

Job Description

Job Title	Director of New Homes
Grade	18
Division	New Homes
Department	Housing & Modernisation

Purpose of the Job

Plan and deliver the strategic framework for the delivery of New Homes services within Southwark meeting the Council's fairer future promises. Deliver a large and complex programme over the short, medium and long term. Deliver the Council's new build council housing programme of 11,000 homes to meet targets year on year. Develop and lead the staff of the New Homes directorate and coordinate the Council's overall approach to achieve positive outcomes for residents of Council housing. Develop a strong contract management function and actively harness innovation and best practice. Work with external stakeholders and internal partners to ensure high quality services that meet the needs of the community and attract support from stakeholders locally and nationally. Provide advice to the strategic leadership of the authority on achievement of the Council's New Homes management objectives.

Principal Accountabilities

1. Strategically manage and drive forwards the transformation agenda and programmes in alignment with Council objectives, values and priorities.
2. Manage large scale projects and development programmes, to achieve social and economic improvements, address inequalities and achieve positive outcomes for the community.
3. Act as principal advisor to the Leader, Cabinet members, the Chief Executive and senior officers on high-level matters relating to the directorate.
4. Develop long-term policies for the functional area of responsibility, managing services to secure delivery and ensure that statutory and service obligations are efficiently discharged to required standards and meet specific needs.
5. Determine how the directorate must evolve over the longer-term in order to enable the success of the organisation. Monitor and control operational delivery against service plans and address emerging challenges.
6. Work in close collaboration with members and senior officers to deliver the Council's vision of a fairer future. Establish strategic partnerships that influence and drive stakeholders and achieve the desired outcomes.
7. Collaborate with external partners and devise negotiation strategies to produce an integrated and co-ordinated multi-agency approach across

service delivery. This involves development of innovative solutions and creating strategic plans to deliver programmes and projects.

8. Take responsibility for fulfilling service plans for a significant functional business area through strategic management of the directorate. Accountable for implementation and execution of policy, procedures and processes that optimise delivery.
9. Implement and embed a performance management culture for the functional area.
10. Plan for the development and monitoring of significant programme / project budgets and allocation of resources that have significant long term consequences on the achievement of Council objectives and the communities that the Council serves.
11. Responsibility for formally building capabilities within the directorate, while personally building capabilities elsewhere in the organisation through mentoring and other informal methods.

Job Context

Organisational Objectives

This role holds the key responsibility for delivery of services in new build council housing and client monitoring of external contracts, set against the Council's 'fairer future' agenda with regard to bring the full benefits and opportunities to all Southwark's residents .

Development and delivery of programmes of works or individual projects will involve development of innovative solutions and developing strategic plans to work with internal and external partners to deliver large capital programmes and projects which improve the Council's services.

In designing for delivery of outcomes the post holder will be responsible to innovatively use the Council's assets to meet the Council's corporate objectives.

These programmes/projects may be long term in duration, up to 30 years for the housing delivery programme, and will involve significant procurement programmes. The role has the responsibility for oversight of the negotiation and monitoring of contracts measured in tens of millions of pounds, including large outsourced services in new build council housing and professional services.

The impact of all services will have significant long term impacts on the existing and future residents of Southwark; in particular, this role will ensure appropriate engagement of all areas of the Council to meet mental and physical well-being needs of existing and future Southwark residents.

This role (on behalf of the Strategic Director) will often lead (on behalf of the Council) working closely and collaboratively with other departments within the Council to achieve positive outcomes for the community. The role will also on behalf of the Council work with external stakeholders and national representative bodies in the areas of these services, and will ensure the needs of service users are taken into account in designing and delivering services.

This role works in a cross cutting and collegiate way across portfolios and departments to be more than the sum of our parts and to deliver more with less. Closer collaboration has been effective in delivering the Council's vision of a fairer future for all in Southwark.

Southwark employs around 5,000 staff, with a Chief Officer Team (of Strategic Directors) led by the Chief Executive. This role is responsible for around 30 directly employed staff.

The Council is committed to maintaining Investors in People accreditation. All senior managers are responsible for managing "People and Performance Management" responsibilities within their areas.

Structural Arrangements

The post holder formally reports to the Strategic Director and is a member of the Senior Management Team.

Directly responsible for a group of senior professional managers and is accountable for implementation and execution of policy, procedures and processes. The staff groups and numbers will vary but will generally comprise professional, technical and operational support staff. The Director leads and shapes the workforce to achieve organisational objectives.

Financial Responsibilities

Responsible for managing complex budgets of significant value, including costing, analysis and financial controls. This may extend to investment considerations that have long-term strategic impact and commit the Council to large scale expenditures.

Contacts

Uses comprehensive knowledge and skills to negotiate independently while providing guidance and training to others on how to help the organisation by obtaining consensus between internal or external parties who may have different interests

The role will have regular contact with leading Council Members, Chief Officers and other senior manager across the Council giving advice, challenging perceptions around the delivery of services and promoting new ways of working.

The Director will represent the Council with external contractors, partners and other organisations; input has a significant impact on use Council resources and the ability to deliver positive outcomes for the residents of Southwark.

Grade/Conditions of Service

This post has been evaluated at grade 18

Governed by JNC for Chief Officers of Local Authorities (as amended by Southwark).

Contractual hours - minimum of 36 hours per week.

The post holder may be expected, on a regular basis, to work outside normal office hours, including attendance at evening meetings.

The post is considered politically restricted under the terms of the Local Government and Housing Act 1989 (as amended) as a 'specified role'.

Person Specification

	Essential (E) or Desirable (D)	How assessed (S/ I/ T)
Knowledge, including educational qualifications:		
1. Degree or equivalent level of qualification and/or work experience.	D	S
2. Be able to demonstrate the ability with evidence of continued professional, managerial and personal development, within the fields of management, strategy within the relevant discipline.	E	S I
Experience and Knowledge:		
3. Leadership experience in a similar complex organisation. Ideally experience of managing large capital programmes, complex contracts and large in-house services. A demonstrable ability to operate at a senior management level. Understanding of the scope of the portfolio and its future challenges.	E	S
4. Knowledge of the issues facing local government, and the legal financial, political context of public sector management and the statutory responsibilities of this post	E	S I
5. Substantial and successful experience of strategic management and demonstrable personal achievement of delivering on an organisation's strategic goals, at a senior level in a large, complex, devolved and dynamic organisation	E	S I
6. Demonstrable success in leading, implementing and delivering substantial cultural change programmes and projects across multi-functional teams and services.	E	I
7. A track record of establishing and maintaining a strong performance culture including effective performance measures, the evaluation of service quality and improving service delivery which meets the needs and expectations of customers	E	S I
8. Demonstrable experience of establishing and building partnerships and joint working opportunities within a complex policy and service environment with a wide range of partner organisations	E	I
9. A proven track record of successful resource management and delivery of cost effective, quality services within constrained resources.	E	S I

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| 10. Substantial experience of leading, motivating and inspiring diverse groups of professional and operational staff, to achieve organisational objectives. | D | I |
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Aptitudes, Skills & Competencies:

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| 11. Passion, drive and strong commitment to public service and local democracy with a clear vision about how they should develop over the next decade. Ambition to help us deliver an outstanding service to the residents and communities of Southwark. | E | I |
| 12. Ability to be hands-on and delivery & performance focused. | E | I |
| 13. Able to provide leadership and delivery of change to enable the council to deliver on its objectives. | E | I |
| 14. Ability to understand the changing legislative and policy challenges facing the provision of public services in a democratic environment. | E | I |
| 15. Ability to communicate with a wide range of audiences, presenting information, opinions and decisions in a clear concise and convincing way. Authoritative and influential with the ability to motivate people easily and enthusiastically. | E | I T |
| 16. Commitment to working in a collegiate leadership team and to fostering joint working across organisational and service boundaries. | E | I |
| 17. Political sensitivity with an ability to make progress in complex policy areas and a strong belief in the value of local democracy and accountability. | E | I |
| 18. Commitment to supporting Southwark Council's values and equal opportunity policy | E | I |
| 19. Analytical and decision making skills | E | I T |

KEY:

S Shortlisting criteria	D Desirable	I Evaluated at interview
	E Essential	T Subject to test