, and understanding other people's roles. It's about working together with colleagues, partners, and customers to earn their respect, and get the best results.	
	Communicates effectively	is about how we talk, write and engage with others. It's about using simple, clear, and open language to establish positive relationships with others. It's also about how you listen and make yourself open to conversation.	
	Focuses on results	Is about ambition and achievement. It's about orienting ourselves towards the end product and considering the effect of our service. It's about making the right impact, having the right result and changing things for the better	

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