

Job Profile Risk and Assurance Manager

Job Title: Risk & Assurance Manager
Job Grade: Level 5 Zone 2
Salary Range: £53,897 - £65,350

About North London Waste Authority (NLWA)

Our mission is to preserve resources and the environment for future generations by exemplary planning, innovation and communication in managing north London's waste. We serve two million residents in seven boroughs and run communications and engagement campaigns to help them reduce their rubbish and recycle more. We campaign for government and industry action to reduce unnecessary single-use items, encourage reuse and repair and promote effective recycling.

To help tackle the climate emergency and to prevent rubbish going to landfill, we are building the greenest Energy Recovery Facility in the country and modern recycling facilities at the Edmonton EcoPark, through the [North London Heat and Power Project](#).

NLWA staff are employed by London Borough of Camden and benefit from Camden's recruitment, pension, and HR policies.

You will be expected to adhere to NLWA values which are:

Safety: We protect the health, safety and wellbeing of everyone involved in, and using, our services.

Accountability: We are accountable to Members and to each other for delivering our responsibilities.

Ambition: We work to the highest standard and aim for continuous improvement in all we do.

Inclusivity: We have strong relationships with all our partners and create a positive work environment where everyone matters.

Integrity: We celebrate success, we learn from setbacks, we promote transparency and respect in our work

In addition to NLWA values are the Corporate Services core principles which are:

Respect time: We respect other people's time as we do our own

Set realistic expectations: We set, manage and deliver to realistic expectations

Stakeholder excellence: Treat your stakeholders with the utmost empathy

Don't be too hard on yourself: Try your best on everything you do and don't worry if it isn't perfect

The Corporate Services Team will act as a thread across everything we do in NLWA. We will be NLWA's heartbeat. We will deliver upon the trust that we build with our colleagues and stakeholders. We will accept challenge as an opportunity to grow, learn, improve, and innovate.

The Corporate Services Team plays a critical role in supporting the organisation; creating the necessary conditions for the whole organisation, its people, processes and culture to deliver, as effectively as it can, a high-quality end to end Human Resources advice and support service to the Senior Managers, staff and related stakeholders and provide a first class advisory service for all terms and conditions advice

About the role

The Risk and Assurance Manager role will sit in the Corporate Services Directorate and is an essential role enabling the organisation to manage NLWA's Corporate Risk Register. This Corporate Risk Register will need to be developed, established and agreed with key stakeholders internally and externally to the organisation such as internal NLWA teams, NLHPP, London Energy Ltd, Borough officers and Members.

The successful candidate will provide organisational expertise in risk management and use this expertise to lead, develop, implement and continually evaluate how the organisation recognises and addresses risk, including contributing to organisational business planning

The Corporate Risk Register will need to incorporate and/or consider risks in London Energy Ltd and NLHPP, when agreeing mitigations. It will need to factor in financial, people, delivery and operational challenges. There will be a need to follow through with the established Corporate Risk Register and enable delivery of the key priorities and outcomes, by utilising exceptional change management skills. It is expected for the actions / mitigations of the Corporate Risk Register to form the short (next 2 years), mid (2-3 years) and long term (5 years +) priorities for the organisation, where these priorities are periodically tracked / managed.

The postholder will need to demonstrate assurance of operational and strategic plans, through working closely with the Corporate Strategy Manager, Head of Portfolio Management, Finance and HR teams. The formal governance regime for the organisation can be found [here](#).

The responsibilities of the postholder include (but not limited to):

Establishing an integrated Corporate Risk Register spanning a complex organisation resourcing >£1bn capital programme and an annual c.£100m revenue budget. This will help our organisation aspire to a common set of challenging yet realistic practical aims, enabling delivery of agreed risk mitigations through navigating diverse stakeholders, employing excellent change management skills and delivering through others

The postholder will be expected to integrate existing and form risk registers internally and externally to the organisation, reducing duplication and maximising efficiency, e.g., influencing borough partners to align risk / assurance related activity through each risk register. They will establish and deliver a Risk Management and Assurance Strategy for the organisation, ensuring that risk management action plans are appropriate, reviewed and actioned on a regular basis. The postholder will identify emerging risks tracking, communicating and enabling delivery towards strategic outcomes.

The postholder will recognise the need for periodic refresh of the Corporate Risk Register, through engaging and getting consensus through key stakeholders, communicating corporate risks and assurance related issues to different audiences from technical /operational to executive and political audiences. They will employ and establish an assurance strategy across the organisation (e.g., Three lines of assurance).

The postholder is expected to working closely with the Risk, Project Management, Governance, wider Portfolio Management, Finance and HR functions to prioritise viable change plans for practical delivery in addition to working closely with the NLHPP, London Energy Ltd to capture integrated risks and their respective mitigations, make recommendations on decisions taking considerations of time, cost & quality, where in cases some risks will need to be accepted. Cultivating an inclusive approach for delivery of risk mitigations / actions and be innovative in using data-driven approaches to managing risk and providing assurance

The postholder will enable agile ways of working to ensure assured delivery through teams, be responsible for individual delivery of 1-2 change projects / programmes, manage an Assistant Strategy & Project Manager and manage own workload, prioritising organisational needs as and when required.

About you

Strong, strategic mindset required to draw out the difference between “blue-sky” to practical risk mitigations

Experience of establishing large, complex organisational / major programme assurance strategy considering corporate risks

Experience of presenting complex information in a simple way to technical / non-technical / senior / non-senior people

Experience of influencing central and/or local government officers toward a successful outcome

Experience of successful complex project / programme or portfolio delivery (>£50m)

Ability to deliver through a range of stakeholders to achieve favourable results

Ability to proactively work through changing governmental policy, particularly post-pandemic and post-Brexit

Experience of leading a corporate / risk / assurance function in a complex system / organisation

A “can-do” attitude in a politically motivated environment

Experience of establishing and delivering risk management and assurance strategies

You will need to take a collaborative approach, as your work will involve dealing with all members of the NLWA team and helping to ensure the systems work well for individuals.

You will have good analytical and reporting skills and an ability to understand and implement processes.

You will have proven experience in planning and delivering to deadlines, including strong communication and influencing others to contribute to a mutually beneficial outcome.

You will be able to focus on internal and external customers, be innovative and creative, open to ideas and challenge and committed to individual learning and development.

Work Environment:

The NLWA offices are in Tottenham Hale; 2 minutes from the Tube station with great service and amenity links close by. There is also substantial opportunity for home working and alternative flexible working options are available/open to discussion.

People Management Responsibilities:

The post holder will have Line Management responsibility for an Assistant Strategy Project Manager.

The postholder will need the ability to build and maintain effective working relationships at all levels across the organisation in order to influence and get things done.

Relationships:

This role reports to the Head of Portfolio Management and/or Director of Corporate Services

The post holder will work closely with the Corporate Services Director and other members of the Corporate Services Team.

On a day-to-day basis the post holder will be expected to work collaboratively with and other Senior Managers within NLWA. There will be a strong connection to Camden’s Corporate HR function, Haringey’s IT function and the opportunity for shared learning.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our Corporate Service, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,