

JOB DESCRIPTION and PERSON SPECIFICATION

Director of Development and Building Safety

Location: ISHA, 102 Blackstock Road, Finsbury Park, N4 2DR

Reports to: Chief Executive

Direct reports: Principal Development Manager (programme delivery); Principal Development Manager (New Business); Principal Sales and Marketing Manager; Commercial Manager; Head of Partnerships, Procurement and Energy, Assistant Director of Building Safety and Compliance, Senior Project Manager

Team: Development and Building Safety

Directorate: Development and Building Safety

JOB PURPOSE: As the Director of Development and Building Safety you will drive the delivery of quality homes and places, ensuring new and existing homes are safe and compliant and risks are mitigated appropriately. With your Leadership Team colleagues, you will provide strategic direction and drive delivery across ISHA, helping establish a people (resident and colleague) focused, high-performing, culture.

ISHA VALUES: Consistently demonstrate and champion ISHA's values through your behaviours, decisions, and interactions with colleagues, residents, and partners, whilst always acting as a positive and visible role model for our values **of Professional, Motivated to Deliver, Compassionate and People Focused.**

KEY ACCOUNTABILITIES:

Strategic management

- With Board and Leadership Team, establish the strategic objectives, business and financial plan and culture for delivery. Motivate and develop employees to implement these and achieve ever higher levels of resident satisfaction, value for money and service improvement.
- Play a full role in high quality governance, partnering with ISHA's Board and its committees with honesty and integrity and delivering timely, quality papers and information to support their role. Be the lead officer for the Property Investment Committee, working closely with the committee Chair. Away days and meetings are weekend/evenings.
- Oversee a small, centralised procurement function, ensuring adequate engagement and the creation and monitoring of metrics and practices that test compliance and deliver value for money and resident-focused procurement across ISHA.
- Meet all statutory and legal obligations – and keep abreast of how they are changing.
- Be responsible for the development, embedding and compliance with a performance framework and indicators for your areas of operation. Report accurately and transparently to residents, the Board and relevant third parties (including regulators) on these.
- Develop and lead on risk management within your Directorate, ensuring key risks are embedded within ISHA's risk assurance framework.
- Lead the directorate, ensuring quality people management, and effective delivery of the full range of functions to agreed budgets, from new business to programme delivery, to health and safety and compliance.
- Deputise for the CEO as necessary, including managing emergency events and liaising with stakeholders, residents and the media.

Development

- Help keep the communities ISHA exists to serve, mixed and vibrant by securing viable opportunities for and delivering quality social and shared ownership homes.
- Ensure the homes we build are of a high quality, based on up-to-date and relevant design brief and employers' requirements, and an asset to the people who live there, and ISHA in the long term.
- Ensure quality handover to Housing and Neighbourhoods colleagues to provide the best experience possible for colleagues and residents moving in.
- Deliver an effective sales and marketing strategy for shared ownership homes and disposals.
- Through leadership of the North River Alliance (NRA) consortium, help other housing associations deliver their development aspirations
- Consolidate and build partnerships with local authorities, and other anchor institutions who serve our communities, such as the GLA.
- Work with funders and partners, ensuring compliance with their funding and audit requirements.
- Oversee the procurement of insurance services for ISHA and its properties.

Commercial and Energy

- Develop and deliver ISHA's commercial strategy, ensuring properties are well managed and maximise returns. Ensure the commercial strategy and emerging community investment strategy are linked and synergies maximised.
- Ensure ISHA is compliant in relation to its provision of energy, including heat networks, CHP and PV/Solar, ensuring value for money and cost-efficiency are maximised for ISHA and residents.

Building Safety and Compliance

- As ISHA's designated lead for Health & Safety, carry out the functions as defined in section 126b and 126c of the Housing and Regeneration Act 2008, as amended by the Social Housing (Regulation) Act 2023.
- Lead the Building Safety and Compliance teams, meeting all statutory and legal obligations for the management of buildings and ensuring compliance with all current and emerging building safety regulations (such as the Building Regulations 2010, Regulatory Reform (Fire Safety Order) 2005, Fire Safety Act 2021, Building Safety Act 2022, Fire Safety England Regulations 2022, relevant approved documents (particularly structural, fire, gas and electrical) and industry standards, including all compliance elements of the regulatory framework.
- Identify and deliver the remediation programme of buildings with fire and other defects or identified issues, ensuring ISHA is compliant with Fire and Building Safety legislation and maximising cost-recovery from developers and/or other routes. Deliver the programme on a risk-based approach, with timeliness and quality communication with and between all stakeholders, especially residents.
- Lead a refreshed ISHA approach to emergency planning, including overseeing the production of an updated Business Continuity Plan. Ensure strong engagement with the Plan and emergency arrangements by necessary departments. Review lessons learned from incidents and embed necessary changes.

General

- Have a passion for the development of employees across the business, starting with outstanding management, motivation, support and development of your direct reports.
- Take responsibility for the induction, training and career advancement of the employees in your directorate, ensuring they are managed and motivated appropriately, with performance issues tackled

in a fair and consistent manner.

- Set and manage organisational and directorate budgets.
- Ensure that health and safety concerns for employees and residents are appropriately addressed.
- Play an active role in our strategic intent to be a proudly anti-racist and inclusive organisation and deliver our equity, diversity and inclusion strategy.
- Represent ISHA in relevant internal and external forums.

ESSENTIALS: In addition to the principal accountabilities of the role, there are several significant elements that we deem them essential for every role at ISHA:

- Ensure safeguarding responsibilities are fully and effectively met by embedding ISHA's safeguarding procedures into practice and decision-making, and by promoting a safeguarding culture appropriate to the scope and seniority of the role.
- Champion equity, diversity and inclusion in all aspects of work, ensuring policies are actively applied and the principles of fairness, inclusion and respect are positively promoted with colleagues, residents and wider stakeholders.
- Maintain a safe, compliant and responsible working environment by ensuring full adherence to health and safety and data protection requirements, and by promoting practices that protect personal wellbeing, organisational data and the safety of others.
- Ensure organisational priorities are met through flexible and responsive working, adapting approach and taking on additional reasonable responsibilities as required to support the needs of the team, directorate and ISHA, as and when required.

PERSON SPECIFICATION Director of Development & Building Safety		Essential
Right to work in the UK		
1.	Proof of eligibility to currently work in the UK (we are unable to offer sponsorship)	✓
Education and Qualifications		
2.	Educated to degree level or equivalent professional qualification	✓
3.	Membership of a relevant professional body	✓
4.	Highly literate and numerate	✓
Knowledge, Skills and Competencies		
5.	Working in senior positions at a strategic level, delivering demonstrable improvements/outcomes	✓
6.	Experience of devising and delivering effective strategies, business plans and projects	✓
7.	Management of high-performing multi-disciplinary teams	✓
8.	An excellent track-record in development and Health & Safety, ideally within the housing association sector	✓
9.	Effective working with a wide range of stakeholders	✓
10.	Working in a customer/resident/service user centric organisation with evidence of customer involvement to improve products or services	✓
11.	Experience of governance and compliant procurement – including understanding effective controls, assurance and risk management	✓
12.	Excellent interpersonal skills and demonstrable ability to build rapport quickly and effectively with a wide range of colleagues and other stakeholders	✓
13.	Excellent people management skills and the ability to bring out the best in others, experience of coaching is desirable	✓
14.	Excellent written and presentation skills and the ability to communicate well, nuancing messages for different audiences	✓
15.	The ability to devise and execute strategies that deliver the intended outcomes in a timely, cost-effective way	✓
16.	Creative problem-solving skills and ability to find pragmatic, but impactful solutions	✓
17.	Effective project management	✓
18.	A strong working knowledge of building safety/compliance and the legislative and political context in which it is delivered	✓
19.	A strong working knowledge of energy provision and the regulatory context in which it is delivered	✓
20.	Effective budget setting	✓
21.	Tested negotiation skills, with strong commercial acumen	✓
General		
22.	The ability to work in complex, ambiguous times, while maintaining clarity of purpose and being true to one's values	✓
23.	An understanding of public policy and political context in which ISHA operates and its residents live	✓
24.	Comfortable with the level of accountability and responsibility at director level	✓