



Job description

Title	Team Leader: Transport Planning
Number	
Group	Infrastructure
Division	Transportation
Reports to	Manager: PACE
Direct reports	Principal Planner: Transport, Principal Transport Modeller, Senior Transport Planner
Date	[Date the position description finalised/issued]

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

Job purpose

The primary purpose of this role is to lead the Transport Planning, Investment and Transport Modelling functions to support the wider transport network within Tauranga by leading project design from concept through to detailed design inclusive of associated business case processes involving, but not limited to, optioneering and option assessment.

A particular focus will be on the ongoing development of the delivery model, funding from the Crown, development of the transport programme of activities and providing the transport planning functions to projects that are being scoped and developed to ensure that projects support an integrated, safe, sustainable and efficient transport system that meets the needs of communities and business now and in the future.

Key outcomes

The team are supported, developed and enabled to deliver.	<ul style="list-style-type: none">• Provide quality leadership, support and development for your team.• Effectively lead the team to develop and deliver agreed programmes and services.• Role model and embed a strong customer service ethic.
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<p>Transport Projects and programmes are designed and developed efficient/y, effective/y and applying best practice.</p>	<ul style="list-style-type: none"> • Lead the development and delivery of best practice transport programme and projects including business cases across for Tauranga. • Lead TCC's input, in coordination with the Transport Activity Manager and external agencies like Waka Kotahi and BOPRC, to develop integrated multi-party transport programme and projects including business cases across Tauranga.
<p>Planning and Programming is future focused aligned to TCC long term plans.</p>	<ul style="list-style-type: none"> • Identify all transport projects required to meet community needs in Council's planning period and ensure they are scoped, costed and programmed in appropriate timeframes in the Annual Plan, Long Term Plan, 30-year Infrastructure Strategy, Regional Land Transport Plan and National Land Transport Programme. • Manage the modelling of the future demands on the TCC transportation system. • Lead and manage the concept design and approval processes (e.g. business case funding) for transport projects for handover to the delivery arm for detailed design and physical delivery in a timely manner.
<p>Professional relationships are developed, maintained and leveraged to achieve business goals.</p>	<ul style="list-style-type: none"> • Collaborate with key internal stakeholders to ensure a coordinated approach to the management, planning and development of the City's transportation system. • Collaborate with key external stakeholders such as NZTA and BOPRC to ensure a coordinated approach is taken to multi-party projects and initiatives.

The job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential	Desirable
<ul style="list-style-type: none"> • A degree in Transport Planning or Civil Engineering or similar. • Experience in developing complex multi-modal transport programmes, 	<ul style="list-style-type: none"> • Chartered Professional Engineer • Experience in the local government environment and developing Long Term Plan programmes of work.

<p>projects and business cases at a corridor, city or sub-regional level.</p> <ul style="list-style-type: none"> • Broad understanding of all transport modes including planning for mode shift away from single occupancy vehicles. • Clear understanding of transport funding mechanisms at a local and national level. • Proven ability to effectively manage multiple complex projects concurrently from planning through to handover for delivery. • Proven people leader skills with the ability to develop others and create shared clarity. • Experience in developing operational and capital expenditure budgets. • Strong interpersonal and organisational skills. 	<ul style="list-style-type: none"> • Experience with Waka Kotahi funding processes, Regional Land Transport Plans and National Land Transport Programme development. • Experience in how transport is an enabler of broader urban development outcomes. • Experience managing the early stages of planning for capital programmes and projects ie project design phases (concept through to detailed design) and business case.
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Here to make Tauranga better



WHANAKE TE TAI

Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections