

Role Description

Senior Transport Network Planner



Cluster	Transport
Agency	Sydney Metro
Division/Branch/Unit	Operations, Customer & Place-making / Customer & Service Planning
Location	680 George Street, Sydney and other site locations
Classification/Grade/Band	Grade 8
Role Number	50006132
ANZSCO Code	232611
PCAT Code	1229191
Date of Approval	July 2019
Agency Website	www.sydneymetro.info

Agency overview

Sydney Metro is leading Australia's biggest public transport infrastructure program, developing and delivering a new world-class metro railway system for Sydney.

As a new NSW Government statutory authority, Sydney Metro has been tasked with developing and delivering metro railways, and managing their operations. Sydney Metro also leads the development of vibrant station precincts to meet customer and community needs, transforming the way Sydney travels and helping shape the future of Australia's largest city.

Primary purpose of the role

The primary purpose of the role is to support Sydney Metro's Transport Planning team through providing evidence based analytical support services, technical knowledge and advice on issues relating to integrated transport and land use planning and network performance that both aids the successful delivery of the Sydney Metro program and its contribution to a world class product. The role also ensures that Transport for NSW's strategic directions are informed by and in turn can influence and integrate with other government initiatives, such as strategic land use plans, land release, and place-making and precinct plans, and planned changes to other transport infrastructure and services.

Key accountabilities

- Live the NSW Public Sector and organisational values to achieve outstanding outcomes for the organisation and customers
- Coordinate Transport for NSW's engagement with intergovernmental transport and planning groups and work to align Transport for NSW goals with other State Agencies and Local Government objectives to achieve a coordinated approach to achieving optimum outcomes
- Undertake negotiations to ensure both agency and wider Transport for NSW plans, priorities and goals are understood in inter-jurisdictional processes and can be accommodated within whole of Government plans

- Provide strategic multi-modal transport planning advice to help inform and review design submissions, technical assessments, plans, strategies, proposals and recommendations being discussed or decisions taken at meetings
- Provide timely analysis of data, review of evidence, evaluation of options and development of solutions to help inform and address issues both within the transport industry and across interconnected activities
- Coordinate, communicate and help manage risks and escalate issues arising from State Agency or Local Government partnerships
- Collaborate in the preparation of critical transport documentation, including but not limited to strategies and planning inputs, presentations, studies, traffic and transport assessments, with other members of Sydney Metro and other stakeholders
- Support the preparation of briefs for passing through to the Secretary, regular standing committees and the Minister, as required, and research and draft responses to Ministerial correspondence and requests for information

Key challenges

- Delivering credible, consistent, customer-focused product outcomes for the Sydney Metro program that reflects Government objectives and identifies key priorities and strategies to meet transport and land use needs.
- Ensuring transport outcomes are informed by robust analysis, reviews and appropriate modelling of changes in land use and employment patterns, transport demand, improved customer outcomes, value for money, and other relevant variables
- Keeping abreast of current and emerging best practice, Government policy and statutory requirements

Key relationships

Who	Why
Internal	
Senior Manager	<ul style="list-style-type: none"> • Escalate issues, keep informed, advise and receive instructions • Provide regular updates on key projects, issues and priorities
Functional and work stream teams	<ul style="list-style-type: none"> • Work cooperatively within functional and project based teams, exchange information and assist other team members to achieve team objectives and work outcomes • Provide specialist transport planning assistance
External	
TfNSW and other Transport Operating Agencies	<ul style="list-style-type: none"> • Build collaborative working relationships to support the delivery of Sydney Metro program outcomes • Ensure a consistent and integrated approach to all aspects of transport services planning and delivery across Greater Sydney
Service providers and contractors, local councils and businesses, adjacent developers, government agencies, professional engineers and associations and regulators	<ul style="list-style-type: none"> • Build collaborative working relationships • Represent Sydney Metro on committees, working parties and related forums and advocate the position of Sydney Metro and Greater Sydney in line with strategic and business plans

Role dimensions

Decision making

The role operates with a high level of autonomy within the requirements of the agreed work plan and establishes strategic operational priorities in consultation with the Senior Manager. The position holder is expected to deliver assigned tasks and projects on time and at or below budget and is fully accountable for the quality, integrity and accuracy of expert advice provided

Reporting line

Sydney Metro operates under a matrix reporting model across functional and project implementation groups, or customer and product project based work streams

The role reports to the Senior Manager Transport Planning/Advisory.

Direct reports

The role has no direct reports

Budget/Expenditure

The budget/expenditure allocation for the role will be confirmed.

Essential requirements

Tertiary qualification or equivalent experience in a relevant field such as urban planning, engineering or geography, with a transport focus

Working knowledge and experience in the application and review of static and transport simulation modelling outputs to inform design and identify network based trends.

Sound record of achievement in strategic planning in transport fields for major infrastructure and proven ability in the application of TfNSW evaluation techniques, or equivalents, for measuring modal based transport network benefits and performance

Up to date knowledge of NSW Government's transport planning objectives and initiatives and proven ability to review and provide advice on modal strategies and impacts to achieve better customer outcomes and transport best practice

Up to date knowledge of transport planning issues, trends and best practice, and NSW Government's overall transport planning and land use planning objectives and initiatives





Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework

Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework

Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Intermediate
	Act with Integrity	Adept
	Manage Self	Intermediate
	Value Diversity	Intermediate
 Relationships	Communicate Effectively	Adept
	Commit to Customer Service	Adept
	Work Collaboratively	Adept
	Influence and Negotiate	Adept
 Results	Deliver Results	Adept
	Plan and Prioritise	Adept
	Think and Solve Problems	Adept
	Demonstrate Accountability	Adept
 Business Enablers	Finance	Intermediate
	Technology	Adept
	Procurement and Contract Management	Adept
	Project Management	Adept

Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Personal Attributes Act with Integrity	Adept	<ul style="list-style-type: none"> • Represent the organisation in an honest, ethical and professional way and encourage others to do so • Demonstrate professionalism to support a culture of integrity within the team/unit • Set an example for others to follow and identify and explain ethical issues • Ensure that others understand the legislation and policy framework within which they operate • Act to prevent and report misconduct, illegal and inappropriate behaviour
Relationships Communicate Effectively	Adept	<ul style="list-style-type: none"> • Tailor communication to the audience • Clearly explain complex concepts and arguments to individuals and groups • Monitor own and others' non-verbal cues and adapt where necessary • Create opportunities for others to be heard • Actively listen to others and clarify own understanding • Write fluently in a range of styles and formats

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Relationships Commit to Customer Service	Adept	<ul style="list-style-type: none"> Promote a culture of quality customer service in the organisation Initiate and develop partnerships with customers to define and evaluate service performance outcomes Promote and manage alliances within the organisation and across the public, private and community sectors Liaise with senior stakeholders on key issues and provide expert and influential advice Identify and incorporate the interests and needs of customers in business process design Ensure that the organisation's systems, processes, policies and programs respond to customer needs
Relationships Work Collaboratively	Adept	<ul style="list-style-type: none"> Encourage a culture of recognising the value of collaboration Build co-operation and overcome barriers to information sharing and communication across teams/units Share lessons learned across teams/units Identify opportunities to work collaboratively with other teams/units to solve issues and develop better processes and approaches to work
Results Deliver Results	Adept	<ul style="list-style-type: none"> Take responsibility for delivering on intended outcomes Make sure team/unit staff understand expected goals and acknowledge success Identify resource needs and ensure goals are achieved within budget and deadlines Identify changed priorities and ensure allocation of resources meets new business needs Ensure financial implications of changed priorities are explicit and budgeted for Use own expertise and seek others' expertise to achieve work outcomes
Results Plan and Prioritise	Adept	<ul style="list-style-type: none"> Take into account future aims and goals of the team/unit and organisation when prioritising own and others' work Initiate, prioritise, consult on and develop team/unit goals, strategies and plans Anticipate and assess the impact of changes, such as government policy/economic conditions, on team/unit objectives and initiate appropriate responses Ensure current work plans and activities support and are consistent with organisational change initiatives Evaluate achievements and adjust future plans accordingly
Results Demonstrate Accountability	Adept	<ul style="list-style-type: none"> Assess work outcomes and identify and share learnings to inform future actions Ensure that actions of self and others are focused on achieving organisational outcomes Exercise delegations responsibly Understand and apply high standards of financial probity with public monies and other resources Identify and implement safe work practices, taking a systematic risk management approach to ensure health

Group and Capability	Level	Behavioural Indicators
Business Enablers Project Management	Adept	<ul style="list-style-type: none"> and safety of self and others • Conduct and report on quality control audits • Identify risks to successful achievement of goals, and take appropriate steps to mitigate those risks
		<ul style="list-style-type: none"> • Prepare clear project proposals and define scope and goals in measurable terms • Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements • Prepare accurate estimates of costs and resources required for more complex projects • Communicate the project strategy and its expected benefits to others • Monitor the completion of project milestones against goals and initiate amendments where necessary • Evaluate progress and identify improvements to inform future projects