

# Health and Safety Business Partner



Lampton  
Services

# Contents

All you need to know about the organisation, the role and the process

Thank you for your interest in the role of Health and Safety Business Partner.

This recruitment pack contains full details of the organisation, the role and the recruitment process to assist you in your application.

The application deadline is Monday 30 March 2026.

Welcome from Lampton Group	3
Lampton Services	4
Role Profile	5
Person Specification	8
Core Mission and Values	10



# Welcome from The Lampton Group

The Lampton Group of companies was established by the London Borough of Hounslow in 2012 to:

- deliver social value services on a local level; and

- be commercial; fostering an entrepreneurial spirit and promoting growth.

The Group has a social heart with a commercial head and delivers outstanding services across the Borough of Hounslow.

We are made up of five distinct business areas:

- **Services** - delivering first class repairs, maintenance, and facilities management to Council and Lampton Group owned residential housing.
- **Recycle** - delivering domestic refuse and commercial waste collection as well as recycling services.
- **Greenspace** - delivering horticulture and conservation services, and parks maintenance.
- **Leisure** – delivering six leisure and sports centres, with facilities offering everything from state-of-the-art gyms, multiple swimming pools, tennis courts, soft play, a running track and more.
- **Homes** – delivering up to 1500 new build homes over the next 5 years by re-developing local authority land into residential and mixed-use projects.

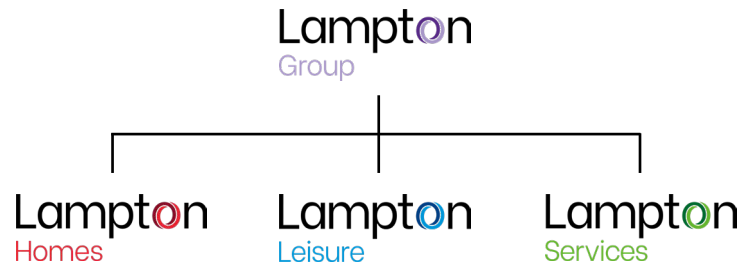
Our companies represent a bold, new and ambitious approach by a London Borough.



# Lampton Services

Part of the Lampton Group

We have three operating arms – Lampton Homes, Lampton Leisure and Lampton Services (including Coalo) – each exists to enhance the lives of local residents and support the council in supplying essential services. We do this by building high quality affordable homes, promoting health and wellbeing through our leisure partnership and by creating and maintaining award-winning green spaces, and providing valuable services that benefit everyone in Hounslow.



Our role in the community goes beyond the provision of services, delivering a positive social impact in every aspect of our operation - whether that's by creating training and jobs, reducing waste, providing clean, safe homes to live in or encouraging young people to engage in the local environment.



# Role Profile - Health & Safety Business Partner

## Understanding the role

### Purpose of role

The role oversees health and safety within the waste and recycling arm of Lampton Services.

This involves promoting a positive safety culture, providing day to day advice, and ensuring health and safety strategies and systems are effective and compliant.

As Health & Safety Business Partner, you will also provide professional advice and support on health and safety matters across the wider Lampton Group. Working collaboratively with the Group Head of Health & Safety and the senior management team you will help ensure health and safety standards are embedded across the business.

This is an exciting opportunity to develop your career within an organisation committed to driving continuous improvement and organisational change.

The position offers the opportunity to work flexibly and autonomously, managing your own time within a hybrid working environment.

### In return we offer

- Salary of £50,000 - £60,000 per annum
- Hybrid working
- 25 days holiday allowance, plus bank holidays
- Free GOLD gym membership
- Lampton Rewards - discounts and offers from top brands and services
- EE rewards - 20% off phone, sim and mobile broadband
- Enhanced Maternity and Paternity leave
- Pension Scheme
- Annual pay reviews and incremental pay increases
- Staff wellbeing services, including access to online GP, occupational health
- Flu Jabs
- Eye care vouchers and support towards glasses
- Cycle to work scheme
- Electric Car salary sacrifice scheme



# Role Profile

## Key Accountabilities

### Health & Safety Advisory and Technical Support

- Provide professional H&S advice on policy and best practice.
- Advise Lampton Group on complex and technical H&S matters, providing pragmatic solutions within available budgets.
- Work flexibly across all service areas and with partners to achieve company objectives.

### Strategy, Policy Development and Implementation

- Assist in developing and implementing the H&S strategy and H&S business plan.
- Support the development of the Group H&S management system during consultation activities.
- Develop and implement specific H&S policies, procedures and documentation not covered by the Group H&S system.

### Governance, Reporting and Board Assurance

- Prepare and present reports to Boards, meetings and committees.
- Ensure appropriate reporting is produced and identify opportunities for improvement.



# Role Profile

## Key Accountabilities Continued

<b>Compliance, Monitoring and Assurance</b>	<ul style="list-style-type: none"><li>• Support and collaborate in delivering audits and inspections in line with the audit and inspection programme.</li><li>• Take appropriate action to ensure compliance and improvement through the implementation of SMART actions.</li><li>• Complete regular evaluations of performance including legal compliance, adverse events, audits and inspections, identifying trends and improvement actions.</li></ul>
<b>Risk Management, Incident Response and Health Surveillance</b>	<ul style="list-style-type: none"><li>• Develop and support implementation of containment actions following identified concerns to prevent further loss.</li><li>• Arrange health surveillance as required and follow up on concerns with the People department and local management.</li></ul>
<b>Collaboration, Partnerships and Stakeholder Management</b>	<ul style="list-style-type: none"><li>• Work collaboratively with the Head of Health &amp; Safety, Heads of Services, service managers and staff across Lampton Group.</li><li>• Manage external relationships with Lampton Services, the Council, agencies and external contractors.</li><li>• Work as part of multidisciplinary project teams to support cross-departmental working.</li></ul>
<b>Culture, Leadership and Corporate Responsibilities</b>	<ul style="list-style-type: none"><li>• Promote a culture of continuous improvement in health and safety performance and promote a customer-first philosophy in service delivery.</li><li>• Lead by example by following safety procedures and wearing appropriate PPE.</li><li>• Promote diversity and inclusion as both an employer and service provider.</li></ul>
<b>Any Other Duties</b>	<ul style="list-style-type: none"><li>• Undertake additional responsibilities as required by the Group Head of Health &amp; Safety or Director of Governance &amp; Corporate Services.</li></ul>



# Person Specification

## Understanding what's required

### Knowledge, Experience and Qualifications

#### KNOWLEDGE AND EXPERIENCE:

- Solid experience in providing proactive H&S advice across multiple sectors (experience in the waste sector is desirable but not essential).
- Experience of reviewing, establishing, and updating H&S policies and procedures.

#### SKILLS & ABILITIES:

- A good understanding of health and safety legislation, and best practice.
- Excellent communication skills to relate effectively to employees, the management team, trade unions, elected members, and other stakeholders, and command their respect, trust, and confidence.
- The ability to manage and set KPIs, interpret Health and Safety data to identify trends, root causes and key issues and then propose and deliver effective risk management actions
- Demonstrable planning and prioritising skills to ensure results are delivered within the required timescales.

#### PERSONAL BEHAVIOURS:

- Ability to work positively with colleagues across the organisation to ensure consistent good practice.
- Takes personal responsibility to support change by responding to requirements and by continually striving to improve processes or activities, consistent with the companies Code of Conduct.
- Focused on the delivery of solutions and not problems.

#### ESSENTIAL H&S QUALIFICATIONS:

- NEBOSH diploma or NVQ equivalent, NEBOSH Certificate as a minimum with experience, or ideally working towards NEBOSH diploma
- Cert / Charter IOSH

#### DESIRABLE QUALIFICATIONS: (but not essential)

- Professional audit qualification (ISO45001, ISO9001, ISO50001, ISO14001)
- Professional H&S qualifications related to the waste, logistics or allied industries
- P405 Management of Asbestos



# Person Specification

## Understanding what's required

### Behaviours; Ways of Working

### OUR VALUES

Underpinning everything, we do are our values – Customer First – One Team – Respectful – Energised. Everything we do aims to align to our values and strategic ambitions. For this role we are looking for someone who:

- Participates with energy working directly with the Lampton Group Senior Leadership Team, working collaboratively with peers and to support the development and growth of Lampton as a whole.
- Adding value by providing advice, whilst acting as a critical advisor on health and safety issues, enabling effective service delivery in line with the organisation's plans, objectives, and priorities.
- Promotes the best interests of Lampton through liaison with key internal and external stakeholders including Managing Directors and Directors, Heads of Department, Managers, Head of Group Health and Safety, Health and Safety Business Partners, H&S Advisor, Employees, Trade Unions, Contractors, suppliers, and partners, Principle Designer.
- Promotes a respectful, safe, and inclusive culture for colleagues, customers and all stakeholders. This includes equality of opportunity and the recognition of diversity in the delivery of services and in employment practices, as required under Equalities legislation, Safeguarding requirements, and good practice.
- Embeds a strong customer focused culture and acts as a role model for promoting active engagement with a wide range of internal and external stakeholders.
- Effective time management and organisational skills, ability to work under pressure and lead by example to be flexible to changing demands and taking responsibility for own performance.
- Drives continual improvement and challenges performance levels.



# Core Mission and Values

## What we stand for

Our mission is to bring new commercial skills, capability and solutions that will enhance the reputation and achievements of the London Borough of Hounslow.

By applying leading management principles and practices we will become an employer of choice in our chosen markets where we compete successfully on an ethical and environmentally sustainable basis.

We will profitably grow the Lampton Group, seeking opportunity to diversify our business and the positive impact we make on the communities and customers that we serve, within the London Borough of Hounslow and beyond.

Our purpose is to create a brighter future for all by fostering more prosperous, greener and healthier communities through trusted partnerships.



### Customer first

We put our customers first by placing them at the heart of everything we do, with the decisions we make and actions we take.



### One team

We believe in working together as one team to continuously improve what we do. As one team, we can achieve shared goals and create real lasting impact in our communities.



### Respectful

We respect everyone: our colleagues, customers and the environment. We do so by building trust, keeping people safe, improving wellbeing, and looking after the world we live in.



### Energised

We approach work with energy, a positive can do attitude, and a drive to thrive in demanding environments. With the same energy, we take every opportunity to learn, develop and grow.



# How to apply

**Please apply online at: [www.oceanedge.biz/lampton](http://www.oceanedge.biz/lampton)**

**Closing date is: Monday 30 March 2026**

For further information or to discuss the role in more detail, please contact Philip Foster at our recruitment partner Ocean Edge Executive Search:

Tel: 07881 784997

Email: [philipfoster@oceanedge.biz](mailto:philipfoster@oceanedge.biz)

[www.oceanedge.biz](http://www.oceanedge.biz)

