

<b>Job Profile</b> <b>EMP250v2</b> <b>Approved: Role grade EM 1 Upper</b>
<b>Job Title:</b> Deputy Director Sustainable Business
<b>Benchmark Profile (Name and number):</b> EMP250
<b>Is this replacing a current profile, if so, please provide job profile number:</b> EMP250
<b>Role Type (choose one from list by highlighting in red):</b> Operational Support/Admin Operational/Field Technical/Admin Managing Others Operational Policy/Technical Specialist/Advisory <b>Executive Manager</b>
<b>Line Manager Role profile number:</b> EMP292
<b>Title of Line Manager's role:</b> Director of Corporate & National Services
<b>Job Purpose (2-4 sentences providing an overview of the role's purpose and contribution to the organisation):</b>  <p>As consumers/partners become further aware of the climate emergency and the impact they are having on the environment, a growth in sustainable business has risen exponentially over the last few years. Alongside this external awareness, the Environment Agency has pledged to be net zero carbon by 2045-50 and with this we need strong, decisive leadership to drive the sustainability agenda across the EA.</p> <p>The current sustainability team does not have the structure in place to fully deliver on the EA ambitions and drive the culture change required. This role will be accountable for ensuring delivery of Emission which includes the Environment Agency's commitment to be Net zero carbon by 2045-50 and for assuring the performance of the business on sustainability to Executive Directors and the Board which includes ISO 14001 accreditation</p> <p>The role will provide professional services to the organisation to support compliance, performance and delivery of corporate ambition on sustainability. This involves working with senior leaders across the breadth of the organisation and Defra corporate services (potentially wider) to ensure sustainability is integrated across the business.</p>
<b>Describe any job specifics within this area (detailing the key outcomes the role delivers):</b>  <p>Through strong business wide leadership this role will lead and steer a culture change across the business to one where sustainability is an embedded part of how we work and is integrated into what we do.</p> <p>A key outcome of the role will be to enable delivery of the Environment Agency eMission strategy which includes:</p> <ul style="list-style-type: none"> <li>• Lead the response to the climate crisis (net zero carbon by 2045-50)</li> <li>• Lead the transition of our operations to a circular economy</li> <li>• Lead halting the decline in nature and supporting its recovery in our own operations and estate.</li> </ul>

In order to ensure this, the role will need to lead an established implementation team. That team designs how eMission gets built into business as usual. This will mean changes to the architecture of the organisation (for example business planning and business cases).

Responsible for corporate governance by assuring Executive Directors Team and the Board on the EA's Environmental compliance and accreditation to ISO (International Standards Organisation).

Through strong programme management and appropriate governance arrangements, manage organisation risk of failure to deliver on eMission. 0Lead a team of technical experts and business partners to support the business in delivery of the above.

Work with DEFRA Group property to share good practise and set the standards we need to deliver eMission outcomes.

Work with our other supply chain partners to drive innovation to help us meet our eMission outcomes.

### **Describe the challenges for this role:**

The eMission strategy has recently been refreshed, setting renewed ambition for corporate sustainability. This role will be key in shaping innovative approaches and challenging current work practices/inefficiencies of the organisation to be able to shift the culture to deliver the strategy.

The role will work across the business helping it find new ways of working to deliver the challenges, so the level and sphere of influence will need to be high and wide. Many of these changes will need to be radical and counter to how we have operated for years. This will require innovation in thinking and application.

A big challenge for this role will be establishing the overall picture on sustainability whilst simultaneously allowing it to be led from within business units at different rates.

Another will be integrating eMission delivery into current ways and/or future ways of working. Alongside looking forward the role will also have to challenge and be the conscience of the organisation to ensure it delivers its basic standard of compliance and environmental protection.

The role will support the CEO and Chair in influencing across Government to deliver the changes required to support the Government's net zero ambitions. This will include influencing HM Treasury, Cabinet Office and Defra Group. The role holder will motivate teams to deliver when outcomes may not be realised in the immediate future, as well as being aware of the wider context of the work facilitating collaboration between strategic partnerships to deliver solutions towards achieving results

### **Describe the type of interaction (s) this role has with others, and with whom:**

#### **Internally:**

Chief Exec/Chair – senior technical advisor on sustainability

EDT/Board – Business Performance (6 monthly and more frequently as issues and risks arise)

All Directors – delivery of ambition, compliance and changing ways of working (ad hoc frequent – weekly not uncommon)

Team – leadership and management (Daily)

Environment & Business – playing into the broader adaptation and mitigation role (every 2 weeks)

Leadership Teams across organisation – as required

**Externally:**

Defra Group – influencing the services provided to us to deliver sustainably (variable – quarterly face to face)  
Government wide – taking our experience and influencing performance improvement (ad-hoc)  
EA Business – technical expert and lead influencing societal change  
Cross Whitehall sustainability leads (quarterly face to face)  
+ ad hoc  
Our most prominent supply chain partners – primarily the suppliers on the EA construction framework (Quarterly face to face and ongoing dialogue)  
Professional Institute corporate lead (Quarterly F2F and ongoing)

**Accountabilities:**

The role will have a large remit and sphere of influence with significant freedoms to rethink the way in which the EA currently operate. The role will be expected to provide a radical and progressive response to the ambitious challenge the EA have set. It will have a significant impact on Defra's strategy and will be key in ensuring we have the right legislative and policy framework in place to drive the ambition.

As a Deputy Director, the role holder would be expected to adhere to the standard accountabilities:

1. Lead, plan and monitor the strategic direction of the function to support the delivery of business plans.
2. Lead, develop and embed a culture of effective change management, to adapt to, optimise and support the changing needs of customers.
3. Originate, champion and lead on initiatives for change to deliver efficient systems and support & improve business delivery.
4. Identify and manage operational risk to the delivery of the business plan to enable the Environment Agency to operate in a safe, innovative and efficient manner.
5. Lead, develop and motivate operational teams to deliver results on time, to required quality standards and cost, to fulfil the business plan and achieve environmental outcomes
6. Plan, monitor, control and realign resources to maximise their efficient and effective use and ensure objectives are completed to required standards.

Specific accountabilities for this role include but are not limited to:

- Environmental management compliance - The role is accountable for making sure the Environmental Management System (which assures our legal compliance) is fit for purpose and over and above that is to a standard that meets the ISO 14001 accredited international standard.
- Delivery of eMission ambition - – the role is accountable for developing that strategy and having a plan to turn that into implementation across the business.

**Does this role have any internal/external stakeholders or customers? Yes/No**

**Please provide a short list to show which stakeholders the role interacts with the most, and an example on the type of interaction required**

Please see above in the interactions section.

**Top 3 Capabilities to be considered:**

- Leads the organisation
- Influences and persuades others
- Delivers through others

**Direct Budget Responsibility of role holder (Yes/No, and quantity in £):**

Revenue     £1.79m  
Capital       £0.36m  
Total         £2.1m

**Indirect Budget Responsibility (the £ amount the role holder shares with others or has an indirect responsibility for – e.g. project spend) :**

Influence over indirect budget is hard to assess – this includes spending review bids (e.g. Defra Group Property) and wider organisational spend (e.g. Net Zero for Carbon Infrastructure Programme - £6m. The same will be true for multiple other functions as they work up eMission plans.

**If budget is shared, who is it shared with (please state who it shares responsibility with)**

**Control of Budgets – do you monitor other budgets/spend budget/raise revenue (Yes/No, an whose):**

**How many staff does this role directly supervise (e.g. line manage)?** The proposed structure has 4 direct reports.

**How many staff does this role actually have responsibility for?** 34 FTE (Please see attached proposed structure)

**Experience Requirements:**

A thorough knowledge and passion for the sustainability agenda, being able to articulate this to influence senior leaders within the organisation  
Experience of working within a government body is desired  
Strong Leadership is an essential part of this role with the ability to communicate complex issues in a simple, engaging way  
A thorough understanding of the external sustainability world, current legislation and best practice  
A strong external and internal network or the ability to build these quickly and effectively  
Articulate and confident when communicating; uses compelling narrative and data to persuade and influence senior stakeholders internally and externally.

**Educational Requirements:**

Educated to degree level (or equivalent experience) in a relevant subject.

**Professional Qualification Requirements:**

Has a relevant professional qualification (ISEP Institute of Sustainability and Environmental Professionals)

**Essential Additional Information (anything relevant not already covered above):**