

ROLE DESCRIPTION

Job Title	Bus Improvement Programme Lead
Salary Band	41-43
Reporting to	Bus Rapid Transit and Development Programme Manager
Directorate	Place
Service Area and sub area	Transport
Team	Network Development
Political Restriction	N/A

1. Primary Purpose of the Post
<p>Reporting to and supporting the Bus Rapid Transit and Development Manager, you will be responsible for the initiation, specification and commissioning of major bus and public transport schemes to develop and expand the network to meet the ambitions of the Liverpool City Region Combined Authority</p> <p>With strong stakeholder and project management skills, you will collaborate with internal and external stakeholders to ensure seamless project execution and integration with the broader transport network.</p> <p>You will be responsible for the strategic development, planning and delivery of key programmes and projects aimed at enhancing efficiency, sustainability, accessibility and quality of the public transport network offer in the LCR.</p> <p>This is a role that can make a real difference to the lives of people across the city region by shaping a modern, efficient and sustainable bus network for the future.</p> <p>As a member of our integrated multi-modal Transport Team, you will be customer-focused, collaborative, and act with urgency to help deliver a world-class transport offering to residents in the Liverpool City Region.</p>
2. Your responsibilities
<p><u>Bus Development Design, Programme Development and Transport Strategy:</u></p> <ul style="list-style-type: none"> Align service development with LCR transport objectives. Identify and pursue opportunities to improve services, optimise the network, and integrate with other modes. Assess passenger needs, demographics, patronage data, and emerging technologies to inform programme development. Identify, assess, and implement infrastructure improvements (e.g. BRT, bus stations, interchanges, signal and highway priority), ensuring integration with other modes.

- Design all aspects of bus development schemes, including vehicle selection, route planning, and infrastructure.
- Collaborate with partners to develop high-quality design guidelines consistent with other transport modes.
- Ensure bus schemes are safe, accessible, and efficient.
- Develop and monitor KPIs to measure scheme success and delivery milestones.
- Implement robust monitoring and evaluation frameworks.
- Prepare regular reports for stakeholders, senior managers, and the Metro Mayor.
- Collaborate with partners, enabling services, stakeholders, and consultants to finalise design standards.
- Define vehicle specifications and standards where required.
- Lead environmental assessments as needed.
- Develop detailed project plans with timelines.
- Identify project risks and implement mitigation strategies.
- Leading on future bus governance development
- Developing and owning future bus strategy and vision
- Bus Priority

Planning and Feasibility Studies:

- Commission and share feasibility studies; support business case development and required assessments for all bus development schemes.
- Establish detailed costings for schemes and programmes.
- Develop and implement LCRC standards to guide the design and operation of high-quality BRT corridors and route options.
- Identify and apply best practices across all aspects of bus development to build a world-class integrated transport offer.

Stakeholder Engagement:

- Act as primary contact and scheme ambassador, engaging stakeholders throughout.
- Build collaborative relationships to maximise scheme delivery success.
- Work with stakeholders to define and apply accessibility standards.
- Engage community members, businesses, and agencies to support project development.
- Lead or commission engagement programmes, incorporating stakeholder feedback.
- Facilitate clear, consistent communication across all stakeholder groups.
- Represent the programme at forums, working groups, and public consultations.
- Negotiate and manage agreements where required.

Innovation and Best Practice:

- Stay informed on innovations, best practices, and industry standards in public transport and related technologies.
- Evaluate and pilot innovative solutions through test projects.



- Support procurement processes that deliver cost-effective outcomes

3. General Corporate Responsibilities

- Continuously demonstrating the behaviours of LCR First, Respect and Action Focused
- Regular dialogue and positive business relationship building with internal and external colleagues
- Sharing knowledge and information with others
- Building personal and departmental credibility
- Ensuring customer focus, inclusion and value for money are at the heart of decision making and implementation
- All members of the Transport Team are expected to work collaboratively across all four service areas within the Team and, when required, undertake additional duties to ensure exceptional quality and delivery

4. Recruitment Plan

Competency Based Interview
Assessment

PERSON SPECIFICATION

Job Title: Bus Development Programme Lead

Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
Relevant professional qualifications and / or significant relevant transport sector leadership experience	E	A
Evidence and commitment to continuous personal and professional development	E	A

Experience and knowledge	E = Essential D = Desirable	Identified By
Experience of designing and/or implementing transport-related development schemes/projects	E	A,I, P
Experience of co-design, gathering and applying business requirements	D	A, I
Using data to inform strategies and decision making	D	A, I
Developing strategy, setting KPIs and reporting regularly through programme governance	D	A, I
Experience of engaging with a wide range of stakeholders, including hard to reach groups	D	A, I
Experience of working with commercial colleagues to ensure schemes are commercially sound and provide best value for money	D	A, I
Experience of forging partnerships with colleagues from enabling services, such as IT, legal, and procurement.	D	A, I
Experience of working alongside delivery partners	E	A,I
Experience of bus operations, network planning, and public transport regulations.	E	A,I,P
Experience of effective stakeholder management.	E	A,I
Experience of leading complex projects with strong planning and delivery skills.	E	A,I
Experience of solving problems using complex data analysis.	D	A, I
Experience of clear and persuasive communication across all levels.	D	A, I
Experience of leading and delivering complex, cost-effective procurement initiatives.	D	A, I

Skills and abilities	E = Essential	Identified By
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	D = Desirable	
Ability to lead, inspire and motivate others within a culture of proactive service delivery and continuous improvement	D	A, I
Ability to quickly build credibility with and influence senior managers, stakeholders and decision makers including politicians and partner organisations	D	A, I
Ability to translate data and insight into tangible benefits that meet organisational objectives	D	A, I
Ability to lead teams through ambiguity and also in areas outside of own technical expertise	D	A, I
Highly developed written and oral presentation skills with ability to present complex ideas in a clear and comprehensible way	E	A, I, P
Positive, flexible, responsive, dynamic and creative approach to problem solving, encouraging ideas from across teams, working around constraints and challenges to translate ideas into practice	D	A, I
Understanding of issues facing a city region	D	A, I

Personal Attributes	E = Essential D = Desirable	Identified By
A passion to improve public transport services	D	A, I
Flexible approach to working hours and willingness to work flexibly as and when required	D	A, I
Quality, time management and organisational skills	D	A, I
Knowledge of the key issues facing a City Region	D	A, I
Think outside the box, be innovative.	D	
Highly organised and detail orientated	D	
Resilient and adaptable	D	

Core Behavioural Competencies	E = Essential D = Desirable	Identified By
An ability to demonstrate our core values, including a commitment to Equality, Diversity, and Inclusion	D	A, I
Experience of/ability to contribute to a high-performance culture	D	A, I
Embed LCRCA's behaviours of LCRCA First, Action Focused, and Respect	D	A, I



**LIVERPOOL
CITY REGION**
COMBINED AUTHORITY

METROMAYOR
LIVERPOOL CITY REGION

Key to Assessment Methods:

KO – Knockout question	A - Application	P – Presentation	T – Test
FQ – Filter Question	I – Interview	E – Exercise	AC – Assessment