

## ROLE DESCRIPTION

<b>Job Title</b>	Highways and Structures Investment Programme Lead
<b>Salary Band</b>	41-43
<b>Reporting to</b>	Technical Programme Manager
<b>Directorate</b>	Place
<b>Service Area and sub area</b>	Asset Management
<b>Team</b>	Asset Investment
<b>Political Restriction</b>	N/A

### **1. Primary Purpose of the Post**

The Highways and Structures Investment Lead will be joining the Asset Investment team which plays a vital role in maintaining the infrastructure assets across the Liverpool City Region Combined Authority estate, ensuring the city region stays connected by helping businesses, residents, and visitors move around the region safely and efficiently. The LCRCA estate includes some of the region's most iconic assets, such as the Mersey Tunnels, the world-famous Mersey Ferries terminals, bus stations, office buildings, and some key rail infrastructure. The Asset Investment team are proud to build on the original ingenuity and innovation of this infrastructure—preserving its historic significance while integrating modern technologies to ensure it meets the needs of a contemporary, connected society.

The role will lead and manage the civil engineering, structural, marine, and building fabric aspects of the Combined Authority's built asset portfolio. This includes ensuring the safety, compliance, integrity, and long-term performance of major infrastructure assets such as bridges, tunnels, ferry terminals and floating structures, public buildings, and highways.

### **2. Your responsibilities**

The following is not a comprehensive list of all tasks which may be required of the post holder:

#### Key Responsibilities

#### **1. Strategic Asset Management**

- Develop and deliver strategies for the inspection, maintenance, and renewal of civil, structural, and marine infrastructure.
- Oversee condition surveys, structural assessments, and life cycle planning.
- Support the creation and update of the Asset Management Strategy in line with PAS 55 / ISO 55000.



## **2. Technical Leadership**

- Provide subject matter expertise on structural engineering, building fabric, marine infrastructure, and civil works.
- Ensure assets such as bridges, retaining walls, landing stages, tunnels, and embankments are safe, serviceable, and compliant.
- Lead a team of engineers to develop and deliver programmes and projects
- Align civil engineering, structural, marine, and building functions with the latest standards

## **3. Compliance & Safety**

- Ensure statutory compliance with UK building and engineering codes and marine regulations (e.g. CDM 2015, BS EN structural codes, MCA guidance for marine works).
- Conduct and manage structural inspections in accordance with national standards (e.g. SCOSS, BD63).
- Work closely with the Regulatory and Compliance Lead
- This role will be a duty holder for statutory and good practice obligations; the list below is not exhaustive but the postholder will be required to ensure standards are adhered and reviewed periodically. The postholder will also ensure that those officers issuing permits are competent, trained and qualified.
- Permits and/or standards duty holder.
  - Excavation
  - Confined Spaces
  - Roof access
  - Scaffolding
  - NRSWA
  - BREAM
  - Asbestos
  - Fire
  - NUAR
  - CD352

## **4. Marine Infrastructure**

- Oversee the management of marine assets such as piles, bridges, landing stages.
- Manage tidal impacts, corrosion control, scour protection, and impacts by third parties to structures.
- Develop an inspection programme aligned to asset replacement / enhanced maintenance to ensure 24/7 availability.

## **5. Project Delivery**

- Lead or provide technical oversight on civil and marine infrastructure projects including repairs, refurbishments, and investment upgrades.
- Review design submissions, method statements, and temporary works proposals from contractors and consultants.
- Contribute to investment planning, maintenance forecasting and business case development aligned to funding opportunities.



- Work closely with the sustainability and NetZero officer

## **6. Contract and Programme Management**

- Manage external contractors, consultants, and framework partners delivering civil and structural maintenance and/or investment programmes.
- Monitor works delivery, quality assurance, and H&S compliance across all projects and programmes.
- Coordinate works to minimise disruption to services and users.
- Ensure close working across the asset management function teams
- Act as the technical client on behalf of the organisation
- Be one of the strategic technical client business partners for relationship management with key internal client departments (i.e. Tunnels Police, Ferries, etc)

## **7. Budgeting and Reporting**

- Develop budget forecasts and cost plans for maintenance and investment programmes.
- Provide technical reports, structural risk assessments, and briefings to senior management and political stakeholders.

## **3. General Corporate Responsibilities**

- To participate in all aspects of training and development as directed and to use all relevant learning opportunities to improve personal skills to improve effectiveness and efficiency of service delivery.
- To work as a key part of the Place Directorate in contributing to the corporate management of the strategic risks facing the Liverpool City Region Combined Authority.
- To support the achievement of corporate efficiency targets and initiatives.
- To ensure the Combined Authority's commitment to equal opportunities and is demonstrated through promoting non-discriminatory practices in all aspects of work undertaken.

## **4. Recruitment Plan**

Competency Based Interview  
Scenario Based Assessment

## PERSON SPECIFICATION

**Job Title:** Highways and Structures Investment Programme lead

Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
<ul style="list-style-type: none"> <li>Project Management qualification</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>Degree level in Civil or Structural Engineering (or Marine Engineering with civil focus), or equivalent professional experience working on infrastructure projects</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>NEBOSH or IOSH qualifications</li> </ul>	E	A
<ul style="list-style-type: none"> <li>Full UK driving license</li> </ul>	E	A
<ul style="list-style-type: none"> <li>Chartered Engineer (CEng) via ICE, IStructE, or similar professional body.</li> </ul>	D	A

Experience and knowledge	E = Essential D = Desirable	Identified By
<ul style="list-style-type: none"> <li>Experience of planning and delivering or monitoring significant infrastructure investment programmes.</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>Experience and practical knowledge of project management and project control framework, including financial analysis, project planning and appraisal, finance and risk management and evaluation.</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>Understanding of relevant UK engineering standards (e.g. Eurocodes, CIRIA guidance, DMRB).</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>Knowledge of sustainability and climate adaptation in infrastructure is beneficial.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>Demonstrable experience in managing audit, assurance and compliance functions, preferably within a public sector environment</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>Experience and practical knowledge of implementing a risk-based approach to project management and performance control.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>Experience of running successful procurement activities.</li> </ul>	D	A/I



<ul style="list-style-type: none"> <li>• Experience of managing stakeholder relationships at a senior level in a complex political organisation.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Experience of developing and leading teams to deliver continuous improvement.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Significant experience in programme and/or project management methodologies, tools and techniques, successfully delivering on time and within budget.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Experience in providing best practice assurance function on projects and the ability to provide constructive feedback.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Knowledge of process design tools and techniques.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Knowledge and use in practice of project management techniques e.g. project controls and producing and reviewing work schedules using, for example, MS Project.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Demonstrable experience of assimilating large volumes of information and undertaking high quality analysis.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Ability to work on a commercial in-confidence basis and handle conversations with tact and sensitivity to achieve successful outcomes.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Able to effectively and confidently communicate to a range of internal and external audiences.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Effective influencing skills with the ability to constructively challenge at senior level and with a wide range of stakeholders</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Excellent IT skills with proven ability in all Microsoft Office products and familiarity with collaborative working IT solutions is desirable (e.g. SharePoint).</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Hands on experience of project and programme management and working with senior level sponsors.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Experience of working in the public sector, including procurement processes, funding arrangements and governance arrangements.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Detailed knowledge and/or experience of one or more of the following sectors/disciplines: Transportation, Land and Property, Regeneration, Culture &amp; Tourism, Energy.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Familiarity with National/ Government investment evaluation frameworks.</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Familiarity with BIM, GIS, and digital asset management tools.</li> </ul>	D	A/I



<b>Skills and abilities</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
<ul style="list-style-type: none"> <li>• Astute problem-solving capability.</li> </ul>	<b>E</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Ability to work flexibly to tight deadlines and changing priorities.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Ability to translate financial, commercial, operational and regulatory complexities into a robust project analysis and to act on that analysis.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Excellent interpersonal skills and a proven ability to work across teams and work strategically to achieve outcomes.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Evidence of using strategic analytical skills, including data manipulation and analysis skills in the use of spreadsheets and statistical/database packages</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• High level of communication skills – written, oral and presentational.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Ability to manage a complex workload with competing demands.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• A strong focus on detail and accuracy.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Ability to ‘see the big picture’ and able to work through any challenges and uncertainty.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Ability to oversee multiple projects simultaneously and effective prioritisation of workload.</li> </ul>	<b>D</b>	<b>A/I</b>

<b>Core Behavioural Competencies</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
<ul style="list-style-type: none"> <li>• Flexible approach to working hours and willingness to work flexibly as and when required.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Demonstrate corporate behaviours of LCR First, Respect and Action Focus</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Ability to attend meetings inside and outside the City Region.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Attendance at corporate mandatory training.</li> </ul>	<b>D</b>	<b>A/I</b>
<ul style="list-style-type: none"> <li>• Continual professional development</li> </ul>	<b>D</b>	<b>A/I</b>

**Key to Assessment Methods:**

A - Application
I – Interview