

# Job specification



**Job title:** Senior Transport Planner  
**Service:** Planning and Transport Policy  
**Grade:** G9  
**Reporting to:** Team Leader – Transport Policy

## Your job

This exciting role is at the heart of the council's agenda for growth and regeneration. You will help ensure that the council has the right transport policies and plans and that the role of transport in influencing the location and form of development is strengthened within Wigan Council and across the borough, liaising with and influencing the full range of stakeholders.

You will work closely with the Development Management Service to help them approve planning applications that are right for Wigan Borough, within the statutory timeframes.

You will work with colleagues across the Directorate, the council, Greater Manchester and at partner organisations, to help accelerate the delivery of housing, economic development and transport infrastructure and services, and help improve air quality.

The Council is committed to complying with the European General Data Protection Regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection Regulations.

## In this job you will

On an ongoing basis you will:

- Provide appropriate advice and technical assessment of planning applications in respect of highways and traffic implications to ensure the provision of an appropriate standard of transportation infrastructure to service new development.
- Negotiate with developers to secure funding for the provision of suitable transport infrastructure to mitigate the adverse impact of developments on the highway.
- Liaison with Private Developers, Statutory Bodies, TfGM, other Districts and Council Departments and the general public.
- The provision of highway and transportation advice on land use allocations.
- To assist in the development of specific highway development schemes and policies in relation to traffic management, highway development control and parking.
- Contribute to the development of the Transport Strategy for the borough, the Wigan Local Plan and the revised Greater Manchester Transport Strategy and sub-strategies as applicable.
- Contribute to the development and monitoring of transport policy matters in the borough, in liaison with other teams within the Council and with TfGM.
- Undertake community and stakeholder engagement as part of strategy, plan and policy preparation and ensure it is recorded, assessed and acted upon.

- Contribute on transport planning matters to strategic funding bids, the delivery of major transport projects and other initiatives that will help accelerate the delivery of new homes and create/maintain great places.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules.

## In this job you will need

You must be able to demonstrate the following essential requirements: -

- A degree or equivalent in town planning, transport planning or related professional discipline and a be a member of / or working towards membership of the Royal Town Planning Institute, Chartered Institute of Highways and Transportation, Transport Planning Society or other equivalent professional body.
- Able to apply a good knowledge and understanding of the legal, regulatory, policy, resource and political framework within which transport planning and travel planning works and of their roles and opportunities within Wigan Borough
- Have the ability to negotiate with private developers, statutory undertakers and key stakeholders.
- To be proactive in tackling issues around transport across all modes to help deliver growth and housing, improve places and support healthier lifestyles.
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- Able to work in–depth on complex transport plans, assessments and policies, to observe, research, investigate, analyse, appraise and solve problems, with good numeracy and statistical analysis skills.
- Possess the skills, knowledge and ability to apply relevant tools and techniques in transport planning, including on transport modelling, and travel planning.
- Self-organised with good project management skills, able to work well alone on complex tasks with minimum supervision to see things through and meet deadlines.
- An effective and concise communicator in written, spoken, graphic and multi-media forms, who listens actively, tailors communications to the audience, manages misinformation and shares information.
- Able to work well in partnership and collaboratively on complex matters, with other disciplines within the council and across organisational boundaries, and with community groups and representatives, to advance the borough’s best interests.
- A valid driving license and the ability to travel efficiently and effectively across the borough from time to time to undertake on site duties.
- Have excellent decision making skills and ability to break down technical problems or issues.

## Our culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **Team Wigan** behaviours.

**Be Positive... take pride in all that you do**

**Be Accountable... be responsible for making things better**

**Be Courageous... be open to doing things differently**


**Be Kind... be helpful, generous and thoughtful towards yourself and others**


**#TeamWiganDeal**


## Together we will


Deliver Deal 2030, working alongside our communities to make Wigan Borough an amazing and inclusive place to live and work, building a better future.

### We will


 Genuinely care for you and your wellbeing.

 Champion a culture that inspires you to thrive.


 Listen and engage with you to bring your ideas to life.


 Celebrate your contribution and support you to reach your goals and aspirations.

### I will

 Look after my wellbeing and be kind to myself and others.

 Work with others across #TeamWigan to be courageous, innovative and embrace technology.

 Share my ideas and be accountable for making things happen.

 Own my development and let my passion and positivity shine through.