

**Manchester City Council
Role Profile**

**Assistant Director Housing Development, Grade SS3
Growth and Development
Reports to: Director of Development**

Role

Overall purpose of the role

This role will drive key changes in the way the city delivers housing to achieve the objectives of our Housing Strategy, principally with key responsibility to deliver 32,000 new homes across the city by 2032. 10,000 of these homes are targeted to be affordable.

Housing sits at the apex of our economic opportunity but also across the indices of deprivation. This role will drive its contribution to our wider growth priorities whilst also guiding investment to ensure that new inclusive neighbourhoods meet the needs of our residents whilst also driving housing standards and decarbonising the wider housing stock.

The role will lead the Council's contribution to the Manchester Housing Providers Partnership, collaborate with Adult Social Care on a new supported housing procurement programme, manage the Councils housing investment vehicles along with leading the housing policy environment at Greater Manchester and national level

Role Context

Private Sector Housing Growth

- Coordinate with developers, institutions and landowners to channel housing investment to deliver 32,000 new homes by 2032
- Develop and implement a strategy for bringing empty homes back into use
- Provide oversight and strategic guidance to members and officers regarding the delivery of specialist housing products including supported housing, Built to Rent (BTR), Single Family Rent (SFR) and Purpose-built Student Accommodation (PBSA).

Affordable Housing Delivery

- Coordinate with developers, institutions and landowners to channel housing investment to deliver 10,000 new affordable homes by 2032

- Manage the delivery of affordable housing via Registered Providers. This requires significant investment of Council land and other resources and close partnership working.
- Ensure 'age friendly' principles are applied to all Council-funded affordable housing, liaising with the Member-chaired Age Friendly Housing Group to develop and oversee implementation of an age-friendly housing brief for these homes.
- Delivering the Council's obligations under its 3 PFI contracts including Compulsory Purchase Orders (CPO) and other land assembly to ensure development sites are available. Ensure that residents receive an effective service from the PFI contractors.
- Manage a new Housing Revenue Account (HRA) development unit and work with Homes England to deliver a new housing construction pipeline.

Housing Investments

- Manage the Council's investment into Matrix Homes Joint Venture with Greater Manchester Pension Fund.
- Manage the Council's investment into This City and the manage delivery of the first phase of 1650+ new homes on the seven sites across city.
- Provide strategic input to guide the delivery of new mixed tenure housing delivered within the wider regeneration programmes including Victoria North, Holt Town, Strangeways and Wythenshawe Civic.
- Manage the Council's Extra Care capital delivery fund.
- Manage the Council's Housing Affordability (Section 106) fund.

Improving Housing Standards

- Manage the implementation of the citywide Selective Licensing scheme.
- Coordinate the Council's ongoing response to Fire Safety issues across the city and the monitoring, management and implementation of the required interventions required by the Building Safety Act
- Lead relationship with the Social Housing Regulator in the city
- Managing the Council's Social Housing Decarbonisation Programme.

Supported Housing Delivery

- Managing the Enabling Independent Accommodation Strategy.

- Responsible for the collaborative work with Adult Social Care leading the procurement programme and the delivery of new care villages including Extra Care, specialist accommodation and care packages.
- Ensuring new affordable housing delivered through partnerships meets the needs of an ageing population those most vulnerable in the city.
- Deliver grant/loan schemes for publicly and privately owned properties, including Disability Facilities Grant

Tackling poverty and inequality

- Working with Adult Social Care and Children's Service to identify acute housing needs to inform investment private and public housing investment strategies
- Working with Homelessness and partners to deliver the Council's bed every night commitment along with exploring strategic acquisition and private letting opportunities to achieve revenue savings
- Attend internal strategic homelessness meetings and Manchester Homelessness partnership meetings
- Contribute to the reduction of fuel poverty through assessing the viability of the Council's various communal heating network, recommending improvements and delivering the Council's Heat Networks project and delivering compliance with the Heat Network (Metering & Billing) Regulations.
- Lead the capital investment and delivery of new Gypsy & Traveller facilities

Governance and partnership working

- Chair the Strategic Housing Board
- Coordinate meetings of the Council's Housing Board to ensure effective decision - making.
- Promote partnership working with the Manchester Housing Providers Partnership and the Greater Manchester Housing Partnership to maximise Registered Provider contribution to the Council's strategies.

Role Accountabilities:

This senior management role will provide strategic leadership and management to a service area. The role has oversight and responsibility for a service or range of high quality services which includes services commissioned by other providers.

Lead the development of innovative commissioning and service delivery strategies, taking into account best practice and the needs of local communities which deliver the vision for growth, people and place within available resources.

The role holder will establish new ways of working which focus on outcomes for Manchester communities and drive continuous improvement in the delivery of services, and the professional development of employees.

Shows passion for Manchester throughout their work and in their behaviour, championing Manchester in everything they do.

The role holder will develop greater coordinated working across services, partners and communities through relationships with key stakeholders and by listening and engaging with people to deliver improved services.

Manage employees and budgets successfully ensuring service needs and resource levels are identified and met.

Ensure statutory regulations are met to safeguard the organisation and the population of Manchester.

Lead responsibility for advising elected Members, Committees, services and other stakeholders from public, private and voluntary sectors on matters relating to their service area.

Foster commitment, talent and fresh thinking, challenging yourself and others and take responsibility for their own development and promoting continuous learning.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

Where the roleholder is disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the role. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.

Behaviours, skills, and technical requirements

Our Manchester Behaviours

- We are proud and passionate about Manchester
- We take time to listen and understand
- We 'own it' and we're not afraid to try new things
- We work together and trust each other
- We show that we value our differences and treat people fairly

Generic Skills

- **Policy Skills:** Ability to interpret the political context at a national, regional and sub - regional level to identify policy priorities with ability to lead the development of innovative, evidence-based policy options.
- **Partnership and collaborative working:** Ability to build and maintain strong networks of support both internally and externally and to forge effective partnerships with external agencies, voluntary and statutory, and key stakeholders for the continuous improvement of services. The ability to harness the full commitment and responsibility of all key stakeholders in delivering the vision of excellence for the city is crucial to success.
- **Communication Skills:** Speaks fluently and writes articulately, expresses opinions, information and key points of an argument clearly, makes presentations and undertakes public speaking with skill and confidence; responds quickly to the needs of an audience and to their reactions and feedback; projects credibility.
- **Strategic Thinking:** A strategic thinker, with the ability to identify critical issues and formulate programmes of work which respond to these issues and to oversee their effective implementation.
- **Planning and Organising:** Ability to turn strategic ideas and objectives into practical, well organised plans, identifying and organising resources, effectively monitoring performance against milestones and deadlines and taking account of changing circumstances.
- **Financial Management:** Strategic awareness of the financial structure of the Council and the implications of decisions on the delivery of value for money for tax payers.
- **People Management:** Ability to exert positive influence over the performance of others, promoting others' self-esteem, inspiring trust and fostering confidence in others' ability to achieve high standards, thereby enhancing a performance

orientated culture which supports the delivery of high quality services to the community.

Technical requirements (Role Specific)

This role requires a broad and deep knowledge of housing strategy and policy issues affecting the economic, environmental and social life of cities and city regions and the role of local government in addressing those issues.

It is essential that the post holder has technical experience in the delivery of new housing and the ability to translate strategic initiatives into an investable proposition through viability and funding tools.

Candidates should have a degree or equivalent professionally accredited qualification relevant to housing, construction, surveying or planning.