

Appendix 1 TPP Competence Requirements

In this Appendix, the Competencies are listed in their revised order (P1 to P3, then T1 to T10).

Professional (previously Management) Skill Units

<i>Original</i>	<i>Revised</i>
B1 Leadership	P1 Leadership
<p>Candidates need to demonstrate Proficiency in the following:</p> <ul style="list-style-type: none"> • Planning, negotiating, resourcing and securing agreement to the development of a project, using appropriate contractual arrangements where necessary. • Planning, budgeting, organising, directing and monitoring tasks and resources that contribute to the delivery of a project. Planning and taking corrective action when the need arises. • Exercising leadership over the contributions of other technical staff. • Organising and leading teams and managing staff resources effectively • Identifying the training needs of others; helping to develop and review the training plans for subordinates team and individual needs, and planning for their development. • Contributing to the implementation of quality systems and helping to gain the acceptance of subordinates to them promoting quality within teams and across your organisation. • Helping to develop working practices that promote safety and securing the compliance of subordinates. • Understanding how continuous improvement in service delivery can be secured, and implementing measures to help bring this about. • Being aware of the implications of the management imperatives and systems of the organisation, and being able to apply these in the team environment. • Understanding the ingredients of effective teams, applying and monitoring some measures in the workplace that improve performance. 	<p>Candidates must demonstrate Proficiency in the following:</p> <ul style="list-style-type: none"> • Planning, negotiating, resourcing and securing agreement to the development of a project, using appropriate contractual arrangements and change control where necessary. • Planning, budgeting, organising, directing and monitoring tasks and resources that contribute to the delivery of a project. • Organising and leading teams and managing staff resources effectively, working as required with colleagues from disciplines other than transport planning. • Identifying team and individual needs, and planning for the professional development of each individual and the team as a whole. • Motivating yourself and others to improve personal performance. • Contributing to the implementation of quality systems, and promoting quality within teams and across teams. • Challenging the approaches adopted, and conclusions reached, by others. Also, encouraging others to similarly challenge their own and other's work.

<i>Original</i>	<i>Revised</i>
B2 Communication and Collaboration Skills	P2 Communications and Collaboration
<p>Candidates need to demonstrate Proficiency in the following:</p> <ul style="list-style-type: none"> • Communicating fluently in written and oral expression with a wide range of other people, in English. • Participating in focussed discussions about technical matters. • Preparing and presenting technical reports to senior personnel and to the public. • Presenting, responding to and discussing ideas using a range of communication methods. • Understanding the principles of client and customer care. • Understanding negotiating skills and having experience of their application. • Being able to resolve conflict in the workplace. • Understanding the motivation of others, and the factors that influence your own performance. • Being able to counsel others in a sensitive manner. • Playing an active part in building and maintaining an effective team environment. • Identifying collective goals and responsibilities. • Issuing clear and accurate instructions to subordinates. 	<p>Candidates must demonstrate Proficiency in the following:</p> <ul style="list-style-type: none"> • Communicating in English with others at all levels, both verbally and in the written form. • Preparing communications, documents, and reports on complex matters for technical and non-technical audiences. • Presenting, responding to, and discussing ideas using a range of communication methods. • Developing positive working relationships. • Practising good client and customer care • Conducting negotiations and bringing them to a successful conclusion. • The ability to resolve conflict in the workplace. • The ability to counsel others in a sensitive manner. • Being sensitive to the needs of stakeholders from diverse backgrounds.

<i>Original</i>	<i>Revised</i>
B3 Personal Commitment to Professional Standards and the Profession	P3 Personal Commitment to Professional Standards and the Profession
<p>Candidates need to demonstrate Proficiency in the following:</p> <ul style="list-style-type: none"> • Understanding and complying with professional Codes of Conduct. • Working constructively within all relevant legislative and regulatory frameworks, including social and employment legislation. 	<p>Candidates must demonstrate Proficiency in the following:</p> <ul style="list-style-type: none"> • Working constructively within all relevant legislative and regulatory frameworks, including social and employment legislation. • Understanding and complying with the Code of Conduct of your professional body. • Exercising initiative and personal responsibility as a team member and/or leader. • Identifying and taking ownership of personal obligations for health, safety, and welfare issues, and for those of colleagues. • Developing own CPD plans and pursuing involvement in activities that demonstrate on-going development of competence and knowledge exchange with others. • Demonstrating that such CPD plans have been regularly reviewed and assessed to ensure that the activities undertaken have achieved the intended learning outcome. • Demonstrating a commitment to the professional development of others. • Providing a professional view on transport planning matters within the wider context of social, environmental, and economic goals. • Maintaining, at all times, a high level of professional and ethical conduct in transport planning. • Involvement in activities aimed at promoting the profession (e.g. supporting skills, webinars, seminars and conferences, professional institution activity).

<i>Original</i>	<i>Revised</i>
A1 The Policy Context	T1 The Policy Context
<p>This unit covers the policy and administrative framework within which transport schemes are developed, financed, assessed, monitored and reviewed. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • planning transport projects in line with current national, regional and local policies, assessing the impact of these policies on transport policies, plans, projects and services. • contributing to the development of financing arrangements for transport schemes including the identification of appropriate types of finance. • contributing to the development or assessment of transport policy relating to local, regional or national transport. • monitoring and reviewing the performance of transport projects in the context of national, regional and local policies, including: <ul style="list-style-type: none"> - assessing their performance relative to the appropriate policy framework; - identifying possible and emerging policies that might impact on them. 	<p>This unit covers the policy context within which transport policies, plans and schemes are developed, financed, assessed, monitored, and reviewed, as well as the interrelationship between transport and wider land-use, economic, social, and environmental policies, whether in their development or application.</p> <p>The Reviewers might seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <ul style="list-style-type: none"> • working within a transport and wider policy context at different spatial scales (for example, at a local, regional and/or national level), appropriate to the setting in which you practice transport planning. • contributing to the development and/or assessment of transport policy at the local, regional, or national level. • helping to support the development and/or delivery of wider policy. • planning transport projects in line with current national, regional, and local policies, and/or assessing the impact of non-transport policy on transport policies, plans, schemes, and services. • using policy and objectives in providing a high-level framework for option development, as well as in appraisal, sifting, prioritisation and programming, and in monitoring and reviewing the performance of transport policies and programmes. • using policy and objectives in the development of appropriate financing arrangements for transport schemes. • reflecting in your work how changes in policy may influence the development and use of transport, and how policy itself is influenced and can be influenced by developments and/or emerging

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<i>Original</i>	<i>Revised</i>
A2 Laws and Regulations	T2 Laws and Regulations
<p>This unit covers the framework of laws, regulations and guidance within which transport planners work. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • equality and disability discrimination laws and regulations • health and safety laws and regulations • regulatory transport requirements • environmental impact regulations • planning laws and regulations <p>in planning and designing transport policies, plans, projects, and services, taking note of best practice.</p>	<p>This unit covers the frameworks of laws, regulations and guidance within which transport planners work. The Reviewers might seek to assess your competence and ability to work creatively in:</p> <ul style="list-style-type: none"> • identifying, interpreting, and applying laws, regulations, and guidance, both those specific to transport and those impinging on transport from other areas of concern, which are relevant to the development of transport policies, plans, schemes, and services, and considering the implications for their delivery. • identifying appropriate guidance to follow, taking into consideration the context, nature, and scale of the intervention in hand and its impacts. • identifying and seeking to address important ambiguities, inadequacies, and conflicts in the current frameworks. • constructively challenging the interpretation and application of guidance to better reflect the strategic objectives underlying transport interventions, identify, make transparent and address uncertainty; and use resources more efficiently.

<i>Original</i>	<i>Revised</i>
A3 Data	T3 Data

<p>This unit covers the collection, retrieval, analysis and interpretation of data for use in the development and assessment of transport policies, plans, projects and services. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • using existing sources of data, including the identification, assessment, extraction, analysis, and interpretation of relevant existing data sets. • managing traffic and transport surveys, including designing and undertaking the surveys and initial processing of the data, to provide a clean data set ready for use. • analysing, interpreting and reporting transport survey data, including selection of appropriate software and the assessment of data quality and accuracy relative to its intended application. 	<p>Candidates must demonstrate Proficiency in this unit, which covers the collection, retrieval, analysis and interpretation of data for use in the development and assessment of transport policies, plans, schemes and services. Data which informs transport planning analysis is not confined to traffic and transport data but encompasses economic, social and environmental data (both qualitative and quantitative), reflective of factors influencing, and influenced by, the transport system and its use.</p> <p>The Reviewers might seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <ul style="list-style-type: none"> • using existing sources of data, including the identification, assessment, extraction, analysis and interpretation of relevant existing data sets (qualitative and quantitative) • managing the selection, design and application of methods for data collection and the processing of the data, to provide a clean data set ready for use and of known quality • analysing, interpreting and reporting on data, including selection of appropriate software and the assessment of data quality and accuracy relative to its intended application • specifying and applying analytical techniques suitable to the data available and in turn interpreting and reporting on the analysis • considering the new sources of data (qualitative and quantitative) now emerging, particularly through new technology • identifying, making transparent and addressing uncertainty and limitations of the data sets you have used. <p>Since this the only mandatory Proficiency in the Technical units, its definition in relation to data is set out here:</p> <p>To demonstrate Proficiency, you should show your experience and capability to weigh up and question new and/or traditional data sources in terms of their appropriateness and limitations. In addition, to demonstrate your breadth of experience, you should give examples of working with data relating to more than one mode of transport and derived from more</p>
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<i>Original</i>	<i>Revised</i>
A4 Transport Models and Forecasting	T4 Transport Models and Forecasting
<p>This unit covers the use of traffic and transport models and related analysis techniques in the development, design and assessment of transport policies, plans and schemes. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • specifying, calibrating/estimating, validating traffic and transport models (including trip-end, distribution, and modal choice modelling) and using them in the preparation of forecasts. • specifying and applying transport analysis techniques, such as qualitative and quantitative consumer and travel behaviour research (including stated and revealed preference), cross-sectional and longitudinal analyses, GIS and spatial analyses and accessibility analysis. 	<p>This unit covers the use of the different methods of transport forecasting and modelling and related analytical techniques in the development, design and assessment of transport policies, plans and schemes. The Reviewers might seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <ul style="list-style-type: none"> • choice of an appropriate method of forecasting and sensitivity testing, in particular through a comparison of different forecasting approaches and the range of possible futures they produce • specifying and managing the delivery of a transport modelling approach, including contributing to the development of appropriate structure, input assumptions, data needs and range of required outputs • Checking, analysing, interpreting and reviewing outputs from modelling and forecasting, identifying strengths, weaknesses and gaps making them transparent • Identifying and addressing uncertainty and making it transparent both in forecasting and modelling. <p>If you have specialised in modelling a single mode of transport, particularly where Proficiency is declared, an understanding of modelling another mode or <u>another distinct modelling approach is required.</u></p>

<i>Original</i>	<i>Revised</i>
A5 Appraisal and evaluation	T5 Appraisal and evaluation
<p>This unit covers the use of assessment techniques in the evaluation of transport policies, plans and schemes:</p> <ul style="list-style-type: none"> • selecting, specifying and applying appropriate assessment techniques, including those relating to economic, safety, environmental, sustainability and financial impacts. • specifying approaches for determining robust targets against which the effectiveness and impacts of policies, plans and schemes can be monitored following implementation, and the implementation and analysis of monitoring programmes. <p>It is essential that candidates can demonstrate experience in cost benefit analyses, including the standard procedures that apply in the country in which they normally work.</p>	<p>This unit covers the use of assessment techniques in the appraisal and evaluation of transport policies, plans and schemes. The Reviewers might seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <p><i>Appraisal</i></p> <ul style="list-style-type: none"> • selecting, specifying and applying assessment techniques, including those relating to economic, safety, environmental, sustainability, land use and financial impacts, and having regard to relationships between the different techniques and their strengths and weaknesses. • making explicit the relationship between individual scheme appraisal and any relevant overall strategy. • reporting appropriate monetised impacts for inclusion in cost benefit analyses if these are used. • ensuring that non or partly monetised impacts are properly and robustly represented in any appraisal, for example social distribution, climate change, placemaking and respect for local communities. • making explicit and transparent the levels of uncertainty in appraisal and how these should influence decision making. <p><i>Evaluation</i></p> <ul style="list-style-type: none"> • specifying approaches for determining robust criteria against which the effectiveness and impacts of policies, plans and schemes can be monitored following implementation. • the implementation and analysis of monitoring and evaluation programmes, both qualitative and quantitative. • using findings from monitoring and evaluation to improve appraisal and decision making.

<i>Original</i>	<i>Revised</i>
A6 Stakeholder Engagement	T6 Stakeholder Engagement
<p>This unit covers the engagement of the community and stakeholders in the development of transport policies, plans, projects and services and includes engaging with those involved and the media. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • selecting suitable techniques for programmes for community involvement in proposals for transport policies, plans, projects, and services. • planning and implementing community involvement programmes. • planning and managing stakeholder engagement programmes to obtain the views of stakeholders on transport needs and wishes, and on proposals for transport policies, plans, projects and services. • planning and managing carrying out public consultation to obtain the views on transport needs and wishes, and on proposals for transport policies, plans, projects, and services. 	<p>This unit covers the engagement of stakeholders in the development of transport policies, plans, schemes, and services. Effective engagement involves communicating ideas, obtaining knowledge, understanding perspectives and building consensus. The Reviewers will seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <ul style="list-style-type: none"> • engaging a wide range of stakeholders, including local authority officers and members, regional and national government bodies, transport operators, statutory consultees, special interest groups, private sector businesses and organisations, the media, third sector organisations, community groups and members of the public. • selecting, implementing and managing suitable engagement techniques at the right time and for different circumstances (e.g. stakeholder meetings, workshops, interviews, surveys, focus groups, community and public consultation events and programmes). • using stakeholder feedback and information to shape and inform your projects. • applying good verbal and written communication skills, including the production of suitable materials to support engagement activities. • minimising bias in the engagement process. • understanding the strengths and weaknesses of different engagement approaches for different stakeholder types and circumstances. • using digital technology and social media to maximise participation and engagement. • demonstrating your ability to be empathetic: not to reject the validity of views which differ from your own, but understand and acknowledge them and communicate readiness to do this to those involved.

<i>Original</i>	<i>Revised</i>
A7 Developing strategic and master plans for transport	T7 Developing strategic and master plans for transport
<p>This unit covers the development of transport plans for the medium to longer term. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • recognising the need to achieve the desired contribution to economic, social and environmental sustainability, locally and nationally. • determining the resources required for the implementation of plans. • preparing appropriate implementation programmes. • liaising with relevant organizations, taking account of their views and interests. 	<p>This unit covers the development of local, regional or national transport plans covering multiple modes for the medium to longer term and the transport inputs to masterplans for specific sites or geographic areas. The Reviewers might seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <ul style="list-style-type: none"> • recognising the principal interrelationships between all transport modes, economic activity, land use and the environment (local, national and global) in the development of such plans • recognising the need to achieve the desired contribution to economic, social and environmental sustainability, locally and nationally • preparing appropriate delivery programmes and considering the resources required to implement them • liaising with relevant organisations, taking account of their views and interests • balancing local and strategic objectives and generating proposals which seek to reconcile them.

<i>Original</i>	<i>Revised</i>		
A8 Applying the principles of transport systems design	T8 Applying the principle of transport system design		
<p>This unit covers the principal characteristics of transport systems and their relationship with integrated transport, accessibility, security, and health and safety, taking account of:</p> <ul style="list-style-type: none"> the needs and wishes of the users, and of other interested parties; their potential and desired contribution to achieving economic, social, and environmental sustainability, locally and nationally. planning and designing transport systems to feasibility study level. planning and designing for integrated transport to provide for ready interchange between different modes or systems to provide efficient transport services for people and goods. planning and designing for accessible and secure transport to ensure that transport systems are readily accessible and are perceived to provide a high level of personal security. the delivery of transport schemes, from initial concept through to operation. <p>The principal types or aspects of transport systems in relation to which the appropriate competence level can be demonstrated include:</p> <table border="1"> <tr> <td> <ul style="list-style-type: none"> highways streetscape design traffic management, calming and control road safety traffic and parking information systems cycling walking (pedestrians) parking taxis </td><td> <ul style="list-style-type: none"> buses intermediate public transport voluntary and community transport light rail rail airports freight traffic and distribution ports </td></tr> </table>	<ul style="list-style-type: none"> highways streetscape design traffic management, calming and control road safety traffic and parking information systems cycling walking (pedestrians) parking taxis 	<ul style="list-style-type: none"> buses intermediate public transport voluntary and community transport light rail rail airports freight traffic and distribution ports 	<p>This unit covers the application of system design to the development of transport interventions, in the context of integrated and interrelated networks and the impact of both established and emerging technologies, taking into account:</p> <ul style="list-style-type: none"> the requirements and experience of end users. the requirements of wider stakeholders, operators, and transport authorities. the potential and desired contribution to achieving economic, social, and environmental sustainability, locally and nationally. the achievement of accessibility, security and health and safety objectives. the strengths and weaknesses of different systemic approaches including their flexibility in the face of rapid change. the need to plan and design transport systems to feasibility study level and the data required. the need for integrated transport to provide ready interchange between different modes or systems to provide efficient transport services for people and goods. emerging trends in technology for vehicles, infrastructure, systems which substitute for travel, and user interfaces. how transport system design relates to land use and vice versa. how to best deliver transport systems, from initial concept through to operation.
<ul style="list-style-type: none"> highways streetscape design traffic management, calming and control road safety traffic and parking information systems cycling walking (pedestrians) parking taxis 	<ul style="list-style-type: none"> buses intermediate public transport voluntary and community transport light rail rail airports freight traffic and distribution ports 		

<i>Original</i>	<i>Revised</i>
A9 Travel Planning	T9 Changing Travel Behaviour
<p>This unit covers the identification and promotion of sustainable travel options and promoting them to individual transport users to improve economic, social and environmental sustainability. The Reviewers might seek to assess your competence in:</p> <ul style="list-style-type: none"> • planning, designing and implementing travel awareness, travel planning and behaviour management programmes to increase travel awareness and to achieve change in travel behaviour. • preparing and implementing marketing and travel information for travel planning programmes, including travel marketing and information campaigns that form a part of a travel planning programme. 	<p>This unit covers the planning, design and implementation of targeted approaches, often alongside other interventions, to changing travel behaviour as a means of contributing to economic, social and environmental sustainability.</p> <p>The Reviewers might seek to assess your competence and ability to work creatively and follow the principles of constructive challenge in:</p> <ul style="list-style-type: none"> • developing and delivering initiatives which influence whether, when, how and where people choose to travel, identify the opportunities and barriers to doing so, and using information and promotion to help change behaviour. • implementing schemes which are most appropriate and effective in different contexts and settings and showing why that was. • identifying and securing appropriate funding streams to support delivery of such interventions, including how they can be used to support and complement large infrastructure schemes and other concurrent interventions. • monitoring and evaluation of interventions (including their respective strengths and weaknesses) in the context of wider trends, in order to understand how travel behaviour is changing and can be further changed over time.

<i>Original</i>	<i>Revised</i>
A10 Commercial and operational management of transport systems	T10 Commercial and operational management of transport systems

<p>This unit covers the operational and commercial management of transport systems and services, including specific elements of system and services:</p> <ul style="list-style-type: none"> • developing system or service management schemes for transport; • determining the statutory and advisory requirements relating to the system or service management schemes; • determining the resources required for the implementation and the continuing operation of system or service management schemes for transport; • identifying and engaging with interested parties and allow for their views and interests in system or service management schemes for transport. <p>The principal types of transport application in relation to which the appropriate competence level can be demonstrated include:</p> <table border="1" data-bbox="159 891 810 1626"> <tr> <td> <ul style="list-style-type: none"> • pedestrian and cycle routes and networks • area-wide traffic and environmental management • traffic control systems • traffic and parking information systems • transport safety • road user charging/user toll systems • area-wide on-street parking • bus network and service design • bus operations </td> <td> <ul style="list-style-type: none"> • bus location and arrival time systems • public transport fares and ticketing systems • voluntary and community transport • rail operations • transport information systems • aviation operations • road freight distribution systems • inter modal freight systems • logistics systems • enforcement systems • maintenance and asset management systems </td> </tr> </table>	<ul style="list-style-type: none"> • pedestrian and cycle routes and networks • area-wide traffic and environmental management • traffic control systems • traffic and parking information systems • transport safety • road user charging/user toll systems • area-wide on-street parking • bus network and service design • bus operations 	<ul style="list-style-type: none"> • bus location and arrival time systems • public transport fares and ticketing systems • voluntary and community transport • rail operations • transport information systems • aviation operations • road freight distribution systems • inter modal freight systems • logistics systems • enforcement systems • maintenance and asset management systems 	<p>This unit covers the operational and commercial management of transport systems and services.</p> <p>The Reviewers may seek to assess your competence and ability to work creatively in:</p> <ul style="list-style-type: none"> • developing system or service management schemes for transport as they are evolving, in a private or public context. • determining the statutory and advisory requirements relating to system or service management schemes for transport. • determining the resources required for the implementation and continuing operation of system or service management schemes for transport. • integrating the use of new and emerging technologies, to improve the effectiveness and efficiency of operational management and charging transport systems and facilities. • identifying and engaging with interested parties and allowing for their views and interests in system or service management schemes. • identifying possible sources of, and bidding for, funding for management schemes for transport.
<ul style="list-style-type: none"> • pedestrian and cycle routes and networks • area-wide traffic and environmental management • traffic control systems • traffic and parking information systems • transport safety • road user charging/user toll systems • area-wide on-street parking • bus network and service design • bus operations 	<ul style="list-style-type: none"> • bus location and arrival time systems • public transport fares and ticketing systems • voluntary and community transport • rail operations • transport information systems • aviation operations • road freight distribution systems • inter modal freight systems • logistics systems • enforcement systems • maintenance and asset management systems 		