

JOB DESCRIPTION

JOB TITLE:	Senior Housing Manager
MANAGED BY:	Head of Place Strategy
GRADE:	11

BACKGROUND

The West of England Combined Authority is seeking to appoint a Senior Housing Manager to join the Housing and Place Team.

This is an exciting time to join the West of England Combined Authority. In the last year nearly three quarters of a billion pounds of new investment has been secured for the region. New plans are in place to deliver on Mayoral priorities to improve transport, skills and housing for our residents, take decisive action to tackle the climate emergency, and to support communities facing the cost-of-living crisis. There is a relentless focus on delivery to put the West of England on the map for regional, national and global success.

Led by the regional Metro Mayor, the West of England Combined Authority brings together three local councils, the Local Enterprise Partnership and works with communities, other public services, and industry to deliver for the region.

Come and help shape the future of the West of England, a place so many people are proud to call home.

THE ROLE

Reporting into the Head of Place Strategy, this role will develop and implement a strategic approach to housing and local regeneration investment across the West of England.

They will:

- Work with the Unitary Authority housing and spatial planning leads at Bath & North East Somerset, Bristol and South Gloucestershire to support and develop a strategic approach to housing investment across the region.

- Develop and assess a pipeline of housing and regeneration investment opportunities, working with Homes England to leverage and strategically allocate future Combined Authority funding.
- Sponsor delivery of Combined Authority funded housing programmes led by the Unitary Authorities, ensuring delivery meets key targets and offers value for money.
- Support delivery of the Metro Mayor's priorities on housing and identify opportunities to ensure spatial planning is appropriately reflected in delivery of mayoral priorities around environment, transport, business, and skills.

KEY RESPONSIBILITIES

The successful candidate will be expected to work flexibly on housing policy issues as they arise. However, core responsibilities are expected to include:

- Working with the Unitary Authorities (UAs) to develop a pipeline of housing and local regeneration projects across the West of England, supported by a high-level prioritisation framework.
- Leading on assessing UA funding proposals for housing and local regeneration projects, providing high quality recommendations to senior decision makers within the Combined Authority.
- Implementing a housing and planning governance model across the Combined Authority, bringing together the UAs and stakeholders such as Homes England to make evidence-led decisions on funding.
- Leading drafting of briefings for Senior Managers and the Mayor on issues relevant to post holders areas of responsibility, coordinating the input of colleagues.
- Sponsoring the delivery of UA housing and local regeneration projects funded by the Combined Authority, including local Masterplanning, to ensure that plan maximise value for money and align with the Mayor's wider strategic objectives.

PERSON SPECIFICATION

ESSENTIAL (MUST HAVE)

Qualifications and Knowledge

- Educated to degree level or able to demonstrate equivalent professional experience in a relevant sector.
- Excellent knowledge and experience of the national, regional and local housing and planning landscape.

Experience

- Significant experience of working in a complex stakeholder environment, with a housing, planning or land-use focus, and can demonstrate ability to develop and maintain effective relationships.
- Experience of assessing external business cases, preferably in a housing and planning context, to provide clear recommendations for senior decision-makers
- Drafting high-quality documents, suitable for publication
- Experience of working with and advising senior officers and elected representatives

Skills and Competencies

- Strong organisational skills, with an ability to manage a complex set of investment opportunity data to facilitate effective discussions.
- Ability to develop productive working relationships with a wide range of internal and external stakeholders.
- Able to negotiate and influence stakeholders at all levels of the organisation.
- Excellent verbal and written communication skills including translating complex information and investment proposals into clear and engaging reports for a variety of audiences.
- Ability to prioritise workload to achieve desired outcomes and meet deadlines

DESIRABLE

Qualifications and Knowledge

- Relevant post graduate professional qualification

Experience

- Experience of managing boards, steering groups or committees with senior leaders in a public-sector context

REWARDS AND BENEFITS

Alongside a competitive salary, we offer an excellent benefits package including:

- 26 days annual leave plus bank holidays
- Generous Employer-Contribution Pension Scheme through the Avon Pension Fund
- Cycle to work scheme and secure bike parking
- Free eye tests for all display screen equipment (DSE) users
- Discounted monthly bus tickets
- Hybrid working to split your week between the office and home to help you achieve the best work/life balance and career goals.

We have recently moved into a new bright, airy, modern office space, with all latest technology, under a 10-minute walk from Bristol Temple Meads Train Station. We offer flexible and hybrid working options too if you would rather work from home, or another suitable location.

As an equal opportunities employer, we invite applicants to contact us to identify any additional support they may need during the recruitment process.

WE PAY THE LIVING WAGE

We're proud to have been accredited as a Living Wage Employer

Living Wage accreditation means that everyone working at The West of England and Combined Authority receives a minimum hourly wage of £14.21 - higher than the government minimum for **over 23s, currently £10.42 per hour**



It also means that anyone who provides services to, or has contracts with us, must pay the Living Wage, setting the bar for good employer practices in the region. This includes those who provide services to The West of England and Combined Authority, such as cleaning and facilities management contracts, as well as those who have contracts with us - such as IT providers.