

## Role Profile

<b>What is the role?</b>	Head of Assets and Sustainability
<b>Responsible for:</b>	Assets and Sustainability
<b>Reports to:</b>	Director of Assets and Compliance
<b>Line management:</b>	Asset Intelligence Manager Investment Delivery Manager



## Origin – shaping communities; building lives

Origin exists to make change happen for the good of communities. We help people by providing affordable homes – but that's not enough. We support vulnerable residents to lead happy and better lives. We empower our staff to take action and rise to every challenge with 'can do' positivity.

Good people are the future of our innovative, working community. We have placed an exciting 'People' strategy at the heart of our culture – to support training and personal development, to deliver our values and to move Origin forward.

We describe this new approach as OWOW: Origin Ways of Working. OWOW is about meeting business outcomes, you'll enjoy greater autonomy over how you deliver your role, how you manage outputs and when you spend time at work, allowing you to benefit from any productivity gains in the course of delivering your role.

This shift in culture will be built on a mature and mutual relationship of trust between managers and yourselves, ensuring we live up to one of our key values of Build Trust. By working with this new relationship model, we can aim toward focusing on 'outputs' and not 'outcomes'. Space is allocated to 'activities' and not 'individuals' by providing a range of flexible working options that benefit both customers and staff. As a result, your work can take place at the most effective location and at the most effective time. Put simply, flexibility becomes the norm rather than the exception. This is the new Origin Housing way of working.

## The role

Be responsible for the professional and effective leadership of the Assets & Sustainability Team, ensuring Origin Housing has robust stock condition data that is used to shape and deliver timely investment programmes, improve the energy performance of our homes, and effectively manage complex projects in a customer focused way that offers value-for-money.

## What you'll do

### Take the lead

- Effective leadership of the Assets & sustainability team, ensuring that staff make a positive contribution, deputising for the Director where appropriate, sharing skills, coaching and mentoring to ensure excellent service is provided and that the team meets its targets and key performance indicators.
- To contribute to the effective identification and management of risk with proactive development and deployment of effective mitigations and controls.
- Plan and manage the resources of the department, including leading projects to secure achievement of Origin's objectives.
- Ensure effective financial management of the asset budgets including budget setting, forecasting, and monitoring; and ensuring best use of resources.
- Lead on ensuring we meet our statutory and legislative obligations and are focussed on providing homes that keep our residents safe and warm.
- Oversee and steer the development of our new bespoke Asset Management System.

### Create Energy

- Acting as a key owner of assets data, creating a culture in which staff understand the importance of accurate customer/property data, devising and developing effective systems for storage and reporting of asset intelligence outputs.
- To lead of the effective management of asset projects, driving investment programmes and working with the team to ensure projects remain on time, to cost and to a good quality.
- Support the development of skills and expertise within the team.

### Bring people together

- Lead, manage, motivate, and develop your team and ensure effective performance management of all staff to secure achievement of Origin's objectives and promotion of Origin's values.
- To engage and manage external consultant firms across a range of disciplines to design and deliver high quality schemes which meet the Groups required hurdle rates.
- To establish and maintain relationships with key internal customers, stakeholders, contractors, consultants and service providers, together with residents and their representative groups.
- To lead on the appointment and ongoing management of consultants, contractors and other suppliers through robust, transparent and compliant procurement guidance.
- Ensure the views of the customers (external and internal) are regularly sought and acted upon to support excellent service delivery.
- Liaise with and develop strong working relationships with internal and external stakeholders, contractors and partners. Act as an ambassador positively promoting Origin.
- Support the integration of Origin Housing as a subsidiary of Places for People, delivering services in London.

### **Come forward with a can-do attitude**

- To lead and support the assets & sustainability team in the delivery across a range of projects, asset functions and workstreams.
- Assemble, collate and communicate information relating to asset projects and programmes for internal and external use, including preparation of business cases/feasibility studies/executive and board reports.

#### **Keep under review:**

- Asset Management Strategy and team plan
- Policies and practice to respond to customer requirements
- Ensure legal compliance and best value for money for Origin and customers
- Ensure effective performance reporting is happening for all aspects of the departments service delivery.
- Prepare and present reports as necessary to support:
  - Effective governance
  - Decision making
  - Performance management
  - Commercial control

### **Go the extra, extra mile**

- Contribute to the leadership of Origin as part of the Senior Managers' Group including assisting with:
  - Developing corporate strategies
  - Service design and service improvement
  - Promoting innovation
  - Determining annual plans and priorities
  - Supporting achievement of corporate performance objectives
  - Ensuring effective inter-team working
  - Contributing to and leading corporate events such as Managers Forum
  - Leading investigations such as grievances and disciplinarys
- Ensure the necessary policies, procedures and control measures are in place and maintained for compliance with legislation and regulatory requirements, including health and safety, for all your areas of responsibility.
- Identify and manage actual and potential risks, both health and safety and wider business risks, within your area of responsibility
- Active participant with business continuity planning and be part of crisis management groups as required.

## What you'll need

### Essential

- Relevant sector experience delivering asset strategies.
- Competent knowledge/experience/understanding of the issues impacting upon social housing (all tenures) in respect of design, construction, defect mitigation, building safety, funding streams and related legal issues.
- Commercial acumen, able to effectively identify, analyse and mitigate risk.
- Effective persuasion, influencing and negotiation skills.
- Competent IT skills and effective written/oral communication ability, together with accurate numerical skills, with financial/business understanding.
- Self-motivated, able to problem solve and work without close supervision.
- Team player able to work in a challenging fast paced environment across multiple workstreams, adopting a collaborative approach to their work.
- Able to work under pressure to deliver outcomes against tight deadlines.

### Desirable

- Keen to learn and develop existing skills and knowledge base.
- Proactively develop their career, acting as an ambassador of the Origin ethos and values.
- Full driving licence and access to a vehicle for work purposes.

### Technical / Professional Qualifications

- Educated to degree level or equivalent experience.
- CIOB or RICS membership or equivalent.

## Do you share our values?

Our Values are core to who we are and what drives the way we work and are relevant for all

- **Take the Lead:** Take action, get involved, listen, challenge, be objective, question, help, try things out, make a difference. We embrace change and are inspired and encouraged to make change happen.
- **Create Energy:** We direct our energy towards moving things forward. We gain energy from our achievements which, in turn, motivates us even more.
- **Build Trust:** There exists a common trust between us; our residents and each other. We are inclusive, united by our shared goal to build thriving communities where people can prosper and grow.
- **Be Generous:** We are committed to giving more of ourselves - it comes naturally to us. From this we feel fulfilled.

- **Stay Grounded** We 'get' life; we know where it can take people - sometimes up, sometimes down. We're realistic and pragmatic in our approach. We believe it is our social responsibility to get individuals, families and communities back on track.
- **Remember the Little Things** We're here to make the world a better place; one small action at a time. Little things add up and become a big change.

Additionally, we would like you to:

- Support your own personal development by attending training events.
- Comply with the Association's Health and Safety policies.
- Comply with the Association's Code of Conduct by behaving in a professional manner at all times.
- Demonstrate commitment to valuing diversity and upholding the Association's equal opportunities policy at all times.

Please note this post does require satisfactory references and DBS check.