**Job Description**

**Housing Development Manager**

**Role Profile** Leadership - BCP Band O

**Service/Team** Housing Delivery **Reports to** Head of Housing Delivery **Number of posts** 1

**Number of reports** Responsible for a project development team of c 6 FTEs alongside direct management of numerous consultants, contractors and project teams

**Job Overview**

**My job improves the quality of life for the people of Bournemouth, Christchurch & Poole Council by…**

Leading the direct delivery of good quality new homes, by securing and project managing multiple high value housing schemes on Council owned land. Ensuring the effective new build, conversion, partnering and acquisition models for the creation of new homes, in order to help meet the housing needs of BCP residents. Developing the BCP housing development strategy for the Council’s direct delivery of homes, in partnership with many.

**Strategic vision**

Under the general direction of the Head of Housing Delivery, lead and manage the Housing Development team on numerous high value new build and property acquisition projects to improve the quality of life of the people of BCP.

Strategically and operationally drive forward a pipeline of new build by bringing forward surplus land and buildings for residential development, alongside the consideration of acquisitions in the market.

Responsible for the design and delivery of the Housing Development team service.

Lead the Housing Development team service with the aim of providing a high quality integrated service to meet BCP’s objectives by maximising the potential of people and delivering value for money for our local residents.

Act as an advocate for the residents and communities of BCP; ensuring that their voice is heard and taken into account when developing strategies and delivering outcomes.

To contribute towards the Housing Service Unit’s vision of delivering ‘*A unified and efficient service*

*which embraces change and improves lives*’.

**Specific accountabilities**

* Secure new build opportunities on both the Housing Revenue Account and the General Fund land for housing
* Establish and maximise a Council owned pipeline of sites/assets on both Housing Revenue Account and General Fund land
* Secure land acquisitions for residential development involving complex and specialist negotiations in the market to secure best value purchases of property and land
* Directly deliver residential developments from inception through to completion
* Progress schemes from strategic design and securing of sites through to post completion review
* Secure budget and ensure effective project management of multiple new build schemes with capital budgets totalling in excess of £100M at any one time, ensuring that budgets are not exceeded and the quality of new homes is high
* Secure and closely manage capital and revenue budgets required to deliver projects
* Develop schemes that are viable considering all tenure options whilst seeking to maximise affordable housing where appropriate and viable
* Develop and ensure implementation of the Council’s Housing Development Strategy
* Partner with Housing Associations as considered appropriate to develop out surplus Council owned sites and oversee the delivery of these schemes
* Act as client, instructing and managing multiple contractors and project teams for housing schemes
* Manage the Housing Development team and ensure effective resources are in place to deliver the programme
* Work with multiple partners on multiple schemes, including Councillors, internal teams, external agencies, property developers etc. to secure sites and ensure effective delivery of housing schemes
* Promote good practice in terms of building good quality homes including the sustainability agenda

Lead the formulation and development of service wide strategic and operational policies including the BCP housing development strategy.

Develop new working methods and practices, implement change and use meaningful measures of performance that are robust to inform service reviews.

Within area of responsibility be accountable for Elected Member and Senior Officer liaison.

Manage multiple contracts to deliver quality and value for money for the service.

Manage the high value budget across multiple capital new build and acquisition schemes and ensure that projects and programmes are delivered on time.

Develop strategic engagement and influence with key partners and stakeholders related to the service, both internally and outside agencies/organisations which add value to the Council’s services both locally and nationally.

Be responsible for staff health and safety and ensure teams comply with statutory requirements, such as the Health and Safety at Work Act and GDPR legislation.

Be responsible for the recruitment, management, development, wellbeing, of staff in the service to enable high standards of performance and customer service and ensure that appropriate workforce planning and performance management is in place to enable effective service delivery.

To set a positive and proactive culture within the Housing Development service and ensure that the organisations behaviours are embedded.

**Specific Qualifications and Experience**

* Degree in a relevant technical building subject or be able to demonstrate significant equivalent knowledge, skills and experience on complex technical property matters relevant to implementing a significant new build housing programme
* Professional competence in relation to direct delivery of Housing Development services including new build affordable housing
* Experience of acting as Development Manager for residential and mixed use development on multiple high value schemes at any one time
* In-depth knowledge and experience of developing affordable housing
* In-depth knowledge of housing development economics
* In-depth knowledge and experience of UK construction contracts
* Established network of residential development industry contacts locally and nationally
* Good knowledge of the residential development sector and national policy context
* Management qualification or equivalent experience for management of staff and teams
* Substantial experience in both the strategic and operational management of services
* Experience of leading high profile innovative projects which have a wide-ranging impact and reputational risk for the council
* Budget management experience and detailed knowledge
* Proven project management skills
* Excellent presentation skills to communicate with high level audiences
* Proven leadership skills including the management and development of teams
* Excellent negotiation skills and diplomacy to work with a wide range of stakeholders on complex and contentious issues