

JOB DESCRIPTION

JOB TITLE:	Head of Delivery (Rail)
MANAGED BY:	Director of Transport Programmes
GRADE:	Head of Service 2

ROLE OVERVIEW

The Head of Delivery (Rail) leads a high-performing team responsible for the successful delivery of the West of England Mayoral Combined Authority's rail infrastructure portfolio, with committed funding exceeding £430 million. The portfolio includes the nationally recognised MetroWest programme, the delivery of step-free access at Lawrence Hill Station and a significant pipeline of future rail investment schemes that will enhance connectivity, accessibility and sustainable economic growth across the region.

Reporting to the Director of Transport Programmes, the postholder will provide strategic, commercial and operational leadership across the rail portfolio, ensuring robust governance, effective procurement and contract management, and the successful delivery of projects to agreed cost, programme and quality objectives. They will act as the Senior Responsible Owner for rail projects and lead a multidisciplinary team responsible for developing and delivering some of the region's highest-profile transport investments.

The role requires close collaboration with a wide range of stakeholders, including the Mayor and elected members, the Department for Transport, Network Rail, train operating companies, Great British Railways transition partners, local authority partners, consultants and contractors. Working with these organisations, the Head of Delivery (Rail) Delivery will play a key role in strengthening strategic partnerships, securing future investment and ensuring the successful delivery of the Mayor's ambitious rail programme.

THE ROLE

- Report to the Director of Transport Programmes and work collaboratively with other Heads of Service to deliver the Mayor's rail priorities and contribute to the wider strategic objectives of the Combined Authority.
- Lead and develop a multidisciplinary team of project managers, programme

managers, and cost managers responsible for delivering rail infrastructure projects through their full lifecycle, from development and design through procurement, construction and the successful handover of operational railway assets.

- Act as Senior Responsible Owner (SRO) for rail projects that progress into the delivery programme, providing strategic leadership, governance and assurance to ensure successful delivery and the realisation of agreed outcomes and benefits.
- Work in partnership with programme sponsors and budget holders to ensure that projects deliver the strategic objectives, benefits and performance measures set out within approved business cases and funding agreements.
- Provide commercial leadership across the rail portfolio by directing procurement activities through the Combined Authority's Commercial Service, determining appropriate delivery strategies, managing contractual relationships and overseeing the performance of consultants, contractors and the wider supply chain to achieve value for money.
- Establish and maintain robust programme controls, including integrated schedules, cost plans, risk management, reporting and assurance arrangements, working closely with the Programme Management Office to support effective governance and informed decision-making.
- Build and maintain effective strategic relationships with the Department for Transport, Network Rail, train operating companies, freight operators, Great British Railways transition partners, local authority partners and other key stakeholders to support the successful delivery of the rail programme and secure future investment.
- Provide strategic advice and assurance to senior leaders, elected members and programme boards, ensuring timely, accurate and evidence-based reporting to support key investment and governance decisions.
- Ensure a seamless interface between the Combined Authority's rail development and delivery functions, providing strategic oversight of projects as they transition into delivery and ensuring that delivery experience, commercial insight and programme readiness shape the development of future rail investment schemes.

KEY RESPONSIBILITIES

- Provide strategic leadership for the development and delivery of the Combined Authority's rail infrastructure portfolio, directing programmes and projects from business case development through design, procurement, construction and the successful handover of operational railway assets.
- Ensure all rail programmes and projects are delivered in accordance with the Combined Authority's governance framework and the requirements of external funders, providing appropriate assurance, risk management and reporting throughout the project lifecycle.
- Lead the procurement, commissioning and management of specialist technical advisers, consultants, designers and contractors, ensuring the appropriate expertise is secured to successfully deliver complex rail infrastructure projects.
- Provide commercial leadership across the rail portfolio by directing the procurement of professional services and construction contracts and overseeing

their effective commercial and contractual management to deliver value for money and successful project outcomes.

- Lead the reporting of programme performance, risks and key decisions to senior leaders, elected members, programme boards and external stakeholders, ensuring clear, accurate and timely information supports effective governance and decision-making.
- Direct the preparation, quality assurance and approval of high-quality business cases and funding submissions to secure investment from the Combined Authority, the Department for Transport and other funding bodies.
- Work collaboratively with the Director of Transport Programmes, Transport Strategy colleagues and Heads of Service to ensure there is a seamless transition between rail scheme development and delivery, with delivery experience informing the future investment pipeline. Deputise for the Capital Delivery Director as required.
- Represent the Combined Authority with senior stakeholders, partners, elected members, government departments and the media, communicating complex rail infrastructure, operational and commercial matters clearly and effectively to both technical and non-technical audiences.
- Be accountable for ensuring rail programmes and projects deliver their agreed outputs, intended outcomes and long-term benefits, demonstrating value for money and contributing to the Mayor's transport priorities.

PERSON SPECIFICATION

ESSENTIAL (MUST HAVE)

Qualifications and Knowledge

- Educated to a minimum degree level, or equivalent, in relevant academic subject with significant technical knowledge and substantial relevant practical experience gained across a wide range of infrastructure projects.
- Excellent knowledge of UK engineering design and construction.
- Good knowledge of UK public procurement requirements.
- Demonstrable knowledge and leadership in Health and Safety legislation and its practical applications in construction environments.
- In-depth knowledge of project management methodologies and assurance processes.
- Knowledge of public sector project and programme governance models.
- Knowledge of the UK rail industry, including the roles and responsibilities of Network Rail, train operating companies, freight operators, the Department for Transport and the emerging Great British Railways framework.
- Knowledge of NEC contracts and their practical application in the delivery of major infrastructure programmes.
- Knowledge of benefits management and programme assurance principles.

Experience

- Experience of leading the delivery of complex rail infrastructure programmes with multiple interdependent projects and budgets exceeding £100m.

- Experience of acting as a Programme lead or Director or equivalent leadership role for infrastructure programmes.
- Leading the development and submission of Business Cases.
- Management of construction contracts and negotiating contract changes
- Experience of working in a political environment.
- Experience of leading procurement exercises and developing commercial strategies for complex infrastructure projects.
- Experience of managing strategic relationships with senior stakeholders, including government departments, infrastructure owners, operators and elected members.
- Experience of leading, developing and motivating multidisciplinary teams.
- Experience of delivering projects through all stages of the project lifecycle, from business case development through to operational handover and benefits realisation.

Skills and Competencies

- Excellent Leadership skills with demonstrable ability to positively direct multiple project teams over a large portfolio.
- Excellent communicator.
- Demonstrable commercial awareness.
- Excellent collaborator and stakeholder manager.
- Strategic leadership with the ability to set direction and inspire high-performing teams.
- Strong commercial acumen, including procurement strategy, contract management and commercial negotiation.
- Excellent influencing and negotiation skills, with the ability to build credibility and secure consensus across complex stakeholder environments.
- Excellent political awareness, judgement and resilience when operating in high-profile and politically sensitive environments.
- Strong analytical and decision-making skills, with the ability to balance strategic, commercial and operational considerations.
- Ability to communicate complex technical and commercial issues clearly to a range of audiences, including elected members, senior executives and the public.
- Ability to build effective partnerships across organisational boundaries and foster collaborative working.
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DESIRABLE

Qualifications and Knowledge

- Chartered by an appropriate professional institution (e.g. ICE, CILT, APM, RICS).
- Practical understanding of Minimum Viable Product and Value Engineering principles.

Experience

- A good understanding of public sector financing

Skills and Competencies

- Acted in the role of Senior Responsible Officer (SRO) on a large, complex

infrastructure programme.