

Job title: Senior Fire Remediation Legal Compliance Manager

Line manager: Head of Resident Engagement and Compliance

Grade (if applicable):

Direct reports: 2 x Fire Remediation Legal Compliance Manager (leading an overall team of 8)



Role purpose:

Accountable for leading Peabody's Fire Remediation Legal Compliance function. The role sets the standards, governance and assurance framework under which the wider fire remediation team operates, ensuring the programme works within its legal obligations arising from contracts, statute, leases, third party agreements and grant funding agreements.

The role leads a team of eight through two Fire Remediation Legal Compliance Managers, owns delivery of the Cladding Safety Scheme grant funding requirements for Homes England, and co-creates, implements and reports on a legal compliance governance and grant funding delivery programme meeting the requirements of Homes England and Peabody's policies.

Key results:

Leadership and people

- Lead, develop and performance manage two Fire Remediation Legal Compliance Managers and an overall team of eight, setting priorities and building capability across the legal compliance function.
- Deputise for the Head of Resident Engagement and Compliance on legal compliance and grant funding matters.
- Act as the senior escalation point for legal compliance risks across the fire remediation programme, proposing resolutions with clear recommendations.

Grant funding compliance (Cladding Safety Scheme)

- Own delivery of the Cladding Safety Scheme grant funding requirements for Homes England, covering grant applications, reporting, administration and coordination.
- Oversee preparation and submission of grant funding applications and supporting documentation to Homes England and other government bodies, ensuring grant funding agreements are executed and their conditions met.
- Ensure compliance with all obligations under executed Grant Funding Agreements, including resident engagement, evidence and progress reporting requirements.
- Act as senior point of contact with Homes England on grant funding compliance, assurance requests and escalations.

Legal and statutory compliance

- Ensure the wider fire remediation team works within the requirements of its legal obligations arising from contracts, statute, leases, third party agreements and grant funding agreements.
- Keep up to date with, and secure adherence to, all relevant statutes, regulations and guidance, including the Building Safety Act 2022, the Fire Safety Act 2021 and the Code of Practice for the Remediation of Residential Buildings, communicating obligations so colleagues understand them.
- Oversee monitoring, review, instruction and reporting on all litigation affecting the programme, and support negotiation of pre-contract agreements with contractors for remediation projects.
- Oversee compliance with the document execution and financial regulations of the Governance Framework, and with regulatory returns to all relevant regulators.

Lease management

- Oversee the Land Registry title hierarchy and comprehensive rights and responsibilities lease reviews across all building assets, with compliance guidance issued to the programme.
- Oversee leaseholder protection obligations under the Building Safety Act 2022, including certificate collection and record keeping.

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- Provide senior advice on complex lease and title matters to internal and external stakeholders, including Peabody Trust and its subsidiaries.

Project management, reporting and data

- Co-create, implement and report on the legal compliance governance and grant funding delivery programme, meeting the requirements of Homes England and Peabody's policies.
- Oversee planning, reporting and data management for the legal and grant funding requirements of the fire remediation programme.
- Deliver accurate and timely progress reports, regulatory returns and executive and board reporting, including the fire remediation compliance report.
- Oversee the Asset and Liability register and property stock data, ensuring records are current, accurate and accessible.

Success metrics:

- Cladding Safety Scheme grant applications, reports and administration are delivered on time and in full compliance with Homes England requirements.
- The fire remediation programme operates within its obligations from contracts, statute, leases, third party agreements and grant funding agreements, with risks identified, escalated and resolved.
- The legal compliance governance and grant funding delivery programme is implemented, reported on and meets the requirements of Homes England and Peabody's policies.
- The team of eight delivers against agreed priorities, with development plans in place for both direct reports.
- The Land Registry title hierarchy, lease obligation records and property stock data are complete, current and relied on by the programme.

About you:

You will be:

- A confident leader of legal compliance professionals, setting direction, managing managers and holding delivery to account across conflicting priorities.
- An ambassador for Fire Remediation Legal Compliance, keeping good governance at the heart of the team's activity.
- An excellent communicator, presenting complex legal, lease and grant funding matters with credibility to executives, funders, regulators and residents.
- Decisive under funder and regulator scrutiny, with sound judgement on escalation, risk and resolution.
- Committed to the highest standards of personal and professional integrity, conduct and confidentiality.
- Skilled at developing constructive working relationships with internal and external stakeholders, including Homes England, MHCLG, solicitors, developers and managing agents.

You will have:

- A strong track record of leadership in a legal, compliance or governance function, including management of managers.
- An LLB Law Degree
- Detailed working knowledge of the Building Safety Act 2022, the Fire Safety Act 2021 and associated regulations, guidance and the Code of Practice for the Remediation of Residential Buildings.
- Experience of government grant funding regimes, ideally the Cladding Safety Scheme or Building Safety Fund, covering application, reporting and administration.
- Expert understanding of Land Registry titles and complex leases, and of leaseholder protections.
- Project management experience on complex programmes, including planning, reporting and data management.

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- Experience of working within a regulated environment under external scrutiny.
- The capacity to lead under pressure, responding promptly and proactively with minimal supervision.

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