

TP&E

Transport Planning & Engineering

Join the Board



Cycling
Scotland

Board Director

Transport Planning & Engineering is recruiting new Directors to our Board from summer 2025.

Transport Planning and Engineering Ltd is a social enterprise consultancy, specialising in the design of cycling and sustainable travel infrastructure. We were established by Cycling Scotland in 2006 and work throughout the whole of the country with a varied client base. As a social enterprise, we are able to focus our profits towards directly supporting projects that will allow people all over Scotland to enjoy walking, wheeling and cycling.

It's an important time for the social enterprise during the current budget and organisational changes in active travel delivery. Our Board provides strategic leadership and oversight, working with the staff team, and we are looking for new Directors with a variety of skills and backgrounds, including transport planning, civil engineering, finance and accountancy

TP&E recognises the value of diversity and encourages applications from people of all backgrounds.

Our [website](#) provides further details on our work achieved over the past 5 years.

Should you wish to discuss the Board vacancies, please email info@tpe.scot with Board recruitment - FAO Chair Stuart Knowles or Head of TP&E Rowena Colpitts in the subject line.

Thank you for your interest in joining the board.

TP&E in more detail

Our Connection to Cycling Scotland

TP&E was established in 2006 by Cycling Scotland and is a wholly owned subsidiary of the charity.

We share the same values as Cycling Scotland and apply these values to all aspects of our working portfolio.:

- Collaborative
- Inclusive
- Professional and evidence-driven
- Ambitious
- Sustainable

TP&E What We Do

Our vision

Our vision is for Scotland to have a transport network and built environment that meets the needs of all users and in which cycling and walking are positive travel and leisure choices rather than secondary considerations.

How do we do this:

Our focus is design and delivery in rural and semi-urban locations. We have a varied client base from local authorities and National Parks through to Countryside and Development Trusts.

We assist smaller organisations with the ability to offer a free Infrastructure Design Service supported by the social enterprise's profits. Through this, inexperienced and lightly resourced groups receive the opportunity to gain access to design and funding advice which enables them to apply to larger funding sources for design monies.

TP&E Who Are We

We are a diverse group of committed individuals who enjoy working closely with the end users and apply the principles of active travel and sustainable living into our operations and lifestyles.

Responsibilities of the TP&E Board of Directors

Responsibilities

The responsibilities of the TP&E Board of Directors, who may include one or more Cycling Scotland Directors, include to:

- Discharge all responsibilities of Board of Directors
- Receive updates from Head of TP&E on all operational matters
- Provide updates to the Cycling Scotland HR Committee on any significant HR matters and Finance, Audit and Risk Committee on income, going concern or risk
- Receive strategic updates from Head of TP&E (and where relevant, Cycling Scotland CEO) and collectively provide updates to the Cycling Scotland Board.

Expectations

The expectations on a TP&E Director are:

- To attend meetings and to read papers in advance of meetings. There are four scheduled Board meetings annually (hybrid meetings with most attending in person in central Glasgow and some online via Teams).
- To participate in other tasks as arise from time to time, such as sitting on appointment panels, reviewing strategy documents or attending an annual away day or site visit.
- To keep informed about the activities of the organisation and wider issues which affect its work.
- The expected time commitment for Directors is 4-5 days each year.
- Annually there is a Board Site Day out where we encourage Board Members to come and visit a site to meet clients, enjoy the routes that have been recently delivered and celebrate the success of the business. This gives the Board an opportunity to fully understand the nature of TP&E's business
- Directors are volunteers and receive no remuneration for their work. Travel and associated expenses will be covered.

Process of Appointment

Under the Articles of Association, there can be a minimum of three and a maximum of five Directors. Potential candidates are invited to submit a one-page statement to info@tpande.org highlighting:

- Relevant skills and experience
- Commitment to TP&E's vision
- Rationale for applying to join the Board

The key dates are:

- 13th May 2025: Application Process launched
- 3rd June 2025: Closing date for submitting statement of application
- w/c 9th June 2025: Interviews of short-listed candidates. The interview panel will consist of two Directors, supported by the Head of TP&E.

Successful candidates will be co-opted to Board ahead of the August Board meeting