

Job Description

A Post Details	
Job Title: M&E Engineer / Energy Manager	Grade: C001
Department: Estates	Division: A Division
Reports to: Head of Estates Operations	Contract Type: Permanent
Level of Vetting: MV	Numbers in Post: 1
B Purpose of the Post	
<p>The M&E Engineer / Energy Manager will lead on the management, optimisation, and compliance of mechanical and electrical systems across BTP's estate. The role will ensure that all building services operate efficiently, safely, and in line with statutory requirements, while driving energy reduction initiatives to support BTP's Net Zero and sustainability objectives.</p> <p>The postholder will act as the technical authority for M&E systems and energy management, providing strategic advice, delivering compliance programmes, and implementing cost-effective solutions that enhance operational resilience and reduce environmental impact.</p>	
C Dimensions of the Post	
<p><u>Direct reports:</u> No direct reports; may manage specialist contractors and consultants.</p> <p><u>Suppliers:</u></p> <ul style="list-style-type: none"> - Managing supplier resources required for successful delivery. - Responsible for compliance with statutory inspections (e.g., HVAC, electrical safety, water hygiene). - Oversight of energy performance across estate portfolio, reporting on consumption and savings. <p><u>Financial:</u></p> <ul style="list-style-type: none"> - Influence estates budgets through energy efficiency projects and lifecycle planning for M&E assets. - Prepare business cases for capital investment in plant upgrades and energy-saving initiatives. 	
D Principal Accountabilities	
<ol style="list-style-type: none"> 1. M&E Systems Management: <ul style="list-style-type: none"> ▪ Act as technical lead for all mechanical and electrical systems, ensuring compliance with legislation (e.g., Electricity at Work Regulations, Gas Safety, F-Gas, Water Hygiene). ▪ Develop and maintain planned preventative maintenance (PPM) schedules for critical plant and equipment. ▪ Provide technical input into refurbishment and new-build projects, ensuring integration of efficient M&E solutions. 2. Compliance & Risk: <ul style="list-style-type: none"> ▪ Maintain statutory compliance records for M&E systems and energy audits. ▪ Manage risk assessments for building services and ensure remedial actions are implemented promptly. 3. Supplier & Contract Management: <ul style="list-style-type: none"> ▪ Oversee specialist contractors delivering M&E maintenance and energy services, ensuring value for money and adherence to SLAs. ▪ Support procurement processes for M&E and energy-related works, ensuring compliance with frameworks. 4. Energy Management: <ul style="list-style-type: none"> ▪ Lead BTP's energy strategy, including monitoring, reporting, and reducing consumption across the estate. ▪ Identify and implement energy-saving measures, renewable technologies, and carbon reduction initiatives. ▪ Ensure compliance with ESOS, SECR, and other statutory energy reporting requirements. 	

5. Stakeholder Engagement:

- Act as intelligent client for M&E and energy matters, advising senior stakeholders on technical and financial implications.
- Liaise with internal teams (Estates Projects, Operations, Health & Safety) and external bodies (DfT, Network Rail, regulatory authorities).

6. Reporting & Governance:

- Prepare reports on M&E compliance, energy performance, and sustainability metrics for Estates governance boards.
- Contribute to strategic planning for lifecycle replacement of plant and equipment.

7. Continuous Improvement & Innovation: Drive continuous improvement across the estate by identifying and implementing innovative, inclusive, standardised and sustainable design solutions and policies. Leverage emerging technologies, industry best practices, and data-driven insights, ensuring BTP's environments remain modern, efficient, and fit for purpose.

E Decision Making

Autonomous Problem-Solving: Make autonomous decisions on technical compliance, prioritisation of remedial works, and energy-saving measures. Expected to independently resolve estates-related challenges, balancing competing demands and providing informed guidance and recommendations to operational staff alongside senior leadership.

Decision Making: The post holder will make decisions related to capital investment for M&E upgrades and sustainability projects. They will provide expert recommendations to project teams and senior stakeholders. In addition, the post holder will also influence project specific decisions across Estates which will also include prioritisation, resource allocation, budgets, deliverables and dependencies in consultation with Estates PMs and Estates Programme Manager.

Budget Influence: The role does not hold direct budget authority but significantly influences estates-related budgets through business case development and strategic recommendations. These recommendations will include indicative figures where relevant to demonstrate scope of influence.

Escalating risks/ issues: Escalate risks impacting compliance or operational continuity to Head of Estates.

Significant say in decisions: Responsible for influencing senior stakeholders (e.g. Chief Officers, Authority Members and Executive, DfT) in making an informed decision around delivery, prioritisation and approvals. Make specific recommendations and have a significant say in decisions affecting programme outcomes taken at Programme Board, individual Project Boards and by the SRO.

F Contact with Others

Internal

- Directly report to the Head of Estates Operations
- Present project proposals to senior stakeholders within BTP and externally as required
- Extensive inter-departmental communication with Chief Officers, Heads of Departments, and officers and staff force wide to enable the delivery of the Transformation program
- Influence and negotiate with stakeholders to align projects with the organisation's strategic aims.
- All police officers and staff including Budget Holders
- BTPA Members.

<p>External External consultants, external companies, external customers and public bodies including key stakeholders in the rail industry and law enforcement.</p> <p>Includes Network Rail, Train Operating Companies, TfL (including Pfl), GLA, Professional Institutions, External Consultants, Contractors and Suppliers, Department for Transport, Cabinet Office including Office of Government Property and the Government Property Agency, Home Office, Local Authorities and other Regulatory Bodies, including other Police Forces and the National Police Estates Group (NPEG).</p>
<p>G Essential Criteria</p>
<p>Qualifications and Training:</p> <ul style="list-style-type: none"> ▪ Education to Degree Level (or equivalent) in a field such as Mechanical Electrical Engineering, Building Services, Architecture, Surveying, or similar related discipline. ▪ Membership of a relevant professional organisation (e.g., RIBA, RICS, BIFM, CIAT) is essential.
<p>Experience:</p> <ul style="list-style-type: none"> ▪ Proven experience in managing M&E systems across a multi-site estate. ▪ Strong knowledge of statutory compliance for building services. ▪ Experience in energy management and delivering carbon reduction initiatives. ▪ Familiarity with BMS systems and energy monitoring platforms.
<p>Skills:</p> <ul style="list-style-type: none"> ▪ Technical expertise in M&E engineering and energy efficiency. ▪ Ability to analyse data and produce actionable insights. ▪ Strong stakeholder engagement and influencing skills.
<p>Knowledge:</p> <ul style="list-style-type: none"> ▪ Current building regulations, health and safety legislation, and energy compliance frameworks. ▪ Emerging technologies in building services and energy efficiency. ▪ In-depth understanding of RIBA stages, estates governance, and strategic planning frameworks. ▪ Knowledge of estates, property, and facilities management within regulated environments.
<p>H Additional Information</p>
<p>This role is suitable for the post holder to be based throughout England, Scotland or Wales. BTP is a national Force and the role will require travel as needed.</p>
<p>For Policy & Reward to complete only: Panel Approval: (this will only be signed off once the job has gone through the Job Evaluation Panel) Date:25/06/2025</p>