Cumberland Council

Post Specification

Date	**March 2026**
Post Group Number	**6347**
Post Title	**Infrastructure Planning Officer – Active Travel**
Job Family	**Regulation & Technical**
Job Family Role Profile	**RT13**
Final Grade	**13**

To be read in conjunction with the job family role profile

Service Area description
To undertake active travel infrastructure planning to inform Local Transport Plans, /school organisation strategies and projects, identify the active travel infrastructure requirements for major developments and programmes, and to support economic development opportunities.
Purpose of this post
To provide technical advice, project management and support in the development of active travel infrastructure and regeneration schemes, contributing to infrastructure plans and strategies and enabling delivery of infrastructure to support economic growth within Cumberland.
Key job specific accountabilities
1. To fulfil the Council's responsibility as a statutory consultee for Highways and Transport on developments, and in the preparation of the Local Transport Plan, Local Plans and planning applications in relation to active travel interventions. 2. Undertake activities associated with the development of active travel infrastructure projects, plans and strategies, and manage, monitor and report on implementation of policies and programmes. 3. Provide professional advice and evidence on active travel matters to help enable delivery of infrastructure improvements, and guidance to colleagues in respect of specifications and standards for active travel infrastructure schemes and projects. 4. To identify, access and develop plans for infrastructure improvements within the Cumberland area that will support economic growth and health and wellbeing, in line with Council priorities. 5. Plan and organise work / projects to ensure delivery to given timescales and budgets and prepare monitoring and progress reports for colleagues and members. 6. Take part in the effective liaison with internal and external stakeholders as part of the delivery of projects and initiatives. 7. To undertake other duties as may be required within the general scope of the post and commensurate with the grade.
Please note annual targets will be discussed during the appraisal process
Key facts and figures of the post

Budget Responsibilities	• Some responsibility for project budget management and contribution to securing income and contribute to monitoring expenditure and income.

Staff Management Responsibilities	• None
Other	• None

Essential Criteria - Qualifications, knowledge, experience and expertise

- An appropriate professional qualification or degree in a relevant discipline.
- Relevant experience of active travel infrastructure planning and project development in the context of the economic growth and health agendas.
- Project and stakeholder management experience within a similar role.
- A demonstrable propensity to undertake specific professional development and training on critical knowledge areas as identified by the Programme Manager.

Disclosure and Barring Service – DBS Checks

- This post does not require a DBS check

Job working circumstances

Emotional Demands	• Minimum Exposure
Physical Demands	• Normal effort required
Working Conditions	• Hybrid working with some travel in Cumbria

Other Factors

- To model and display the corporate standards of behaviour.