**Head of Health, Safety and Environment**

To be the strategic lead and expert on corporate health, safety and environment, ensuring adherence to all relevant legislation and promoting health and safety within whg in a positive manner. As an active member of whg’s senior management team, you will play an important role in helping to deliver Our 2030 Plan, whg’s corporate strategy.

**Key responsibilities**

* To be the competent person on health and safety.
* Leading and inspiring colleagues to ensure that a proactive approach to colleague and customer safety is fully embedded within our business.
* Delivering health and safety support, coaching and advice to operational leadership and embedding agreed safety standards.
* Working with the Executive team to develop and deliver a successful Health and Safety strategy.
* Devising and developing Health & Safety policies, procedures and guidance as part of achieving a recognised Health and Safety Management System.
* Providing oversight and scrutiny of asset compliance data, working alongside the Director of Asset Management and Director of Building Safety and to report performance to the Health & Safety Committee, Customer Service Oversight Committee and the whg Board.
* Providing oversight and scrutiny of health and safety within whg’s Wellbeing schemes to ensure on-site teams are adhering to policies and procedures relating to risk assessments, testing and other related activities.
* Providing oversight and advice to colleagues working in homes and in communities to ensure safety remains a priority at all times.
* Giving advice and instruction as required to areas of the business with certain requirements e.g. Stores, Fleet, Neighbourhoods for example.
* Producing regular reports, detailing activity, data and performance and themed analysis and forward-looking discussion of priorities, drawing on external analysis and internal themes.
* Delivering a successful framework of incident investigation, auditing and training, with a primary focus on action closure and lessons learned.
* Monitoring health and safety regulatory compliance.
* Acting as whg’s Health and Safety Subject Matter Expert and providing support and guidance on technical, legal and other issues as required.
* Working with the Facilities team so that all operational aspects of the office premises are actively managed at all times to ensure full Health & Safety compliance and that the buildings are comfortable and safe for users.
* Conducting regular inspections including of development sites and major work sites to identify potential hazards and ensure compliance with safety standards.
* Coaching and mentoring senior managers on effective delivery of Health & Safety as an integral aspect of all operational
* Developing training programmes to promote awareness and ensure colleagues are knowledgeable about safety protocols.
* Developing mandatory training requirements to meet job roles, working with managers and Learning and Development to ensure compliance.
* Ensuring relevant risk assessments are current and appropriate and supporting colleagues to use these and carry out dynamic risk assessments.
* Assessing and managing risks in the workplace, including conducting risk assessments and implementing control measures.
* Investigating accidents, incidents and near misses, and implement corrective actions to prevent recurrence.
* Maintaining accurate records and documentation related to health and safety activities, including incident reports and risk assessments.
* Liaising with regulatory bodies and external stakeholders to ensure compliance with health and safety regulations.
* Staying up to date with changes in legislation and industry best practices and make recommendations for improvements as necessary.
* Managing, developing and implementing continual improvement practices and ensure that areas of responsibility operate in a manner that accord with appropriate statutory guidance, policies, procedures and values.
* Participating in and reporting to the Health and Safety Committee to promote the importance of safety within the organisation.
* Providing strategic direction leadership, operational management and financial budgetary control for the Health & Safety Team.
* Providing strategic leadership in the application of the Health & Safety At Work Act 1974 and other legislation relevant to the company’s business.
* Overseeing the development of directorate-level approaches to service reliance and responsiveness to major incidents,
* Planning and delivering appropriate audit and assurance programmes to ensure regulatory requirements are met and to identify areas for health and safety improvement and to develop practice, cost effective recommendations to implement.
* Highlighting areas where poor practice and/or significant risk have occurred and prepare, in conjunction with line managers, remedial plans.
* Investigating incidents and producing detailed factual reports, identifying root causes and recommendations for improvement as well as overseeing the management of actions to ensure they are completed within given timescales.
* Ensuring that any incident that falls within the scope of RIDDOR is reported to the HSE.
* Ensuring that any incident that is deemed to have posed a significant risk to the company or is reportable under RIDDOR is fully investigated and reported.
* Dealing with the HSE, the Environment Agency, insurers and other bodies in the event of a major incident or as required.
* Support in responses to insurance claims investigations
* Leading the Environmental Management System and ensuring on-going ISO14001 accreditation, working with the ESG group to raise the profile of this work, engage colleagues across the organisation as environmental champions and ensure robust processes and controls are in place.
* Report on progress to the ESG group and the senior management as required.

**Relationships**

You will report to the Corporate Director of Governance, Compliance and Communications and you will work across the organisation working with different teams and at various levels. You will also be required to forge excellent relationships with external partners and stakeholders.

You will manage the Health and Safety Team.

**Role Requirements:**

There are certain qualifications and experience that we are looking for:

* Relevant professional qualifications and experience, specifically NEBOSH diploma and preferably a recognised environmental management qualification or experience of environmental management systems.
* Full UK driving licence and access to a vehicle for business use.
* A positive leader and team player, able to build trust and respect and influence people.
* Great interpersonal and communication skills ensuring the health and safety message is communicated effectively across all areas of the organisation.
* Passionate about putting customers and colleagues at the heart of all you do, and about inspiring others to do the same.
* Confidence and gravitas to be the “voice of health & safety”, asking tough questions, having difficult conversations and ensuring decisions deliver great outcomes.
* An agile mind set, recognising problems and working diligently to achieve a positive outcome, using a pragmatic approach.
* Experience of using the Plan-Do-Check- Act cycle to continuously improve an organisation’s health & safety culture.
* Experience of working to the ISO45001 & 14001 standard and maintaining accreditation.
* Influencing and relationship-building skills.
* A keen eye to value for money.
* Sector knowledge would be useful, but not essential.
* Ability to work well under pressure and with minimum supervision and the ability to plan own workload to achieve targets and deadlines.
* Good numerical and written skills with excellent attention to detail.
* A flexible attitude with the ability to shift priorities.
* Strong understanding of confidentiality, with an ability to exercise tact and discretion.

Importantly you will have a confident and positive approach with the ability to remain calm under pressure and deal with difficult situations in an effective, professional and respectful manner.

**whg’s values and behaviours**

Our culture is underpinned by our values and behaviours that we expect all colleagues to display.

|  |  |
| --- | --- |
| A blue circle with white hands in it  Description automatically generated | Trustworthy  You can rely on us. We are honest in everything we do. |
| A hand holding a shield  Description automatically generated | Accountable  Taking responsibility for our actions and owning the delivery of our promises. |
| A star on a blue circle  Description automatically generated | Excellent  Striving to be the best and delivering the best outcomes for customers and the organisation. |
| A yellow circle with a white outline of hands shaking  Description automatically generated | Respectful  Valuing people and treating everyone with empathy and fairness. |
| A pink circle with two people holding a heart  Description automatically generated | Collaborative  Achieving great things by working together. |