

Job Title	Range	Development Route	Main Duties	Level A (Developing)	Level B (Practising)	Level C (Accomplished/Expert)
Public Transport Planner	Range 4	Professional qualification. Experience of working in a transport role, planning and delivering sustainable transport projects OR relevant transferrable skills and/or experience Commitment to obtaining recognised transport accreditation	See Job Profile for full duties. Main duties include: <ul style="list-style-type: none"> Supporting the delivery of quality public transport services in Medway by providing specialist technical and administrative support for the Bus Service Improvement Plan (BSIP) and Enhanced Partnership (EP) outputs, including the successful operation of Chatham Waterfront Bus Station. Coordinating the continued development, review, and delivery of the Local Transport Authority's (LTA) BSIP 	Salary: £32,378	Salary: £35,432	Salary: £38,483
				<p>Requirements at this level:</p> <p>Qualifications</p> <ul style="list-style-type: none"> Educated to GCSE, BTEC, NVQ level 3 or equivalent qualification. Full driving licence valid for use in the UK. <p>Knowledge</p> <ul style="list-style-type: none"> Demonstrable knowledge of Medway's Bus Service Improvement Plan (BSIP) and Enhanced Partnership (EP) with bus operators and other local stakeholders, including local bus services operating within and outside of Medway. 	<p>Requirements at this level in addition to level 4A:</p> <p>Qualifications</p> <ul style="list-style-type: none"> Commencement of recognised public transport accreditation. <p>Knowledge</p> <ul style="list-style-type: none"> Demonstrable practical and procedural knowledge of the technical and professional aspects of public transport. Knowledge of public transport legislation and national operating environment. Detailed understanding of national policy 	<p>Requirements at this level in addition to level 4A and 4B:</p> <p>Qualifications</p> <ul style="list-style-type: none"> Completion of recognised public transport accreditation Other relevant evidence relating to formal training in the operation and design of the service area and/or the completion of appropriate public transport accreditation. <p>Knowledge</p> <ul style="list-style-type: none"> Ability to demonstrate the practical and/or procedural knowledge in a specialist area, as well as the ability to turn theoretical knowledge into practical applications, or an equivalent level of

			<p>and EP, reporting back progress to the Department for Transport (DfT) and other key stakeholders, as applicable.</p> <ul style="list-style-type: none"> • Providing support to the governance structure of the BSIP/EP (e.g., EP Steering Group). • Build and support the partnership with local bus operators and other stakeholders, including negotiating with these groups to ensure their commitment to the funding and delivery of the BSIP/EP. • Work with bus operators (commercial and tendered) to ensure that local people have access to an effective, user-friendly and 	<ul style="list-style-type: none"> • Knowledge of public transport policies and associated obligations, both nationally and locally. For example, the National Bus Strategy, Manual for Streets and LTN1/20. <p>Experience</p> <ul style="list-style-type: none"> • Demonstrable experience of working in a transport role in a local authority, public body or similar organisation, including political awareness, partnership working and best value principles. • Practical experience of the production of public transport information and delivering consultation and engagement. <p>Skills</p> <ul style="list-style-type: none"> • Ability to work within recognised Public Transport procedures 	<p>guidance in relation to public transport, such as the National Bus Strategy and Bus Service Improvement Plan.</p> <p>Experience</p> <ul style="list-style-type: none"> • Relevant practical experience in public transport or a related field • Demonstrable experience of providing general information, advice and guidance on established internal procedures in relation to the sustainable transport remit. • Demonstrable experience of integrating public transport with other modes of transport, such as rail, cycling and walking, including the design and delivery of bus priority measures. • Demonstrable experience of ensuring 	<p>organisational, procedural and policy knowledge (this would normally equate to graduate level or the equivalent considerable experience).</p> <p>Experience</p> <ul style="list-style-type: none"> • Experience of planning, delivering and evaluating sustainable transport projects, campaigns and initiatives. • Evidence of the successful delivery of public transport schemes and initiatives arising from new development proposals. • Evidence of monitoring the impact of public transport schemes and initiatives including route and area check tools to assess the quality of designs. • Experience of leading bus workshops and/or bus operator meetings and
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			<p>integrated bus network.</p>	<ul style="list-style-type: none"> • Ability to make decisions and respond independently to unexpected problems and situations within the team. • Ability to deal with considerable levels of work-related pressure • Ability to undertake repeated manual calculations 	<p>that continuous improvement is maintained within the service area.</p> <p><u>Skills</u></p> <ul style="list-style-type: none"> • Undertakes work that requires a range of imaginative solutions and responses and involves application of fresh and innovatory thinking within the sustainable transport team. • Developed communication skills with the ability to present complex and/or sensitive information in an understandable way e.g. emails, correspondence, presentations. • Ability to work within recognised procedures and respond independently to problems where there are no recognised 	<p>organising and running events.</p> <p><u>Skills</u></p> <ul style="list-style-type: none"> • Ability to analyse and interpret varied and complex information, and able to develop solutions and strategies which take several months up to a year to formulate. • Ability to develop, promote and implement national, regional and local transport policy with specific regard to Bus Service Improvement Plans and Enhanced Partnerships. • Ability to handle cash, process cheques, invoices where care and accuracy are important. • Be accountable for small expenditures from an agreed budget or income • Ability to provide general information, advice and guidance on established
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