

## London Borough of Camden Job Profile

**Job Title: Head of Camden Living Development**

**Job Grade: Level 6 Zone 2**

**Salary Range: £84,194 - £93,975**

### **About Community Investment Programme (CIP) and Camden Living group of Companies.**

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. We want to be bold in supporting the *We Make Camden* ambition: ***Everyone in Camden should have a place they call home.***

CIP have a target to build 4,850 homes 1,800 social rent homes, 350 Camden Living intermediate rent homes as well as new temporary accommodation and hostel beds for people experiencing homelessness. This will require diversifying our models of delivery – both to accelerate and broaden our impact, but also to ensure we are delivering for communities whilst managing financial risk to the Council.

The Council's wholly owned company Camden Living Ltd was established to widen housing opportunities for Camden residents primarily by offering intermediate rent homes to middle income households. The company also manages market rent homes built by CIP. In 2022, the Council decided to establish a Camden Living Group of companies (CLG) including the incorporation of a new subsidiary company Camden Living Housing Association that has apply to become a Registered Provider of social housing. The objective was to increase the Council's capacity to create genuinely affordable homes through the CIP by financing delivery of affordable housing outside of the Housing Revenue Account (HRA).

### **About the role**

Because the development of CLG's objectives are closely interlinked with delivery of CIP objectives it is expected that the post holder will be a member of the CIP Development SMT. However, because of the requirement under company law to build in separation / differentiation between the activities of CLG/CLL/CLHA and the Council the postholder will be a representative of CLG. The post holder will work alongside the Head of Company Operations to provide this service. The post holder will be accountable to the Chairs of the Camden Living parent and subsidiary companies in the CLG Group.

The Camden Living Group of procure Development services, and other operational services, via a Corporate Services Contract. The service contract with CLHA is in place and identifies the role of Head of Camden Living Development as described below.

Head of Camden Living Development will be responsible for **Development and Business Planning** Services and will work closely with the Head of Camden Living Operations who is responsible for Company operations and Corporate Support.

1. Develop the Company Business Plan to deliver the RP objectives
2. Update annually the Company's Business plan (Corporate Strategy and Long Term Financial Plan) and the Investment Strategy.

3. Manage acquisition of a pipeline of new homes from CIP and other developers in line with the Business Plan and Investment Strategy and agreed Acquisition Criteria.
4. The Head of Company Development will keep the board informed of all potential and live opportunities including S106 opportunities at meetings of the board and for each acquisition to only be approved by the board if in accordance with this policy.
5. In respect of each potential acquisition by CLHA, the Head of Company Development shall:
  - i Formally present to the board an analysis in respect of such acquisition to the board by way of a written report. The written report will provide the board with a comprehensive understanding of the property acquisition based on independently commissioned professional valuation, financial and legal evidence assessing the impact of the potential acquisition in due diligence terms on CLHA's wider business plan. This will allow the CLHA board to provide feedback in respect of any potential acquisition before any such proposal is put to them for formal decision.
  - ii Provide confirmation, with evidence, to the board that the Acquisition Criteria are met; and
  - iii At all times ensure that any acquisition will not cause CLHA to breach the Regulatory Standards.
6. Manage the Handover new homes to Service Provider Representative for Housing and Property Management Services. Monitor performance of Property Management Services during Defects Liability.
7. Research and report to Board on housing policy developments for affordable housing delivery to include social rent and intermediate rent. Identify grant funding opportunities and initiatives to help deliver CLHA objectives.
8. Maintain compliance with the Governance Agreements.

### **About you**

You will have knowledge and experience of

- Best practice in Project and programme management and experience of best practice in regeneration and development activities – including acquisitions
- Local authority governance and company legal and decision making requirements
- Understanding of and working relationship with the GLA

- Regulatory standards for social housing
- Construction and safety responsibilities in relation procurement practice and related to construction and Construction law.
- Effective resident environment, communities and engagement techniques in relation to construction regeneration projects.
- Contract and property law, including Landlord & Tenant law and practice.
- Knowledge of Asset Management Planning, particularly in a local authority context.

### **Work Environment:**

Office based or working from home with periods of time spent outdoors and visiting construction sites.

### **People Management Responsibilities:**

In parallel with their accountability to CLG and the Council's Service Provider Representative the post holder will report directly to the Director of Development and is required to deputise on occasion.

The post holder has responsibility for day-to-day management of staff and consultants which will reflect the complexity and value of the Camden Living housing development programme.

### **Relationships:**

The Council's Camden Living Shareholder Representative, Supporting Communities Directors and Heads of Services across the Directorate. And the Boards of Camden Living Group of Companies.

The post holder will be responsible for developing a new way of working bringing together a range of Camden Living Board members, stakeholders, ward councillors, tenants, leaseholders, residents and communities to establish and deliver a shared vision the new Camden Living group of companies.

This is a new venture for Camden Council, involving significant business risk in terms of delivering the investment strategy and reputational risk for the Council if the Camden Living group of companies fails to deliver.

The post holder will have daily contact with chief officers and very regular contact with elected members, including presenting reports to Cabinet, scrutiny and ward councillors. The post holder will represent Camden Living at a wide range of public meetings.

### **Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

### **Is this role politically restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

### **Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and other ethnic groups, those who identify as LGBT+, neurodiverse and disabled people. Click [Diversity and Inclusion](#) for more information on our commitment.

### **Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

### **Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG,