



Private Infrastructure  
Development Group  
Pioneering infrastructure changing lives

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## Job Description

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<b>Job title</b>	Head of Compliance
<b>Location</b>	6 Bevis Marks, London EC3A 7BA
<b>Travel required</b>	Possible
<b>Reporting to</b>	Chief Risk Officer
<b>Position type</b>	Full time

### About the role

The primary purpose of the role is to support the CRO in the formulation and delivery of strategies, policies and processes to identify risks and achieve compliance with the group's legal and regulatory obligations. The individual will be a subject matter expert and will leverage their knowledge and experience of best practice when developing compliance frameworks, compliance monitoring programme and other related policies; will influence key stakeholders across the group in business decision making by providing insight and thought leadership.

### Role and responsibilities

- Facilitate and drive adoption of the PIDG Operating Policies and Procedures (OPPs)
- Review and enhance the OPPs across PIDG while ensuring compliance with legal requirements and minimising reputational risk
- Continually enhance the compliance monitoring framework across PIDG to assure compliance with legal requirements, policies and processes
- Define and execute the annual compliance monitoring plan, including performance of regular and comprehensive compliance reviews
- Drive changes across the business in relation to key legislation
- Provide advice and guidance to business groups and PIDG companies on compliance related issues, including relevant laws, standards and codes of practice
- Promote employees' awareness and understanding by providing compliance training courses, including AML, ABC, data privacy
- Interact with management and Board committees, including Audit and Risk Committees, on compliance issues, providing valuable insights into emerging legislation, regulation and potential headwinds with cogent recommendations for ensuring compliance
- Develop and implement processes for horizon scanning to ensure that the risk register remains up to date and relevant in relation to compliance issues
- Develop and Implement procedures for ensuring PIDG is kept abreast of important news/developments which could impact PIDG's strategy and portfolio
- Articulate key compliance issues to Executive Management and Board committees
- Maintain the complaints and whistleblowing framework, oversee and support PIDG companies' resolution of complaints and whistleblowing reports, and manage the resolution of all complaints and whistleblowing reports for PIDG Ltd
- Develop exception reporting to ensure prompt action is taken on all relevant compliance incidents and all stakeholders notified and updated in a timely manner
- Maintain and develop the compliance culture across the group
- Undertake and take ownership of other compliance projects and assignments, as necessary.Group.

### Qualifications and education requirements

- Degree in a relevant finance, risk or management discipline
- Relevant compliance qualifications
- Practitioner certificate in data protection (desirable)

### Skills and experience

- Strong knowledge of UK (and international) regulatory landscape applicable to financial services
- Ability to analyse and interpret regulation correctly
- Strong communication and influencing skills and ability to influence outside of immediate team
- Experience of working at a senior level. Prior experience of engagement with non-executives desirable
- Leadership and coaching
- Exceptional integrity and honesty
- Strong judgement sense, crisis and risk management skills and managing to address critical issues proactively and tactfully
- Extensive experience of compliance and assurance work in financial services
- Appreciation of government funded organisations would be an advantage

**PIDG is an equal opportunities employer and values the diversity of all its employees, associates, owners, service providers and customers**