

The Fletcher Construction Company

BRIAN PERRY CIVIL

POSITION DESCRIPTION

Position Title: Health, Safety, and Environmental Manager - Regional **Position Holder:**
Reports to: Operational General Manager **Date:**
Location of role:

PURPOSE OF THE POSITION

- Provide high level professional advice to the front-line leaders and workforce in your allocated area, to promote movement towards an interdependent safety culture.
- Coach workers on best practice safety and help them to ensure all risks are appropriately managed in the workplace.
- Lead by example and implement Fletchers practices and values.
- Review implemented site EHS plans with the team leaders and discreetly provide feedback where there are areas of opportunity.
- Be a respected member of the team and celebrate people doing the right thing.

DIMENSIONS

Division/Business Unit/Function Revenue	FCC/BPC (Northern, Central, Southern) Region
Direct Reports	(TBC)
Geographic Reach	(Northern, Central, Southern) Region
Authority Levels	As per Delegations of Authority

KEY RELATIONSHIPS

Key Internal Relationships	BPC General Manager; BPC Regional General Manager; BPC SLT; BPC Regional SLT; BPC National HSE Manager, BPC National Environmental Manager, FCC Group H&S Manager; Wider FCC H&S Managers
Key External Relationships	Clients and Consultants (Consulting Engineers, Project Managers, Architects, Surveyors, Engineers etc.); Suppliers and Subcontractors; Local Authorities and Councils, Industry Groups, Associations and Forums; Other Stakeholders (community groups, regulatory authorities, consultants).

BUSINESS CONTEXT / ENVIRONMENT

The Fletcher Construction Group currently operates throughout New Zealand and the South Pacific with offices in Papua New Guinea, Fiji, Solomon Islands, Samoa, Vanuatu, Tonga, and American Samoa. As a market leader in the delivery of major engineering and construction projects the Company has successfully operated for over 100 years in New Zealand and for many decades offshore. The Fletcher Group has wide expertise, experience and resources and has built and maintained strong relationships with clients, consultants, and suppliers. These attributes have enhanced its reputation to undertake demanding projects where value, quality and certainty of delivery are sought.

With approximately 500 employees across New Zealand, Brian Perry Civil, PipeWorks and Piletech brands offers Clients general contracting supported by a range of specialist services. The business focuses on technically complex construction/rehabilitation work and ground engineering. The range of markets served includes: Three Waters, Ground Engineering, Port and Marine and Infrastructure Services.

KEY ACCOUNTABILITIES AND MEASURES

Key Accountabilities (Important results you must achieve that define the purpose of your job)	Key Objectives (Key actions / processes required to achieve outcomes)	Measures (The goals on which you must focus to achieve your key outcomes)
Commitment and compliance with Fletcher EHS requirements	<ul style="list-style-type: none"> • Key Health & Safety responsibilities for this role include. • Drive a culture of care. Lead by example • Management of the Safety Management System including development, review, ongoing improvement, and implementation • Promote the ongoing success of FB Protect and support the implementation of the FCC Safety Reset in conjunction with DuPont • Contribute to the development of an annual business unit and northern region EHS Improvement Plan and ensure the planned deliverables are supported and targets achieved • Ensure that there are robust verification processes for compliance with regulatory and contractual requirements, as well as with the FB Workplace Health and Safety Policies, EHS Global Standards, FCC Health and Safety Manual and BPC EHS requirements • Ensure adequate resources are available for the effective implementation of health and safety strategies. • Receive, review, and distribute the BU and BPC Northern Region EHS statistics • Regularly attend projects to participate in either, toolbox talks, behavioural safety observations, conversations or site-wide health and safety inspections. 	<ul style="list-style-type: none"> • Regions have adequate and competent resources to deliver compliance with EHS requirements • TRIFR • EHS KPI's met • EHS targets and objectives are measured and demonstrably met • Evidence that Protect is embedding and being demonstrated on a daily basis at our projects
Management of accidents, prevention of injuries and wellbeing systems	<ul style="list-style-type: none"> • Ensure all accidents, incidents and near miss events are notified, reported, investigated, and closed out in line with the FCC EHS Event Notification and Investigation Process • Ensure that notifiable events (fatalities, notifiable incidents, injuries, and illnesses) are notified to the Regional Manager (and other internal escalations as required) and WorkSafe within required timelines • Participate in high level investigation groups when so requested by the Regional Manager or other FCC Group or BU H&S Manager • Review EHS performance within BPC Northern Region, including progress against EHS objectives and plans. Review reports of incidents • Participate in just culture reviews relating to health and safety incidents and breaches of lifesaver rules, as required • Liaise with injury management providers including the ACC TPA on the management of injuries whether proactively/reactively • Analyse incident trends to develop strategies to reduce incident frequency, severity reoccurrence • Ensure events entered to Radar are accurate, complete, and closed out in line with specified requirements 	<ul style="list-style-type: none"> • Reduction of lag indicators such as TRIFR, LTIFR and LTISVR • Incident reports, investigations and actions closed out within specified timeframes • Injured workers actively managed • Radar entries closed out within required timeframes
Risk Management	<ul style="list-style-type: none"> • Participate in risk management activities such as risk containment sweeps, risk verification audits and tiered leader walks 	<ul style="list-style-type: none"> • Risk management activities completed in line with FCC/BPC KPI's

	<ul style="list-style-type: none"> • Coach and mentor the regional leadership team in the principles of risk management • Facilitate, lead, and participate in risk workshops, risk reviews and bow-tie risk analysis to support the region 	
Maintain financial control over the H&S function	<ul style="list-style-type: none"> • Monitor, review and approve all credit card use and expense claims of direct reports • Approve all travel and travel related requests from direct reports • Participate in the development of HSE budgets for the Northern Region • Ensure costs are managed and assigned correctly to meet the HSE budget for the region 	<ul style="list-style-type: none"> • H&S function expenses incurred to ensure appropriate and adequate delivery of responsibilities occur in compliance with FB rules
Team Performance	<ul style="list-style-type: none"> • Lead by example and set high standards in personal and business integrity • Build and promote optimum team-based work environments • Manage and lead the H&S team by effective and appropriate empowerment of the teams • Communicate and gain commitment to the vision, plans and goals of the business ensuring the message reaches all levels • Conduct regular one on one and performance reviews and establish performance / development plans in line with the business goals for direct reports • Ensure direct reports complete performance reviews and establish performance / development plans in line with the business goals for their direct reports • Ensure relevant and clear performance standards are communicated to direct reports • In conjunction with the Regional Manager and Regional SLT assess resourcing requirements and participate in the recruitment process in line with recruitment policies and procedures • Identify development needs for HSE team and ensure they are addressed through appropriate training and development initiatives • Identify, develop, and retain key performers • Ensure performance issues are identified and addressed promptly in conjunction with HR and in line with legal requirements and Company policy and procedures. 	<ul style="list-style-type: none"> • Team understands the strategic direction and vision and the part their role plays in making the company a success • 100% completion rate for performance reviews • % of team members meeting / exceeding targets vs last review period • Identification, development, and retention of key performers • Relevance and effectiveness of development plans • Recruitment completed in line with position descriptions, salary band levels and Fletcher recruitment policies and procedures • Talent management and succession planning in place for key performers with annual review • Timeliness and quality of communications to operations team • Performance issues managed promptly and do not escalate.
Contribute to the success of the business as a whole, demonstrating organisational commitment and exhibiting company values	<ul style="list-style-type: none"> • Demonstrate support and application of FCC Values within the work environment • As a manager within the business, take a proactive leadership role in meeting objectives, being innovative and adding value • Constructively participate as a member of the BPC team • Co-operate with other BPC employees on joint initiatives, sharing information and discussing generic operational issues. • Working collaboratively with the wider FCC HSE community in the development, review, and ongoing improvement of business systems 	<ul style="list-style-type: none"> • Manager, peer, and customer feedback • FB results • FCC results • BPC results
Development and maintenance of strategic relationships	<ul style="list-style-type: none"> • Develop close working relationship with HSE professionals within BPC and the wider FCC / FB community • Develop and maintain positive working relationships with key stake holders such as clients, subcontract partners, regulators, and industry forums 	

Supporting the regional SLT	<ul style="list-style-type: none"> Act as a coach and mentor for the regional SLT and senior leads to implement the Protect Reset, line led safety model Coaching and support of leaders in the field to develop competence in key risk management areas, risk containment, critical risk verification, bow-tie analysis, and accident investigation Identify areas of improvement to advance the HSE management systems through development of systems and procedures Inform the Regional Manager of safety performance, compliance, risks, serious incidents, and responses. 	
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KEY CAPABILITIES

EHS Capability Traits	Subject	Level 4 - Mastery
Technical	Responsiveness to Changes in the Modern Workplace	Integrates a deep understanding of the challenges of the modern workplace and influences key decision-makers to ensure EHS is built into business change.
	Incident Investigations	Integrates a deep understanding of causation models into incident investigation; proven delivery of a complex investigation including engagement with legal counsel, regulators, and families.
	Law, Regulations & Societal Context	Deeply understands EHS and related laws; understands different market, social and political influences that shape and regulate EHS law. Connected to industry associations and influencing organisations.
	Risk & Decision Making	A deep understanding of decision-making processes and routinely influences decision-makers about risk, balancing priorities, risk perception and communication.
	Prioritisation of Critical Risk	Demonstrates ability to create a business case to support proposed critical risk interventions. Uses risk prioritisation methods to develop complex risk control programmes and mitigation plans during regular operations and growth.
Leadership & Behaviour	Skilled Communication	Communicates in a clear, compelling, and inspirational way – internally and externally. Creates organisational capability for effective communication
	Stakeholder Management	Develop and maintains relationships with key stakeholders; facilitates alignment of objectives, resource, and effort.
	Navigate complexity & ambiguity	Manages the tension between future goals and present needs across a broader landscape. Handles risk and uncertainty; makes sound judgements and trade-offs. Embeds simplicity.
	Drives Disciplined Execution & Outcomes	Deeply understands business operating model. Spots and removes systemic barriers to delivery. Promotes disciplined planning and delivery. Role models ownership and delivery of outcomes.
	Apply Strategic Vision	Defines/drives business strategy; translates this into their business and cements commitment. Uses strategy to allocate and deploy capital.

PERSON SPECIFICATION

Trade or Academic Qualifications	<ul style="list-style-type: none"> Tertiary qualification in Occupational Health & Safety (or equivalent)
Experience	<ul style="list-style-type: none"> At least 8 years' experience in a civil construction environment Experience in complex and/or large-scale projects and/or at Regional level incorporating multiple locations Experience in a people management role essential. Experience in a training and consulting environment is highly desirable
Skills and Competencies	<ul style="list-style-type: none"> High level of interpersonal skills Excellent written and verbal communication skills, including competent computer skills Excellent knowledge of the NZ legislative environment including HSE, ACC and HSNO and industry guidelines and standards. Thorough knowledge of work-related illnesses and injuries, and rehabilitation processes. High level communication skills with a coaching, influencing emphasis. Focuses field based operational leaders on developing capability.

	<ul style="list-style-type: none">• Flexible, resilient, shows drive and initiative.• Builds credibility and trust through business acumen and an interpersonal approach.
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POSITION IN ORGANISATION

Organisation Structure to be confirmed

**Structure is indicative only, the actual structure of a project team is dependent on the project requirements*

Signed: _____

Date: _____

Manager: _____

Date: _____