

Delivery Manager
None

Functional Manager
Principal H&S Manager

**Accountabilities**

Be accountable for developing and facilitating the maintenance and implementation of Alliance AMP6 Health, Safety & Well-Being strategy and plan with the implementation of policy and procedures to support this within the Project Teams. Advise and support the Head of Operations, Operations Managers & Project Teams on all matters relating to health, safety & well-being at work, including the obligations and responsibilities of managers and employees; and provide comprehensive and practical advice to all managers on best practice

**Role Summary**

**H&S Strategy, Plan, Reporting and Data**

- Support the development of the H&S Strategy for AMP6
- Develop detailed action plan, with timescales, to implement the Strategy across the programme area
- Be accountable to ensure all required H&S data is collected, collated, reported, analysed and acted upon in a timely manner.
- Manage & review programme area performance, H&S data and other 'leading indicators', KPIs and metrics.
- Develop reactive and proactive action plans in response to above and prepare reports as required
- Work with withprogramme area project delivery team in ensuring safety at work and on site at all times.
- Prepare presentations when required by Principal H&S Manager or Head of Operations.
- Provide a regular tactical review of all H&S Action Plans, data to ensure continual improvements and change accordingly.
- Communicate & investigate all incidents, reports, learning & resultant actions in a timely manner to all stakeholders.

**Policy, Procedures and Legislation**

- Develop central Alliance procedures and policies to support the Strategy and that comply with and satisfy all Partner and Anglian Water safety rules and procedures.
- Ensure that all Alliance H&S team professionals are aware and trained to ensure compliance.
- Maintain understanding and awareness of all current legislation, best practice, and statutory requirements, and keep abreast of all new and forthcoming changes, ensuring full team and business readiness in advance.
- Review Alliance Inspection procedures (eg 245 process), ensure Learning & Action Plans are developed & implemented.
- Ensure the Alliance safety procedures support the safety and well-being for all employees working for the Alliance.

**Delivery, Compliance, Inspections, Incidents**

- Direct and advise on all areas of fundamental compliance and any areas of concern, take immediate steps to rectify.
- Never walk by an unsafe act of circumstance - ensure it is immediately dealt with satisfactorily & safely & reported appropriately. Be prepared to stop work immediately on your own authority, or to close sites in repeat or extremely poor control by contacting the Operations Manager.
- Ensure the Alliance complies with all Statutory, Anglian Water and Partner safety rules and procedures on all sites and projects.
- Test the safety knowledge, understanding & competence of Site Managers & support teams, to ensure all are confidently & safely in control of the workforce.
- Work with other teams and be accountable for the utilisation and implementation of the agreed inspection systems.
- Ensure each construction site is inspected each month (incl. but not necessarily limited to CSIR, CQIR, CEIR)
- Ensure a consistent and compliant approach to inspections through coaching, mentoring and training
- Carry out or arrange workplace/site H&S audits and monitor implementation of any remedial actions
- Proactive involvement throughout the Delivery Process, working closely with all relevant stakeholders.
- Ensure H&S standards and practices are consistent and compliant for each individual project and across the programmes of works.
- Provide technical expertise to incident investigation teams to establish cause and improve risk management.
- Ensure incidents are investigated & communicated, & reports are completed, with clear action plans developed & implemented, in line with Alliance procedures.

**Briefings, Training, Inductions, Continuous Improvement**

- Coordinate and/or provide H&S training where required for the H&S team, project and site teams and other stakeholders within the programme area.
- Ensure that appropriate H&S briefings, presentations are developed and communicated to support any action plan, improvement initiative or future risks.
- Support AW & Alliance safety initiatives & events (including the Stand Down Day & Inductions) provide material & briefings when required.
- Coordinate, plan, track and implement Tool Box Talks, site briefings, awareness campaigns and other communication initiatives across Programme areas.
- Drive continuous improvement in H&S standards and performance and in all matters relating to care of individuals and safe operating procedure

**Management of Resource, Stakeholders & Best Practice**

- Manage and coordinate the H&S resource & team to ensure construction management & teams are provided with adequate scheme support.
- Resource management, including recruitment, performance management for H&S team, in consultation with the Operations Managers.
- Agree personal development plans and objectives for H&S team.
- Bring best practice from AW, Partners, HSE and wider industry into the Alliance.
- Develop cross-programme improvement forum & ensure that best practice is shared, communicated & implemented across Programme areas.
- Consult and work with H&S teams from AW and all Partners to support a unified & efficient Alliance approach and drive compliance for all
- Work with AW teams to bring the Safe to Operate principles into the Alliance project design, development and implementation.
- Support Procurement & Design teams to develop safety competency and culture within the supply chain, designers and all other related stakeholders.

**Technical expertise, Culture, Leadership, IFE**

- Use own skills, expertise and knowledge to coach and develop colleagues' personal and professional capabilities.
- Take responsibility for personal performance and development to ensure highest standards of skill, knowledge and expertise are maintained to fulfil the role.
- Promote highest standards across the Alliance and provide suitable ROSPA Award nominations for sites, project and process teams.
- Promote individual and collective ownership of good H&S practice across all Alliance activities and particularly sensible personal health awareness.
- Work with and support the IFE programme as required

**Deliverables**

- Site inspections and compliance
- H&S Strategy and Plans

- Be accountable to manage and collate the health and safety data
  - o AFR / LTI and other metrics and KPIs that may be required

- o Incident and Near Miss analysis , conversion into and implementation of Action Plans

- o Minor accidents
- o Well being

**Leadership**

Team

Collaboration

Judgement & Decision making

Prioritisation & Planning

Integration

Communication

Responsibility & Ownership

Challenge & Personal Development

**Functional Reports**

None

**Delivery Reports**

Safety Advisor	Safety Coache
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