

JOB ROLE PROFILE AND PERSON SPECIFICATION

Post Title and Number: Regeneration Programme Director

Grade: HOS3

Dept: Housing and Regeneration

Service/Section: Regeneration

Reports to (title): Strategic Director for Housing and Regeneration

Purpose of the Role:

The focus of the role is to develop a funded strategy to deliver housing led regeneration programmes and strategic partnerships, which improve the conditions on the Council's own land and social housing estates and which use our ownership of assets as a catalyst to achieve broader growth in priority areas across the Borough along with improving the quality of Housing. Specifically it will involve leading our flagship, direct delivery estate regeneration scheme – Joyce and Snells through to the delivery stage making experience of overseeing design and delivery of construction projects a key requirement.

In developing our future pipeline the postholder will lead the whole process from the marrying of Local Plan opportunities with our own assets, funding and partnership strategies, feasibility and master planning to secure or enable deliverable schemes handing over to the development delivery team when approved or through procurement of partnership solutions.

The role also covers the management of existing partnership schemes in delivery, ensuring that they deliver based on commitments to residents and financial assumptions. Learning from these schemes, the role is to identify future models of partnership delivery where this is the best route for delivery.

Dimensions including Structure Chart:

1. Revenue and capital spend associated with staff and project development circa £5m and responsibility for developing regeneration schemes including their financial development, appraisal and securing funding of up to £1bn for each regeneration scheme.
2. Structure Chart: Attached
3. Number of direct reports: initially 5 including senior, specialist and highly qualified Regeneration Managers but subject to change with growth and emerging stages of schemes.
4. Nature of reporting relationship between post holder and line manager: The postholder will report to the Director of Housing and Regeneration.

Key Accountabilities:

Insert the most important and frequent accountabilities first.

Accountabilities	Time (%)
Corporate and Strategic	20

1. Lead and co-ordinate the development of a Regeneration and Growth Strategy with local area strategies ensuring that the needs of tenants and leaseholders and land and assets in the HRA are fully considered.	
2. Develop a core regeneration offer for residents, which is based on “good growth” principles demonstrably delivering benefits for existing residents over the life of regeneration schemes. Ensure this offer responds to residents’ priorities, concerns and lifetime housing needs so that where necessary it can secure successful ballots. This includes the development of community led activity. Ensure the wide promotion of the offer internally and externally.	
3. Support work with neighbouring Boroughs on cross border growth opportunities – for example Southgate with LB Barnet, Edmonton/Tottenham with LB Haringey and the Upper Lea Valley with LB Waltham Forest and Haringey.	
4. Work with the Investment and Building Safety Programme Director in developing the Asset Management Strategy to identify future programmes of regeneration and conversion of existing stock which has poor energy performance and requires retrofitting to achieve our zero carbon priorities, are costly to invest or when there is significant opportunity for intensification. On regeneration schemes work to ensure appropriate maintenance strategies are designed including during decanting and demolition phases.	
5. Work with the Head of Housing Management on the design of mixed tenure housing management to reflect the needs of the new housing and community and in the transition ensuring an appropriate service delivery model for areas in change.	
6. Work with the Head of Development and the Investment and Building Safety Programme Director to develop and deliver infill and roof developments on estates. Supporting resident engagement and improvements to wider estate. Also jointly consider hybrid solutions the offer wider regeneration and housing delivery benefits, such as partial demolition and redevelopment.	
7. Lead the development of engagement and communication strategies for regeneration schemes which address the needs of all stakeholders and which seek to support local ward councillors in their community leadership role required over the life of the regeneration scheme and at critical points including in the lead up to ballots.	
Partnerships and investment	20
8. Develop a partnership strategy. which identifies prospective partners to bring about appropriate investment for schemes and delivery that reflects an acceptable risk balance and enables the Council to maximise control over delivery.	
9. Maximise external public sources of Government and GLA funding for regeneration including socio-economic funding to improve the life opportunities and chances of residents. Seek private and social investment funding.	
10. Maximise funding through OPE and manage the existing commission through the Barnet Partnership structure.	
11. Develop a community wealth building strategy to maximise the benefits being secured through schemes.	
12. Ensure effective client/land owner responsibilities are provided for the two existing CUK schemes and the LLP at Ladderswood.	

13. Ensure an effective enabling role to support private landowners including community groups to bring forward schemes for development and to unblock stalled sites.	
Resource Management	20
14. Provide leadership and strategic direction to a multi-disciplinary staff team and external professional advisors employed within the service developing their skills and aiming to secure and sustain a team that can deliver over the life of regeneration projects	
15. Maintain and develop a culture that is consistent with the performance management framework and to take action where necessary to keep the key performance outcomes on course.	
16. Demonstrate high levels of financial acumen when managing scheme appraisals and business plans and budgets within agreed assumptions and hurdle rates, and in doing so ensure that value for money can clearly be demonstrated.	
Regeneration Commissioning	20
17. Provide comprehensive commissioning information to the development team to ensure the delivery of schemes are in accordance with promises made to residents and is within financial, other scheme criteria and governance requirements.	
18. Ensure effective reporting of progress, risks and opportunities through the Housing Development and Regeneration Board. This to include clearly identifying barriers and solutions to delivery, which may arise over economic and political cycles including with the production of a comprehensive risk register.	

Key Relationships (Internal and External):

Chief Executive
 Strategic Director Housing and Regeneration –line manager
 Directors in Public Health, Adults and Children’s services
 Head of Development
 Programme Manager – Development & Regeneration
 Heads of Service in Support service functions
 Heads of Service within Council Housing
 Staff within Operations team
 Leader, Cabinet members Portfolio holder and ward councillors
 Housing Directors in RPs
 3rd sector representatives
 Community leaders and representatives

Equality and Diversity:

The Council has a strong commitment to achieving equality in its service to the community and the employment of people and expects all employees to understand, comply with and promote its policies in their own work.

Health and Safety:

The post holder shall ensure that the duties of the post are undertaken with due regard to the Council's Health and Safety Policy and to their personal responsibilities under the provisions of the Health and Safety at work Act 1974 and all other relevant subordinate legislation.

For a more detailed definition of these responsibilities, refer to the current versions of the Corporate Health & Safety Policy, Group Safety Policy and employee information leaflet entitled "Health & Safety Policy; Guidance on Staff Health & Safety Responsibilities".

Corporate Health and Safety Responsibilities

All employees have personal responsibilities to take reasonable care for the health and safety of themselves and others. This means:

1. Understanding the hazards in the work they undertake;
2. Following safety rules and procedures;
3. Using work equipment, personal protective equipment, substances, and safety devices correctly; and
4. Working in accordance with the training provided and only undertaking tasks where appropriate training has been received.

Employees shall co-operate with the Council by allowing it to comply with its duties towards them. This requires employees to:

- take part in safety training and risk assessments and suggest ways of reducing risks; and
- take part in emergency evacuation exercises.

Employees shall report all accidents, 'near miss' incidents and work-related ill health conditions to their manager/supervisor/team leader.

Employees shall read the Corporate Health & Safety – Organisation Part B Policy to ascertain and understand their responsibilities as an employee, line manager, Assistant Director or Director of the Council.

Information Security:

In order to protect the confidentiality, integrity and availability of Council information, including information provided by customers, partner organisations, and other third parties, where applicable, employees will comply with the Council's Information Security Policy.

Statement of Commitment to Safeguarding of Children and Vulnerable Adults through safer employment practice:

Enfield Council is committed to safeguarding and promoting the welfare of children and vulnerable adults. Safe recruitment of staff is central to this commitment, and the Council will ensure that its recruitment policies and practices are robust, and that selection procedures prevent unsuitable people from gaining access to children, young people and vulnerable adults. All staff employed to work with or on behalf of children and young people in the Council must be competent.

All staff working with Children & Vulnerable Adults should be aware of, and share the commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults when applying for posts at Enfield Council.

Behaviours

Appropriate behaviours are key to the delivery of our vision for Enfield.

We want staff who will work collaboratively, flexibly and constructively, and exhibit this ethos in all their dealings with residents, colleagues and partners. Our leaders will be exemplars of the following behaviours and encourage them in staff at all levels;

Takes Responsibility

We want staff who are willing to make decisions and be accountable for them. Staff should have a positive can-do attitude where they see problems as challenges which can be overcome. They should accept responsibility for service delivery, be clear about their service offer and deliver what they promise.

Is Open, Honest and Respectful

We want staff who are comfortable and confident to acknowledge the difficulties and the barriers they face. They should also be able to constructively challenge the way things are done where there is evidence that it impedes service delivery. Challenge should be conducted in a professional, courteous manner with the aim of reaching a mutually agreeable resolution.

Actively Listening and Learning

We want staff who are prepared to actively listen and reflect on customer concerns with a view to understanding the customer's point of view. Staff should be able to receive constructive criticism and be prepared to adapt the way they operate and deliver services where appropriate.

Working Together to find solutions

We want staff who can work collaboratively with other departments and partners, freely sharing their knowledge and skills to identify solutions to address customer concerns.

Candidates: Please ensure you address these behaviours in your responses to the essential and desirable (if applicable) criteria above.

A/I/T

<p>Competencies:</p> <p>Candidates: Please ensure you address these competencies in your responses to the essential and desirable (if applicable criteria above.</p> <p>Management information: Please choose a maximum of 6 most important competencies for the role from either the <u>(Staff Competency Framework (up to SO2) or Leadership Competency Framework (PO1&above)</u> and list here in ranked order. Candidates will be asked to address these when making their application.</p> <ol style="list-style-type: none"> 1. Leadership and Customer Focus 2. Inspiring and Leading Change 3. Driving Success 4. Communicate and influence 5. Resilience 6. Political Awareness 	<p>A/I/T</p>