

# NEW GORBALS

HOUSING ASSOCIATION

## Head of Development Recruitment Pack



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Dear Applicant

## **HEAD OF DEVELOPMENT POST: RECRUITMENT PACK AND APPLICATION FORM**

Thank you for your interest in applying for our Head of Development post.

While our priority is to secure the best person to lead all of our development activities, this job is about more than just continuing our mission to develop great housing and placemaking in the Gorbals.

Our Head of Development will be a key member of our Senior Management Team and expected to make substantial contributions to strategic and operational matters, as well as championing allocated priorities that are not specific to any particular section of the Association. Leading our Green Strategy will be one of these priorities.

Additionally, they will be expected to contribute their expertise in matters such as procurement, design, programming and planning in the course of collaborative work with other sections. Lastly, they will lead on the provision of development services to other Associations, should we decide to resume that role.

So, as well as needing our Head of Development to be committed to design excellence and construction quality, we need someone who is also committed to making a wider contribution to our organisation and the regeneration of the Gorbals. This is a “hands on” and dynamic job with significant demands, pressures and expectations coming from a variety of sources. It is also an opportunity to do something special - our development is not a numbers game, it is about regenerating the Gorbals.

If you wish to discuss any aspect of the post or application, please call Lindsey Dinnen, HR Manager on 0141 429 3900, or email [Lindsey@newgorbalsha.org.uk](mailto:Lindsey@newgorbalsha.org.uk)

We look forward to receiving your application.



Fraser Stewart  
**Director**



# Our Development Work and Plans for the Future

New Gorbals Housing Association has been developing since its registration as a Housing Association with Scottish Homes in 1989. Our first new build development went on site in 1992 and completed in 1994.

Since then, our development team have completed:

**20** new build projects (25 individual designs containing **1250** units), leading to several saltire and GIA awards, two Doolan Prize finalists, and two RIBA Awards and commendations.

**500** comprehensive modernisations

Demolition of **8** high rise blocks containing **1,200** units (commencing 2004, ending 2025)

Comprehensive insulation project (with render and new windows) and new heating to over **1,500** units, including 500 individual owners, and a District Heating plant for four high rise blocks (total project value over £20m)

We have also collaborated over the development of two masterplans (and since taken over their completion), led on one, and jointly developed another (with the City Council). These four masterplans effectively cover all of Hutchesontown and half of Laurieston, around 65% of the Gorbals, and they have set out an integrated context for placemaking of the highest quality. We recently took handover of a 28 unit new build in Pine Place and started construction on a 64 unit project on the site of the old Coliseum Theatre in Eglinton Street. We have a 150 unit scheme at an advanced planning stage for the site left cleared after the demolition of two high rise blocks at 305 and 341 Caledonia Road (site start Spring 2026). All of these are exclusively social housing.

We are negotiating with site owners and developing initial plans for a further five projects comprising a total of 220 units, and we are the client lead (in partnership with the council) for the North Laurieston Masterplan (see <https://northlauriestonplan.cloakist.site>). With several dilapidated “at risk” listed buildings, and an array of variously sized gap sites and development opportunities (mostly in public control), this neighbourhood of the Gorbals on Glasgow’s south bank will be a huge challenge. The proposed regeneration needs to be multi use and will support the development of round 500 housing units. 60 of these units are already in our plans, and we anticipate developing a further 200 over several phases.

Additionally, there are several opportunities for small developments, environmental improvements, and the provision of amenities and community facilities scattered across the Gorbals. The appropriate development of these challenging sites is critical to the proper completion of the physical regeneration of the Gorbals, and this will require a determined approach and imaginative solutions.

# About Us

New Gorbals Housing Association was established in 1989 by a committee of local people with a shared vision: to create new, high-quality homes in the Gorbals community.

Since then, through an ambitious programme of new-build developments and the acquisition of homes from Glasgow Housing Association and Scottish Homes, the Association has grown to manage over 2,500 homes for social rent in the Gorbals.

Today, we are the main provider of social housing in the Gorbals. Beyond this core responsibility we also provide factoring services to over 1,800 privately owned homes across the Gorbals, a number we expect to grow over the next five years.

Through our subsidiary, New Gorbals Property Management (NGPM), we also manage 63 mid-market properties which provide additional affordable housing options in our community.

We employ Welfare Rights, Communications, and Community Engagement staff who work alongside colleagues in our core service areas of Housing Management, Maintenance, Development, and Finance and Administration. We have 60 office-based staff, and approximately 50 tradespeople and operatives in our own repair, landscaping and gas servicing teams.

## Our Vision

To provide the highest possible quality housing environment and services to all our customers whilst maximising our contribution to the overall regeneration of the Gorbals and addressing, where possible, the needs of this in the community who experience disadvantage.

Our vision and values are at the heart of everything we do. They guide our business decisions, shape our organisational culture, and define how we work with our community. We prioritise community empowerment, delivering high standards of service, and acting with social responsibility. These values drive us to provide exceptional housing and services while playing an active role in the regeneration and well-being of the Gorbals.

## Our Values

- To be representative of, and accountable to, the Gorbals community.
- To be accessible and equitable treating every individual with courtesy and respect.
- To be innovative and creative, delivering the best possible outcomes for our community.
- To be focused on delivery customer-centric services which are collaboratively designed.

## JOB PROFILE & PERSON SPECIFICATION

### JOB DETAILS

Job Title	Head of Development (HoD)	Service Area	Development
Based	200 Crown Street, Gorbals, Glasgow, G5 9AY (Hybrid working arrangements will be considered, with a minimum of 4 days per week in the office required)	Hours of work	35 hours per week
Report to	Director and Development Sub Committee	Responsible for	Delivery of Development Services
Grade	EVH Grade 10: SM17 - SM19 (£80,045 - £83,999)	Date completed	August 2025

### JOB PURPOSE

- To be responsible for the initiation, planning, and delivery of the Association's new build, modernisation, environmental improvement, and demolition projects.
- To make a significant contribution to medium and long term planning matters in the Association's Finance and Maintenance Sections.
- As member of the Senior Management Team, be jointly responsible for the day to day overall strategic direction, governance, risk management and operational functioning of the Association.
- Be the lead and champion of some key strategies outwith Development (for example, developing a Green Strategy with colleagues).

### REQUIRED ABILITIES, SKILLS & COMPETENCIES

HoD applicants must be able to demonstrate these abilities, skills and competencies:

- Flexible, confident, and assertive
- Excellent and persuasive written, verbal and presentation skills
- Excellent and tenacious negotiation and promotional skills
- Creative and effective problem solver
- Resilient and able to meet individual and team deadlines
- Able to analyse complex information and make good financial and strategic judgements
- Adept at managing a wide range of stakeholder relationships
- Excellent staff and consultant team leadership and management skills
- Able to support, manage, develop and motivate staff
- Excellent computer and numeracy capabilities, particularly in relation to analysis and risk management

- Able to represent the Association positively and with authority to a wide range of audiences
- A demonstrable commitment to the pursuit of excellence in the design and construction of housing and place making.
- Committed to the ethos and values of a Community Controlled Housing Association, community ownership and democracy

## QUALIFICATIONS

- Degree / professional qualification in relevant field

## EXPERIENCE

HoD applicants must have a proven track record in initiating, managing, and controlling large capital projects from start to finish, and must be able to demonstrate they have experience in the vast majority of the following areas:

- Working for an RSL and/or in partnership with RSLs in the areas of new build, modernisation, and regeneration.
- Working with Boards and Committees, including preparation and presentation of policies, strategies and reports for approval.
- Working effectively with a wide range of stakeholders and partners, including national and local government, financial and other institutions, funders, consultants, partners, other Associations, affiliated bodies, staff colleagues, committee members, tenants and other residents.
- Being part of a Management or Leadership Team.
- Preparing specifications and consultant briefs, procuring and appointing design teams and contractors, and successfully leading the development process from inception to completion.
- Identifying development opportunities, and managing projects from acquisition to handover, including securing private finance, housing, and other grants.
- Management and development of the staff team and deploying and supporting them to maximise their contribution to the development process.
- Developing, leading and delivering a comprehensive development strategy.
- Preparing comprehensive development appraisals, including financial modelling and risk assessment.
- Budget and resource plan preparation, management, control and monitoring.
- Analysing and diagnosing problems and implementing effective / innovative solutions.

## KNOWLEDGE

- Statutory and regulatory requirements in construction, including procurement, construction law and regulations, and CDM.
- Scottish Housing Regulator's relevant requirements in respect of performance, data collection and reporting, and best practice guidance.
- Strategic Housing Investment Planning, funding environment, and procedures.
- Energy efficiency and sustainability requirements, carbon reduction measures, including retrofit, and net zero agenda in housing generally.
- Overarching regulatory environment for housing associations and current issues and legislation affecting the registered social housing sector.
- Understanding of masterplanning and the development of urban strategies, and their relationship to the statutory and policy requirements of local authorities.

## JOB DESCRIPTION

### 1. MAIN OBJECTIVES OF POST

- To work with the Director to ensure that the Association's development objectives are met by identifying opportunities, securing the maximum level of grant funding, and managing the overall development programme whilst minimising risk, maximising value for money, and developing to excellent standards.
- To take overall responsibility for the operation of the Development Team and the for the planning and implementation of new build, modernisation, and major repairs projects.
- To contribute to the overall operation of the Association, including supporting procurement, financial planning, and carbon saving initiatives, and play a role in policy formulation as a member of the Senior Management Team.

### 2. ACCOUNTABILITY

- Responsible to the Director, and for servicing and reporting to the Development Sub Committee.

### 3. MAIN DUTIES

#### 3.1 Operation of the Development Section

- To plan, manage and oversee the work of the Development Section to ensure that the Association's Development programme is implemented in an efficient manner in accordance with the Association policies, Scottish Government, Glasgow City Council guidance, and statutory requirements. This includes land acquisition, procurement, design management, project management, financial control and quality control.



- Ensuring compliance with the increasingly complex requirements of the regulatory environment, including Procurement, Health and Safety, and Governance.
- Line Management Responsibility of the Grade 8 Senior Development Officer and Grade 7 Development Officer.
- Overall responsibility for the control and management of multi-disciplinary project teams (currently six teams incorporating around twenty external consultants and contractors).

## **3.2 Corporate Planning**

### **3.2.1 To work with the:**

- Director and Head of Finance on the preparation and monitoring of the annual Development budget (including Strategy and Development Funding Plan), and to contribute to corporate planning through the Senior Management Team.
  - Director and Head of Finance to identify the Association's private finance needs and capacity, and appraise private finance proposals from lending institutions
  - Director and the Head of Maintenance on the strategic planning of the maintenance programme
  - Director and Senior Management Team to maximise carbon emission reduction
- and,**
- Provide advice on procurement regulations/processes to other sections.
  - Contribute to the overall operation of the Association and policy formulation as a member of the senior management team.
  - Represent the Association (and occasionally membership bodies) at events, including working groups with Scottish Government and Glasgow City Council and at meetings with elected members.

## **3.2 Development Sub-Committee**

- To service the Development Sub-Committee and provide it with regular development reports.
- To ensure that decisions taken by the Sub-committee are implemented in a manner which is efficient and consistent with agreed objectives.

## **3.3 Procurement**

- To ensure compliance with current Scottish public procurement regulations and best practice.
- To advise the Committee on the appointment of contractors and consultants.

- To provide internal consultancy on procurement procedures and practices.

### **3.5 Technical Brief**

- To ensure the competency of the Association's the technical requirements for capital projects in conjunction with the Head of Maintenance.

### **3.6 Risk Management**

- To implement the agreed development risk management strategy for capital funded projects in conjunction with the Head of Finance.

### **3.7 Contract Works Insurance**

- To ensure that Contractors and the Association maintain appropriate and adequate insurance during contract works periods.

### **3.8 Staff Performance and Development**

- To ensure that staff in the Development Team know the standards expected of them, and to monitor individual and Section performance targets.
- To administer Association policies and maintain relevant records in relation to holidays, absence etc.
- To ensure the provision of support and supervision to the Development Team in accordance with the Associations HR policies and procedures. To ensure Team members are provided with appropriate training and development opportunities.

## **4. KEY ACTIVITIES AND OUTPUTS**

- The delivery of new and modernised housing.
- The delivery of the best possible housing and urban environments by assembling and leading excellent project teams, and effective negotiation with a range of funders to secure maximum funding for each project.
- Acquisition of developable land at the lowest possible price in locations in accordance with the Association's strategic plans.
- Control of the design process to ensure that designs meet the Association's aspirations, design brief, and specification. Ensure that the imposed cost limits are all met, and to programme.
- Carrying out detailed options assessments of alternative specifications and design solutions to achieve best value.

- Developing and maintaining a detailed working knowledge of complex technical issues associated with construction, including alternative energy strategies for low CO2 emission houses, building regulations and SUDS drainage systems.
- Application of risk management and risk transfer strategies to minimise the Association's exposure to development risk.
- Application, review and modification of contractor procurement strategies and processes to ensure best value in the construction process.
- Project management of projects on site ensuring optimum output from quality, cost, and time perspectives.
- Proactive management of contractual disputes when/if they arise.
- Monitoring the quality of the housing provided/modernised and developing the Association's design brief with the objective of achieving continuous improvement.
- Maximising the funding available to the Association through negotiation with, and applications to, the City Council, Scottish Government, and other funding sources, including private lenders.
- Liaison and communication with statutory bodies over the required statutory consents for development projects (e.g. Planning, Roads, Building Control).
- Managing Public Consultation processes.
- Accurate profiling of future expenditure to facilitate funding applications.
- Allocation/monitoring of staff time resources between projects to ensure optimum progress against programme.
- Procedural development and review with the objective of delivering continuous improvement in the development processes.
- Policy development and review to ensure compliance with best practice and current legal requirements.
- Managing development team performance to ensure the Association achieves its goals.
- Accurate strategic planning forecasts of cash flows to inform the Associations business plan including assessments of the private finance requirements and capacity.
- Undertake project financial appraisals and work with the Head of Finance to prepare business plan impact assessments for each major project.

- Provision of reports to the Development Sub Committee and Management Committee.
- Service the Development Sub Committee to ensure it can properly oversee the Associations development activities and make timeous decisions as required.
- Promotion of the Association, its development activities and funding bids, to persuade grant authorities and strategic planners to support the Association's activities.

## INTERDEPENDENCIES

### INTERNAL:

**Management Committee Members:** written and verbal reports to allow Committee to exercise Governance responsibilities.

**The Director:** written and verbal communications to allow the Director to exercise their governance and performance management responsibilities.

**Senior Management Team:** written and verbal communications along with group discussions. Planning, feedback information sharing and task/programme allocation.

**Head of Finance:** joint working on long-term cash flows and the procurement of private finance.

**Head of Housing Services & Operations:** joint working to agree project objectives particularly housing mix. Liaison regarding scheme progress and handover.

**Head of Maintenance:** joint working on technical and procurement issues. Liaison regarding scheme progress and handover.

**Other Colleagues:** verbal presentations and discussions for the purposes of information sharing and joint task planning/implementation

### EXTERNAL:

**Tenants and Residents:** written and verbal communication with tenants and residents dealing with enquiries about the Association's development proposals, consulting on specific project proposals and dealing with complaints arising from the Association's development activities.

**Funders:** written and verbal contacts and negotiations, and preparation and submission of funding bids and applications with the objective of maximising the funding resources available to the Association, and to maintain the Association's position as a "developer of choice."

**Regulators:** written and verbal communication regarding issues of best practice and compliance, and application for specific formal consents.

**Statutory Authorities:** written and verbal contacts including negotiations regarding detailed technical issues relating to the obtaining of statutory consents.

**Lawyers:** verbal and written communication and issue of formal instructions relating to land acquisition and conveyancing matters, and over building contract issues and disputes.

**Valuation Surveyors:** written and verbal contacts and negotiations regarding the valuation of development sites and of the structuring of land acquisition deals.

**Landowners:** written and verbal contacts and negotiations regarding the valuation of development sites and of the structuring of land acquisition deals.

**Internal Auditors:** written and verbal communication regarding issues of best practice and compliance.

**Project Partners:** written and verbal communications including negotiations regarding the strategy, planning, and progress of development projects.

**Project Teams:** written and verbal communications and negotiations directing the progress of the Association's developments. Entering into contracts relating to the delivery of professional services and building works.

**Visitors:** presentations to various professional individuals and groups visiting the Gorbals as an international exemplar of best practice in urban regeneration.

**Other Housing Associations' Staff:** verbal contacts relating to issues of best practice and technical advice.

# What we Offer

New Gorbals Housing Association are full members of Employers in Voluntary Housing (EVH Ltd). We offer the following benefits, not all of which form your contract of employment.

Salary Scale	Grade 10 Spinal Points SM17 - SM19 £80,045 - £83,999
Pension	Auto-enrolment to join the defined contribution scheme within the Scottish Housing Associations Pension Scheme (SHAPS)  If you join the Pension scheme , the scheme provided covers life cover at 3 times your salary. NGHA provide life cover at x 1 your annual salary.
Employee Counselling	Up to 6 session per employee at the cost of the association
Annual Leave	25 days. Our offices close during the festive period therefore you are required to use 2 days annual leave from your holiday allowance to cover this period.
Public Holidays	15 days
Enhanced Family Leave	Our terms and conditions of employment enhance a range of family leave above the statutory minimum.
Special Leave	Covered within our terms and conditions of employment
Sickness Entitlement	Occupational Sick Pay rising to 26 weeks full pay and 26 weeks half pay based on length of service.



# How to Apply

We trust that you have found the information in this recruitment pack both useful and informative. If you would like to join our team, and feel that you meet the criteria stipulated in the job profile, please complete the application on our website.

**Apply Now**



## Key Dates

<b>Closing Date</b>	Wednesday 15 <sup>th</sup> October 2025 at 12 noon
<b>Interviews</b>	Week Commencing 27 <sup>th</sup> October 2025

Any application forms received after the closing date will not be considered.  
Please note CVs will not be accepted.

Should you require any further information on this post, please do not hesitate to contact Lindsey Dinnen, HR Manager on 0141 429 3900 or [Lindsey@newgorbalsha.org.uk](mailto:Lindsey@newgorbalsha.org.uk)

We look forward to receiving your application form.



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