



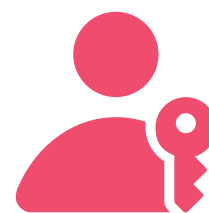
**Yorkshire  
Housing**

# **Data, Risk & Assurance Manager**


June 2026





# Key information about the role




## Data, Risk & Assurance Manager


 **Business area:**  
Governance, Risk & Assurance

 **Reports to:**  
Director of Governance, Risk & Assurance

 **Leader of others:**  
Yes

 **Contract type:**  
Agile Homeworking

 **Budget holder:**  
No

 **Car Allowance:**  
No

 **DBS check required:**  
No

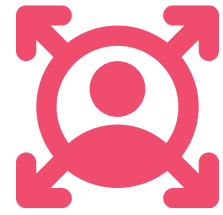
## About the role

### Role purpose

- Overall responsibility for leading and managing YH's Data, Risk and Assurance functions
- To ensure compliance with Data Protection, GDPR, STAIRs and all relevant legal, statutory and regulatory data requirements
- To own the risk and controls framework, ensuring it supports strategic decision making and provides assurance for board and regulatory oversight
- To lead the planning of the annual internal audit programme and to oversee its delivery
- To lead the YH Business Continuity plan and supporting processes
- To act as the lead Whistleblowing point of contact and ensure cases are investigated and managed appropriately
- To provide suitable reporting and insight to the senior leadership team, committees and Board

# Here's some of the things you'll be doing

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We're Yorkshire by name and by nature. And we make it possible for people to have a place they're proud to call home, whether that's to rent or to buy. It's our people that make that happen, and here's how you'll be supporting:

## Key responsibilities:

### Data Protection

- Lead the Data Protection function to provide excellent and timely advice and assistance to the business while ensuring compliance with all relevant regulatory and legal requirements
- Ensure effective management of:
  - Data subject rights requests (DSARs)
  - Data breaches and incident response
  - Data protection impact assessments (DPIAs)
  - Data sharing agreements and information asset registers
  - Social tenant access to information requests (STAIRS)
- Promote a culture of responsible and ethical data use
- Support business change through collaboration to ensure the identification of compliant and pragmatic new processes and solutions
- Act as Deputy Data Protection Officer and escalation point for complex data breaches, regulatory matters, and ICO engagement

### Risk Management

- Own the YH risk and controls framework, ensuring effectiveness and evolution to continually support YH objectives and regulatory requirements
- Ensure an effective and proportionate controls environment, escalating gaps or weaknesses
- Drive business capability and confidence in identifying and managing risk, supporting colleagues with training and guidance
- Maintain up-to-date strategic and operational risk registers, using the RHS Sector Risk Profile and horizon scanning to ensure completeness, and working with risk owners to ensure robust awareness and planning
- Perform organisation wide risks assessments to identify significant risk or exposure related to internal controls or compliance with regulatory standards and statutory requirements
- Own the YH business continuity plan and associated processes, ensuring these are kept live and updated, including completion of an annual review and stakeholder engagement and training as appropriate
- Lead the whistleblowing process, ensuring cases are investigated and managed in a timely and appropriate manner
- Provide high quality, transparent reporting to senior leaders, board and committees

## **Assurance**

- Lead the development of the annual risk based internal audit plan for the Audit and Risk Committee's review and approval.
- Oversee the delivery of the approved plan, ensuring flexibility to respond to changes in YH's business risks, operations, programmes, systems and controls.
- Be the initial point of contact with our Internal Auditors, responsible for building good relationships and managing engagement with the business, providing challenge and support as required
- Set clear expectations on the quality of Auditing and agree Audit KPIs annually and review the internal auditor's annual risk-based Audit plan
- Provide high quality, transparent reporting to senior leaders, board and committees

## **Leadership**

- Lead, develop and manage the risk and data team, setting clear priorities and objectives.
- Build a high-performing, inclusive team, promoting continuous professional development
- Align team delivery plans with wider Governance, Risk & Assurance strategy.



*As you can imagine, the above might not be all you'll be responsible for in role so you might be asked to take on some other key responsibilities if they're suitable for your role.*

# So, what will you bring to the role?

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## The main things:

- Being customer focused or as we say at YH “Customer Obsessed” with a willingness to learn, develop and continuously improve the customer’s experience
- An outstanding communicator, with good organisational skills, you will be approachable, and passionate about your role
- You will bring significant experience and expertise in data protection, risk and assurance
- Experience of managing a team with the ability to role model and provide effective leadership with a proven record of being able to coach, develop and unite others
- Work with enthusiasm to drive forward initiatives and implement change, inspiring the team and colleagues to strive for continuous service improvement
- Proven experience of successful stakeholder management
- Ability to present complex information confidently to a wide range of audiences such as Board and Committee members, and senior stakeholders in an inclusive and understandable way
- Excellent attention to detail with the ability to work under pressure, deliver to strict deadlines and manage conflicting priorities
- Skilled in the use of a range of MS applications such as Word, Excel, PowerPoint
- Eagerness to develop own skills and be open and adaptable to change, with evidence of personal and professional development
- A commitment to equality and diversity and inclusion in your approach and personal values and approach that align with YH’s values
- Ability to work flexibly in line with Hub, Home and Roam principles.

## It would be a bonus if you have:

- Relevant professional qualification in data, risk, business continuity, or assurance
- Experience of working in the Housing Sector or for a public sector organisation
- Experience of supervising or leading a Risk/Internal Audit/GDPR function.

# Our Yorkshire Housing values



## What are they?

Our values describe what matters most to us, and what our colleagues should expect from each other. We're all expected to show how we support and live up to these values in our work.

## Our colleagues are amazing

We want colleagues to feel free to be themselves, which means we all share responsibility for promoting a culture of equality, diversity and inclusion. We're also each accountable for our own health and safety by following our policies and completing any training needed for our roles. Our colleagues are amazing, and the diverse skills and abilities they bring to work every day are what make Yorkshire Housing such a special place to be. You spend a lot of your waking hours at work, so we're committed to giving you a workplace where you can truly be yourself, feel valued, and have opportunities to progress and develop.

## Create trust



- Do the right thing, not the easy thing
- Be honest and open
- Do what you say.

## Be curious



- Think differently
- Ask questions
- Keep learning.

## Make it happen



- Own it
- Do it
- Be empowered

## Achieve impact



- Do things that matter
- Deliver results
- Show pride and passion.

## Have fun



- Enjoy work
- Be yourself
- Stay connected.

