



JOB DESCRIPTION

Role	Network Development Planner (Investment and Growth)
Reports to	Public Transport Customer Development Manager
Directorates	Place and Connectivity
Department	Public Transport
Grade Current Salary Banding (04/24)	Grade 10 £37,938 - £41,510

Job Purpose

To lead the delivery of the strategy and implementation for identifying, assessing and flowing developer and business funding into the bus network to ensure improvements for passengers on the region's bus network.

To collaborate with internal and external stakeholders, to build consensus across multiple parties to achieve shared objectives and solutions that align with the CPCA bus strategy, ensuring the effective delivery of new and improved bus services and initiatives linked to developer and business funding.

To deliver an ongoing programme of developer funded bus service planning, ensuring financial contributions, clear service design and implementation of sustainable services.

To manage the spend of funding pots against an agreed programme, working within contractual/grant fund agreement requirements.

Key Responsibilities

- Identify, assess and lead the flow of Section 106 developer contributions and business funding into bus network services. Manage the contract management/grant fund agreement aspects of the flow of Section 106 contributions as well as ensuring supplier contracts are effective for monitoring and evaluation purposes and the budget is managed to ensure effective service delivery.
- Lead partnership working with constituent councils and developers/businesses to ensure bus network design considerations are recognised and the effective design of sustainable bus services are reflected in final developer contributions, ensuring significant financial contributions are delivered for the region
- Act as a subject matter expert and offer appropriate and constructive challenge through an annual review of developer/business funded services, working with colleagues to find solutions to keep workstreams to time, budget and quality targets
- Work collaboratively with colleagues to ensure the pipeline of developer contributions are known and tracked through to delivery, working closely through the team and matrix management to ensure commitments and services are designed and delivered and consultation (if necessary) with the public related to changes takes place.



Person Specification

QUALIFICATIONS & KNOWLEDGE

All essential unless indicated otherwise

- To have experience of delivering service design within a public transport network, ideally through a contracted/commercial services mechanism.
- Ability to quickly grow awareness of guidance and legislation for Section 106 developer contributions and how they apply to transport
- Ability to quickly grow awareness of transport opportunities and challenges in the Cambridgeshire and Peterborough region
- Excellent organisation skills, to plan own time to meet deadlines.
- Ability to monitor and control budgets.
- Excellent IT skills including the use of excel and monitoring and evaluation information.
- Effective use of data collection, analysis, management, and reporting, with particular relevance to tracking information amongst multiple stakeholders
- Contract management skills, with the ability to understand how contractual performance mechanisms can enable improved performance and how to apply those mechanisms as a 'critical friend' to contractors
- Analytical thinking: with the ability to pre-empt issues and solve problems in a logical manner.
- Ability to work, influence and collaborate with a wide range of stakeholders.
- Well-developed interpersonal and communication skills: able to form effective relationships with a wide range of stakeholders from public and private sectors at an operational and contractual level
- Appreciation of UK bus industry
- Good understanding of political sensitivities

EXPERIENCE

- Experience of delivering service design in a public transport environment (essential)
- Experience of managing ongoing contracts/grant fund agreements and delivering them within agreed timescales and budgets.
- Experience of delivering strategies and plans related to securing investment from stakeholders in a public transport environment
- Previous experience of managing budgets for ongoing delivery of contracts/grant fund agreements, including budget setting and monitoring
- Experience of collaborating with a wide range of stakeholders to achieve a common goal

Leadership Behaviours:

- Strong proven ability to develop effective working relationships with partners/stakeholders, working in collaboration to lead, influence and achieve outcomes
- Confident communicator, able to present, explain and influence decisions on broad and complex issues with a wide range of partners/stakeholders using appropriate skills including engagement, listening, influencing, shaping, persuading and negotiating
- Able to develop effective working relationships and partnerships and drive consensus in a respectful and consistent way that builds trust and values the contributions of others



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

- Well-developed strategic and critical thinking combined with sound and timely actions and decisions
- The post-holder is expected to maintain the highest level of confidentiality and discretion at all times during the course of their work.