

## **Job Description**

**Job title:** Deputy Mayor for Housing & Residential Development

**Unit:** Mayor's Office

### **Job purpose**

1. To lead the political and strategic framework for delivering the Mayor's housing priorities, especially building more affordable homes for Londoners.
2. To lead for the Mayor the development of the Mayor's housing policies including the 'Homes for Londoners' team; the statutory housing strategy; housing investment programmes and projects; planning policies related to housing; the strategic use of GLA-family land and development of other public land; measures to improve the private rented sector; and measures to tackle homelessness.
3. To work with other Mayoral appointees and the relevant Executive Directors to give political direction and to ensure an effective and efficient leadership and co-ordination to deliver the Mayor's housing and related objectives.
4. To advise the Mayor on the development and implementation of housing-related planning policies, including their application to specific proposals.
5. To represent the Mayor externally and to be the main interface with the press and media on all housing and related issues.

### **Principal accountabilities**

1. To lead, on behalf of the Mayor, the development of the Mayor's housing strategies, to monitor their implementation, budgets and review programmes.
2. Work with other Mayoral appointees, lead corporate officers, functional body leads, and boroughs to ensure the implementation of strategies and policies relating to housing, land, and associated planning issues.
3. To work with other Mayoral appointees and relevant officers to develop planning policies that further the Mayor's priorities, including oversight of those that relate to housing.
4. To provide advice to the Mayor on housing aspects of referable planning applications, throughout the planning decisions process including weekly Mayoral meetings, and engage in appropriate dialogue with developers around housing aspects of applications and pre-application discussions.
5. To work with other Mayoral appointees to ensure the Mayor's priorities in relation to housing and related matters are considered in the development of other mayoral policies and strategies.
6. Advise the Mayor on all housing, land, and related planning matters, and promote the Mayor's positions to a wide audience including borough leaders, housing associations, developers, and businesses.

7. Ensure the Mayor receives the best policy advice, guidance and briefings on all housing matters and ensuring the wider local, national and where appropriate international political context is covered.
8. To be a member of the Home for Londoners Board and any other internal and external boards or panels that are relevant to the Mayor's housing responsibilities.
9. On behalf of the Mayor, or with the Mayor and other Mayoral appointees, to undertake negotiations with central government departments concerning housing, land, and related planning policy.
10. On behalf of the Mayor, liaise with boroughs, housing associations, developers and others in the housing and planning sectors over all matters relevant to the Mayor's housing policies.
11. Act as the lead for press and media contact on all housing and related matters.
12. Realise the benefits of London's diversity by promoting and enabling equality of opportunities, and promoting the diverse needs and aspirations of London's communities.
13. Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this post.

## **Key relationships**

Accountable to: The Mayor's Chief of Staff

Accountable for: Resources allocated to the job

Principal contacts: The Mayor, Mayoral appointees, senior managers of the Authority and functional bodies, central government and its agencies, London borough leaders and cabinet members, housing associations, developers and other leaders within the property and construction industry, representatives of the business community, universities and research institutes, housing charities and voluntary bodies.

## **Person specification**

- 1 Extensive experience and a proven track record of leadership in developing, implementing and reviewing strategy in a large organisation, ideally within the scope of the broader housing agenda.
- 2 Ability to foster public and professional awareness of the Mayor's housing priorities and programme through links with boroughs, housing associations, developers, business, professional bodies, statutory agencies, charities and voluntary organisations.
- 3 Strong strategic skills, with an ability to propose and evaluate strategic options and to lead the policy debate in the areas covered. Well-developed analytical and problem-solving skills and ability to devise creative solutions to complex problems and issues.
- 4 Knowledge and significant experience of operating in a complex political environment together with consultation and negotiation skills in order to seek to change opinion and influence political and other stakeholders.

## **Behavioural Competencies**

### **Building and Managing Relationships**

... is developing rapport and working effectively with a diverse range of people, sharing knowledge and skills to deliver shared goals.

#### Level 4 indicators of effective performance

- Identifies and engages a diverse range of influential contacts within stakeholder and community groups, and partner organisations
- Builds alliances to establish mutually beneficial working arrangements, openly sharing knowledge and insights
- Actively challenges and addresses 'silo attitudes' to encourage effective relationship building inside and outside the GLA
- Understands the complexities of political dynamics and uses this to manage relationships and resolve conflict effectively
- Identifies clear win-win situations with external partners

## **Stakeholder Focus**

... is consulting with, listening to and understanding the needs of those our work impacts and using this knowledge to shape what we do and manage others' expectations.

### Level 4 indicators of effective performance

- Adapts objectives and the GLA's public facing position based on the context behind stakeholder needs and requests
- Builds the GLA's reputation as an organisation committed to meeting the needs of Londoners
- Manages partner organisations' and Londoners' expectations of the GLA by anticipating and influencing changing priorities
- Instils a culture that encourages GLA staff to think about meeting Londoners' needs first
- Builds the confidence of staff, partner organisations and Londoners by ensuring the GLA delivers quality work

## **Communicating and Influencing**

... is presenting information and arguments clearly and convincingly so that others see us as credible and articulate, and engage with us.

### Level 4 indicators of effective performance

- Articulates self with credibility and conviction, encouraging buy-in to corporate position
- Influences the thinking of other organisations, encouraging them to deliver in line with the GLA
- Ensures that the organisation communicates inclusively with staff and external stakeholders
- Acts as a credible and convincing spokesperson and negotiator for the GLA
- Instils a corporate commitment to accessible communication

## **Strategic Thinking**

... is using an understanding of the bigger picture to uncover potential challenges and opportunities for the long term and turning these into a compelling vision for action.

### Level 4 indicators of effective performance

- Develops a positive and compelling vision of London's future potential, demonstrating confidence in the strategic direction of the GLA
- Translates an understanding of the complex and diverse threats and issues facing London into positive action
- Proactively involves partners in strategic thinking, incorporating their views into plans and working with them to align strategic priorities
- Sets organisational priorities by identifying where time and investment is needed most
- Generates and leads strategic initiatives that reflect the GLA's position as a regional authority

## **Decision Making**

... is forming sound, evidence-based judgements, making choices, assessing risks to delivery, and taking accountability for results.

### Level 4 indicators of effective performance

- Makes difficult decisions for the long term benefit of the organisation
- Presents and instils confidence in strategic decision-making
- Consults stakeholders early in critical organisation-wide decisions
- Stands by the decisions and actions of the GLA
- Accepts and promotes accountability for the GLA's decision making
- Ensures the organisation balances effective risk management with the need for timely actions

## **Organisational Awareness**

... is understanding and being sensitive to organisational dynamics, culture and politics across and beyond the GLA and shaping our approach accordingly.

### Level 4 indicators of effective performance

- Focuses on the needs of Londoners, promoting organisational awareness of how they impact GLA priorities
- Anticipates and responds appropriately and professionally to political pressure, inspiring confidence and trust from politicians
- Shapes senior stakeholders' perceptions of the GLA, using their influence to support the GLA agenda
- Influences Londoners' perceptions of the GLA, using the Media where appropriate
- Leads the organisation by setting the highest standard in upholding integrity and ethical behaviour

## **Responding to Pressure and Change**

... is being flexible and adapting positively, to sustain performance when the situation changes, workload increases, tensions rise or priorities shift.

### Level 4 indicators of effective performance

- Demonstrates resilience in the face of challenge from staff, media and partner organisations
- Promotes the GLA as a flexible organisation, responding to the changing needs of Londoners
- Shows positivity in the face of external pressure, minimising negative impact
- Drives a culture of continuous improvement
- Sets the direction for organisational development and ensures effective communication of change initiatives

## **Reasonable adjustment**

Reasonable adjustment will be made to working arrangements to accommodate a person with a disability who otherwise would be prevented from undertaking the work.