

Director of Risk & Assurance



Working better together
for our residents

Governance & Risk Directorate

What's it all about

As part of our Senior Leadership Team (SLT) you will be responsible for the group's risk management operations including managing, identifying, evaluating, reporting and overseeing risks internally and externally. You will ensure that Notting Hill Genesis (NHG) and its subsidiaries develop and maintain effective Enterprise Risk Management & Assurance Frameworks to ensure our people, culture, systems, policies and processes meet business need and contribute effectively to our Better Together strategic goals and resident outcomes.

How you'll make a difference

You will manage the organisation's risk, assurance and corporate health and safety performance, maintaining and develop risk capabilities and skills to meet ongoing business needs and plans, ensuring that everyone with NHG recognises and understands their role as a risk officer. You will act as the key advisor to the Health & Safety Executive and the Regulator of Social Housing on landlord health & safety matters and ensure regulatory and legal compliance across risk management, assurance, and health & safety

Working with the Chief Governance and Risk Officer, you will design, develop, establish and lead a risk and assurance team which provides appropriate technical and professional expertise for the group, acting as a business partner to the SLT, supporting development of the business' overall strategic corporate plan.

You will establish credibility throughout the NHG group as an effective developer of solutions to business challenges. You will ensure the safety, security, and well-being of residents by providing comprehensive risk & assurance management.

How you'll do it

- Foster a resilient and inclusive environment through proactive risk identification, transparent decision-making, and robust accountability.
- Deliver the Risk & Controls Framework Workstream as set out in the RSH approved NHG Regulatory Compliance Plan (RCP) and ensure ongoing and continuous improvement

in the risk and assurance activities of the group beyond.

- Working with NHGs residents, the Executive Board (EB) and SLT, design, develop, maintain, monitor and review strategies, registers, plans, policies and procedures to ensure the effective delivery of NHG's Enterprise Risk Management & Assurance Frameworks and protect the NHG Group against fraud and corruption.
- Build, maintain and effectively communicate risk control parameters across the NHG group, including policies, control standards, risk exposure limits and other control levers to maintain NHG's risk profile in line with overall risk appetite.
- Oversee the risk and assurance and internal audit functions, being responsible for the delivery of the annual internal audit plan, providing proactive and reactive advice and assistance in relevant areas.
- Establishing new ways of working and team arrangements as deemed appropriate to meet NHGs changing needs and resource arrangements.
- Be at the forefront of emerging policy, advising the EB, SLT and other key stakeholders as appropriate, disseminating good practice across the NHG Group and working with colleagues to achieve the corporate strategic objectives.
- Write and issue reports to the Audit & Risk Committee, EB, SLT, or other key stakeholders, identifying areas of weakness in internal control, potential risks and appropriate recommendations that identify potentially significant risks to the group. This will involve coming up with innovative solutions to issues that identify best practice and offer value for money.
- Put in place clear structures to keep residents and colleagues safe through excellent compliance, as well as overseeing the training and competence of colleagues, through partnering with HR.
- Represent NHG at external meetings and build relationships with key external stakeholders.
- Ensure that you follow and keep up to date with all relevant Notting Hill Genesis and statutory policies and related procedures including health and safety and financial regulations.

- Hybrid arrangements - at least three days a week in an office. On other days, working from home may be possible, depending on the work and the interaction required.

All about you

Behaviours for success

Our values set out what we stand for. You'll need to show us how you match them and how you'll behave to ensure those are visible when carrying out your work.

- Compassionate
- Progressive
- Dependable
- Inclusive
- Empowered

For each value, we've created example behaviours to help you understand our expectations in more detail. Please [refer to the framework](#). This role is at **leadership** level and a people manager role. Please [refer to our people manager standards](#).

Essential knowledge, experience and skills

- Significant experience in senior leadership roles in highly regulated environments, successfully working within multi-disciplinary teams and at all levels including Executive and Senior Management, Heads of Service and external partners preferably in risk management, internal audit or assurance functions.
- Proven experience of strategic design, build and successful implementation of risk and assurance frameworks including setting up and managing respective first or second line of defence risk functions.
- A Chartered Institute of Internal Auditors (CIA) or equivalent qualification.
- Relevant qualifications in health & safety (NEBOSH/IOSH) or equivalent.
- Exposure to regulatory change and frameworks, submitting or contributing to artefacts that are submitted to regulators for review.
- Confident in and able to challenge actions, behaviours and decisions, at a senior level, in

the event that they are contrary to the agreed strategy.

- Exceptional leadership skills to engage, motivate and grow talent, building a culture of high performance.
- Expert knowledge of legislation and regulation relating to risk, financial and social housing activities and crime in the UK.
- Advanced IT and systems skills including Microsoft office.

Key Responsibilities

Risk & Assurance

- Support the Chief Governance and Risk Officer in developing and delivering NHGs risk strategy.
- Oversee NHG's risk management framework and efforts at an enterprise risk level, reporting on its effectiveness.
- Support the establishment of a demonstrable three lines of defence model and assurance functions, working with other key control functions to ensure a robust assurance framework and reporting are in place.
- Oversee reporting and development of the corporate risk register and plan and support the Executive Board (EB) and SLT to manage their own risk registers and plans, effectively reporting, mitigating and escalating risks and issues.
- Champion best practice in health & safety, risk and assurance and comment on responses to emerging risks and proposed developments.
- Evaluate and monitor third-party/vendor relationships to assess potential risks and ensure compliance with regulatory requirements, implementing robust due diligence processes and oversight mechanisms to manage third-party risks effectively.
- Ensure effective systems for keeping internal controls and regulatory compliance under review and for advising on policies, procedures and actions necessary to maintain a high level of compliance.

Audit

- Support in the management of the internal audit function provisions.
- Ensure effective use of internal audit arrangements, challenging assumptions and ensuring transparency.
- Actively assist the business with the Audit relationship, ensuring that internal audit is considered a constructive experience, enabling managers and staff to enhance their performance.
- Work with auditors to identify and resolve control deficiencies and work with colleagues to ensure they take responsibility for identified control gaps, implement new controls, monitor and test these controls, and improve controls over time.

Other

- Provide accurate and timely reporting on key risk metrics.
- Prepare and present regular reports and updates to board, committees, EB, SLT and other key stakeholders across all areas of responsibility.
- Establish a continuous improvement environment where everyone in NHG recognises their role in improving, identifying and mitigating risks in their areas and working with customers to best deliver effective risk and assurance arrangements.