

Building Safety Manager

Grade
Your 9

Contract Type
Regional Worker

Director of Asset & Growth



Building & Fire Safety Lead



Building Safety Manager

Department

Asset Management → **Building & Fire Safety**

Role Overview

Support the Head of Compliance & Building Safety & Building & Fire Safety Lead to ensure Your Housing Group meets or exceeds regulatory & legislative requirements under key legislation such as the Building Safety Act & Fire Safety Act.

Act as the named Building Safety Manager for HRBs, lead on Building Safety Case development & Golden Thread compliance & support the delivery of the Resident Engagement Strategies.

RESPONSIBILITIES

- Support Your Housing Group to meet its statutory duties under the Building Safety Act 2022, including the management of building safety risks & regulatory engagement with the Building Safety Regulator.
- Promote building & fire safety across the Group's higher risk & taller residential buildings, ensuring compliance with all relevant legislation, regulations, & industry guidance.
- Ensure adherence to the Group's building safety policies, procedures, & governance framework.
- Oversee the effective management of building safety risks, ensuring higher-risk buildings remain compliant, well-maintained, & safely occupied.
- Develop, maintain, & review Building Safety Case Reports & associated digital records, ensuring the Golden Thread of information remains accurate, accessible, & demonstrable.
- Coordinate & monitor risk mitigation activities, ensuring remedial actions are appropriately prioritised, progressed, & completed within agreed timescales.
- Produce regular assurance reports, providing clear updates on building safety performance, compliance status, risks, & improvement activities.
- Undertake regular site inspections & maintain a visible presence within buildings to verify that safety measures are effectively implemented & managed.
- Conduct audits of servicing, maintenance, & fire safety activities to ensure compliance with statutory requirements, internal standards, & contractual obligations.
- Maintain accurate building safety records & documentation, ensuring compliance with regulatory requirements & organisational quality standards.

Our values



Honest & Reliable

We are authentic, open and dependable; and we do what we say we'll do.



Caring

We show kindness and consideration to our customers and each other.



Respectful & Fair

We listen to people, and strive for equity and inclusivity in all that we do.

- Provide specialist advice & guidance to colleagues, acting as a key point of escalation & consultation on building safety matters.
- Act as a key point of contact for residents on building safety matters, supporting the delivery of the Resident Engagement Strategy & ensuring residents are informed, listened to, & able to influence building safety decisions.
- Work collaboratively with internal teams, including Asset Management, Housing Management, Compliance, & Major Projects, to embed a proactive & risk-based approach to building safety.
- Develop & maintain effective relationships with external stakeholders, including contractors, the Building Safety Regulator, Fire & Rescue Services & other regulatory bodies.
- Coordinate actions arising from fire, structural, & building safety assessments, including Fire Risk Assessments (FRAs), Fire Risk Appraisals of External Walls (FRAEWs), & structural surveys.
- Support the development & delivery of building safety training & awareness initiatives, helping colleagues understand to fulfil their responsibilities.
- Monitor changes in legislation, regulation, & best practice, ensuring the Group remains compliant & is prepared for emerging building safety requirements.
- Maintain professional competence through continuing professional development (CPD), engagement with professional networks, & benchmarking against sector best practice.
- Support the safety management of other complex or high-risk buildings where required & undertake additional duties commensurate with the role & grade.

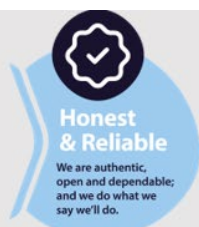
STRENGTHS

- ✓ Strong interpersonal, communication & IT skills
- ✓ Can-do attitude, focused on service improvement & value for money
- ✓ Ability to be effective in a quickly changing environment
- ✓ Ability to effectively solve problems
- ✓ Commercial awareness to understand how this role supports delivery of YHG objectives
- ✓ Proven planning, coordinating & organisational skills
- ✓ Able to communicate complex, technical information to non-technical customers & colleagues

ESSENTIAL REQUIREMENTS

- ✓ Demonstrable knowledge of current legislation & guidance e.g. RRFSO/Building Safety Act/Fire Safety Act/Flats Guide/Specialised Housing Guide etc. to translate this into proactive plans
- ✓ Technical knowledge relating to building safety (i.e. fire safety, construction etc.)
- ✓ Leadership skills in emergency situations
- ✓ Experience of developing & maintaining complex reports (i.e. Building Safety Case Reports)
- ✓ Ability to manage a range of building safety issues across taller buildings
- ✓ Full UK driving licence & access to a vehicle
- ✓ Experience managing building risk & safety in a property management role
- ✓ Experience of working with external bodies i.e. Building Safety Regulator/Fire & Rescue Service
- ✓ Experience delivering excellent customer care & valuing diversity & engaging with customers
- ✓ Knowledge of building construction, maintenance & compliance functions, for example the management/delivery of servicing & maintenance programmes.

Our values



BENEFICIAL TO THE ROLE

- Experience of surveying/auditing residential buildings
- Experience with digital compliance platforms or asset management systems (e.g. Keystone, MRI, C365).
- Experience of Project & Contract Management
- Educated to Degree level or equivalent in the Built environment or in Health & Safety/Facilities Management
- Qualifications such as Level 6 Diploma in Building Safety Management/NEBOSH general Certificate/Fire Safety Certificate or equivalent
- Professional membership/qualification – i.e. Chartered Membership of CIH or CIOB, full professional membership of IFSM/IFE/CIOB/RICS/CIBSE

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