

Head of Asset Management and Development

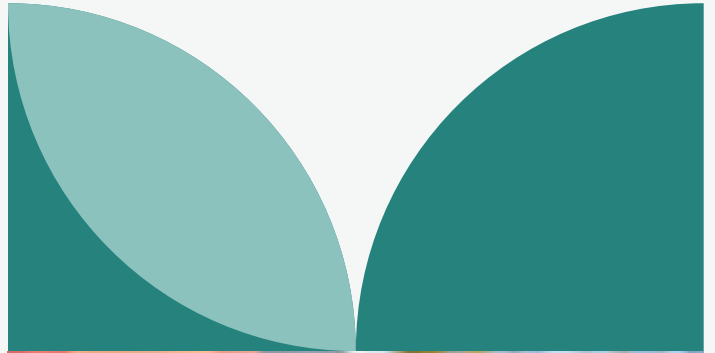
Recruitment Pack | March 2026





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Your application

Thank you very much for your interest in this Head of Asset Management and Development role at Solihull Community Housing (SCH).

On the following pages, you will find details of the role and the selection process to assist you in completing and tailoring your application.

You will no doubt do your own due diligence but do read this pack carefully as it will provide you with a good overview of the organisation and role. After you have done that, please feel free to get in touch with me, so that I can talk through your offer and get a sense of how that aligns to what SCH is seeking.

To apply, we will need the following from you:

- A CV. Make sure this confirms your current/ most recent roles (you can sum up earlier roles, say before the last 15 years), tell us about your achievements so we get a picture of your skills and experience, and try to keep it to two pages or three at most;
- A personal statement. We want to hear about your motivation, why this role/ organisation, and you will also want to evidence how relevant your offer is to the role specification; again ideally in two to three pages; and
- The declaration form, which is accessible via the role page on our website. Please indicate if you cannot attend any of the interview dates.

Please submit your completed application documents using the online form, which is accessible via our jobs page:

www.campbelltickell.com/jobs. You will receive an email confirmation and see an onscreen confirmation message after submitting your application, but if you have any issues, you can call **020 3434 0990**.

The roles close at **9am, Tuesday 31st March 2026**. Please ensure we receive your application in good time.

I would be happy to have further discussion, so do get in touch and we can arrange a time to speak.

Kind regards

Kelly Shaw

Kelly Shaw | Campbell Tickell
kelly.shaw@campbelltickell.com
07900 363803

Welcome to Solihull Community Housing

I am very pleased that you are taking a look at this opportunity to join our Executive team.

As the ALMO and main provider of social housing in Solihull, SCH play an important role across this landscape. We are creating and responding to opportunity, but also focused on tackling challenge that impacts upon the wellbeing of customers, the neighbourhoods they live in and the communities they are a part of.

Our strong local presence means that we have a close relationship with our customers and our Council partner, as well as other key agencies and organisations in the area. We value operating in one of the country's most diverse regions and are an organisation who welcome different perspectives, enabling people to bring their whole self to work.

This role is central to our ability to deliver high-quality asset management and property development services that ensure our homes remain safe, sustainable, and fit for the future. It combines lead responsibility for the operational performance and service delivery of capital programmes and development projects across our portfolio of nearly 10,000 homes, including 37 high-rises, with a requirement to make a significant strategic contribution.

This role carries collective responsibility for delivering the SCH strategic vision, corporate delivery plan, and associated strategies. It requires strong leadership of asset management

and development work streams delivered through both contractors and directly employed teams, ensuring programmes are performance-driven, customer-focused, innovative, and responsive within an ever-changing operating environment.

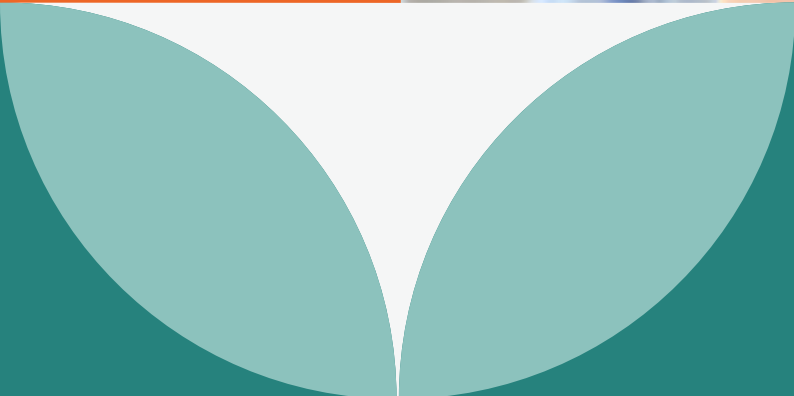
I am keen for this role to work closely with fellow colleagues in the operations directorate, to ensure that housing, asset management, and building safety colleagues are all united in their focus on our customer and that we have a joined up approach across all of our work.

So, in addition to your technical skills and ability to develop your team, this role will involve collaboration and influencing of colleagues as we work to achieve our vision - creating better homes and thriving communities. If this resonates with you, do read on to find out more. I think it's a job where a special person could really make their mark, and I look forward to getting to know you better in this process.

Warm regards

Darren

Darren Baggs
Executive Director of Operations
Solihull Community Housing.





About Solihull Community Housing

We manage just under 10,000 tenanted homes, around 1,000 leasehold homes, 5,000 garages and a small number of shared ownership properties. We also manage around 100 temporary accommodation units, supplemented by private sector leasing properties.

The Council is the company's single shareholder, and the SCH Board takes oversight to ensure SCH works to deliver our strategic vision for creating better homes and thriving communities.

Our values are: honesty, excellence, achieving together, respect and transparency.

We are currently finalising our Strategic Vision and Delivery Plan 2026 – 2031, and hope that this will be made available to candidates soon.

You can find out more by reading our [Annual report 2024/25](#) and our [Financial statements 2025](#). You will be able to get a strong sense that we are not just concerned with what we do, but also how we do things.

Our [Board](#) and [Executive](#) team lead our organisation and keep us focused on our strategic aims which are:

Safety first -homes & neighbourhoods

Homes to be proud of

Customers at the heart of all we do

Support & value Team SCH

Building a stronger organisation

We care deeply about Solihull and play a crucial role in supporting the Council. The overarching [Solihull Council Plan](#) was approved by Council on 8 July 2025 and includes the following key themes:

- [The right conditions for everyone to thrive](#)
- [Services that people need in the right place at the right time](#)
- [Children and young people have the best possible outcomes](#)
- [Adults are supported to maximise wellbeing and independence](#)
- [A vibrant economy with increased access to opportunities](#)
- [Opportunities and fairer outcomes by acting on climate change](#)
- [An attractive and aspirational place](#)

Housing is central to the Borough's overall plan, and the 10-year [2023-2032 Housing Strategy](#) provides greater detail on how housing is expected to contribute to the wider aims for community wellbeing, sustainability, and regional prosperity.

Job Description

This authority has a responsibility for, and is committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults, and requires all staff and volunteers to share this commitment.

Post Title | Head of Asset Management and Development

Directorate | Operations

Team | Asset Management and Development

Responsible to Executive Director – Operations

Location | SCH Offices/Blended Working

Car User Status

Applicants must be able to drive, have a valid driving licence and be a car owner, however for disabled applicants, reasonable adjustments will be made where required.

2. Key Responsibilities

2.1 Main Duties

- To lead the capital investment and development teams, ensuring that employees are appraised, developed, well trained and motivated to achieve their full potential, working collaboratively to achieve delivery plan and asset management strategic objectives.
- To lead the development, implementation, delivery and oversight of the SCH/SMBC Asset Management Strategy including annual reviews, recommending any changes to the SCH Executive Leadership and SCH Board, ensuring key action plans are cascaded.
- Work with SMBC to develop an integrated approach to strategic asset management, capital projects and the development of new homes to ensure informed investment planning and delivery of decent homes and net zero targets.
- Ensure an effective approach to procurement and contract management, with a robust monitoring framework to ensure compliance with agreed standards and due process.
- Ensure an effective approach to health and safety across the directorate, with robust monitoring and reporting to embed a strong culture of compliance and assurance.
- Horizon scan and keep abreast of innovation to introduce best practice to the organisation.
- Take responsibility for directorate budgets to deliver financially strong business activities through continued evaluation, delivering value for money.
- Adopt a coaching style to empower, challenge and support staff, contributing to effective staff recruitment, retention and development.
- Establish a robust approach to data driven performance management that celebrates success, encourages feedback, confronts difficult matters and is tenacious in resolving issues.
- Support the development and delivery of an effective compliance culture, including health & safety; safeguarding; and data protection.

2.2 SCH Organisational Duties and Responsibilities

- As an executive leader, work collaboratively to provide strong, dynamic and effective collective leadership aligned to agreed behaviours and values.
- Work collaboratively with Heads of Service and wider leadership teams to ensure an integrated organisation which promotes and delivers the SCH Strategic Vision and Values.
- Serve as an ambassador for SCH, championing the organisation's core purpose, vision, and values.
- Inspire, motivate, and challenge staff to generate real commitment and a shared sense of purpose.
- Proactively encourage creativity, innovative thinking, and fresh ways of working.

2.3 Proactively Encourage a High-Performance Culture

- To effectively performance manage all aspects of capital investment and development programmes, to ensure delivery of key performance indicators.
- Set standards and targets for continuous performance improvement that put the customer at the heart of all considerations.
- Encourage and enable the development of innovative ideas and ways of working.
- Monitor outputs and outcomes, challenging and addressing poor performance and acknowledging and celebrating individual and team achievements.

- Monitor all asset management and development works for their impact on all aspects of building safety, inspect completed works and ensure standards are to the highest quality
- Actively support the development of people, their knowledge and skills, and identify talent and potential across service areas.
- Encourage and develop a culture of seeing a problem through to its resolution.

2.4 Operate Strategically

- Working with service managers, develop a clear vision for achieving continuous service improvement.
- Plan and map appropriate routes to achieving this vision.
- Working collaboratively with SMBC to effectively deliver and meet the Council's statutory and legislative responsibilities relating to construction works and Building and Fire Safety.
- Develop and use all available networking opportunities to broaden knowledge, experience, and better ways of working.

2.5 Work In Partnership

- Foster productive networks and effective working relationships both internally across SCH service areas, with SMBC and externally with other public (social) and private housing providers.

- Ensure joined up working across services with local partners and all stakeholders.
- Manage relationships with Authorities having jurisdiction, including good practice events, site visits and potential local enforcement notices.
- Support the SCH board and existing partnerships with external stakeholders, as required including the production of reports and any other input required.
- Proactively engage with and facilitate collaborative working to achieve effective change and improved service provision.
- Ensure service compliance with Solihull's safeguarding agenda (covering both children and adults).

2.6 Communicate Effectively

- Communicate with people openly, directly, honestly and promote a free flow of ideas and information.
- Ensure service managers, their teams and other stakeholders are regularly briefed and are kept informed of changes, developments and the 'bigger picture' concerning SCH's Delivery Plan.
- Ensure that the giving and receiving of effective feedback becomes the norm across service areas and be prepared to confront difficult issues openly and with integrity.
- Be approachable to staff and customers.

2.7 People Management

- To take overall management responsibility for the staff under your management
- Provide leadership, management, supervision, direction, and support to all service managers within your management.
- Seek opportunities to empower direct reports through delegation, coaching, mentoring, and by personal example.
- Lead by example demonstrating the SCH Values and Behaviours.

2.8 Safeguarding

SCH is committed to keeping children, young people and vulnerable adults safe. The post holder is responsible for promoting and safeguarding the welfare of the children, young people and vulnerable adults for whom she/he is responsible or encounters.

2.9 Financial Management

- To ensure financial discipline is observed across asset management so as to operate within budget at all times, delivering value for money and vigilantly identifying opportunities for efficiencies promptly as they arise, and any opportunities for income generation.
- To hold and effectively manage the budgets for the service areas, delegating as appropriate.
- Be fully aware of the need to obtain Best Value in service delivery and to constantly seek to achieve efficiencies and value for money arrangements across all service areas.
- Have lead responsibility for the effective contract management of any contracts relating to your service areas.

2.10 Health & Safety

Health and safety laws require all employees to help SCH maintain and improve health and safety standards. This means that the post holder must take reasonable care of his/her own and others' health and safety and co-operate with any reasonable request to support SCH, managers, and other employees, in meeting their health and safety legal responsibilities.

2.11 Information Management

As an employee of SCH, the post holder will be expected to manage information in accordance with standards outlined in the Corporate Records Management and Information Security policies. They will ensure that information used is held and transmitted securely in a manner commensurate with its sensitivity, and that it complies with the provisions of the Data Protection Act 1998 and GDPR.

2.12 Policies & Procedures

The post holder will be accountable for ensuring that he/she is aware of relevant SCH policies and that all duties and responsibilities are carried out in line with the appropriate policies and procedures.

3. Other Conditions

3.1 Mobility

Whilst this post is initially to a specific post, the post holder may be exceptionally required to transfer to any post, appropriate to their grade at such a place as in the service of SCH they may be required.

3.2 Equal Opportunities

SCH is committed to equal opportunities and expects all staff and volunteers to recognise and value differences and to treat everyone with dignity and respect.

3.3 Variations to Job Descriptions

Due to changing customer demands, duties and responsibilities are likely to vary from time to time and SCH therefore retains the right to amend job descriptions to reflect changing requirements.

3.4 Training and Development

SCH is committed to the personal and organisational development of the individual. The post holder will be encouraged to identify job-related development needs.

3.5 Lean

SCH is committed to improving and streamlining its processes using 'Lean' techniques and expects all employees to share its commitment to continuous improvement.

3.6 SCH Behavioural Framework

SCH expects all employees to conduct themselves in a way that is consistent with the values and behaviours set out in the SCH Behavioural Framework.

Person Specification

This authority has a responsibility for, and is committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults, and requires all staff and volunteers to share this commitment.

Post Title | Head of Asset Management and Development

Directorate | Operations

Team | Asset Management and Development

Responsible to: Executive Director – Operations

Attribute	Essential Criteria	Desirable Criteria	Measured By
Education & Qualifications	<p>Educated to degree level or equivalent work experience</p> <p>Hold or working towards a professional level 5 management qualification</p> <p>Membership of a relevant professional body such as CIH/RICS etc. or evidence of continuing professional development.</p>	<p>Post graduate degree in Management Studies.</p> <p>Leadership/Supervisory qualification</p> <p>NEBOSH Certification</p> <p>Membership of professional technical organisation. MRICS, MCIQB.</p>	AF, I
Skills & Abilities	<p>Significant management experience of motivating multiple teams to deliver a high-quality customer focussed service and levels of performance.</p> <p>Comprehensive understanding of procurement legislation and 2015 Public Contracts Regulations.</p> <p>Excellent leadership skills, able to lead, motivate and engage teams to deliver a high-quality customer focussed service and levels of performance.</p>	<p>External Audit Assessments</p> <p>Prince 2 Contract Management experience.</p> <p>Experience of working in Local Government or other parts of the public sector.</p>	AF, I AF, I AF, I

Attribute	Essential Criteria	Desirable Criteria	Measured By
Skills & Abilities	Very good financial awareness and strong monetary acumen, with the ability to manage large and complex budgets and meet savings targets.	Experience of developing an asset management strategy and demonstrable track record of results in relation to achieving excellent return on investment.	AF, I
	Significant management experience of motivating multiple teams to deliver a high-quality customer focussed service and levels of performance.	Ability to operate IT systems, including stock condition data bases and financial systems.	AF, I
	Understanding of the operational and strategic issues related to asset management.	Able to anticipate, interpret and develop responses to relevant national, international and local issues.	AF, I
	Knowledge and understanding of relevant legislation frameworks and key issues in the sector, including the regulatory and statutory framework within social housing.		
	Excellent leadership skills, able to lead, motivate and engage teams to deliver a high-quality customer focussed service and levels of performance.		
	Excellent persuasive and negotiation skills, able to act as an ambassador for SCH.		
	Excellent written communication and report writing skills and excellent verbal communication skills at all levels including Elected Members, senior stakeholders and customers.		

Attribute	Essential Criteria	Desirable Criteria	Measured By
Experience & Knowledge	Extensive experience at senior level in delivering either housing or property services, or ideally both, in a social housing setting, across a varied tenure profile and stock portfolio.	A track record in the development of new build housing and/or regeneration experience would be an advantage.	AF, I
	Senior experience of robust contract management and working to procurement frameworks.	Committed to continuous development of own skills and knowledge.	AF, I
	Technical knowledge and strategic understanding in areas such as capital investment, property development and regeneration.	Proven track record in leading multi-disciplinary teams in a customer focused environment.	AF, I
	The preparation and presentation of management and/or technical reports to senior managers and Committee/Board members.	Proven ability to work effectively with all stakeholders.	AF, I
	Strong project and risk management skills with a high attention to detail and the ability to deliver complex technical contract specifications.		AF, I
	Understanding of embedding equality, diversity and inclusion in all aspects of work.		AF, I

Core Behaviours

Honesty - You take ownership for your work, and you use your initiative to deliver. You are accountable for your own performance and development, and you take responsibility for your actions and decisions.

Interview

Excellence - With enthusiasm, you work to deliver a high-quality service to meet customer, organisational and personal expectations. You adopt a 'can do' attitude in all the work you deliver, ensuring it meets the needs of current and potential customers.

Interview

Achieving Together - You work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or the communities we serve.

Interview

Respect - You are aware of your impact on others including confidentiality. You value openness and listen carefully to understand the views of others. You promote the values of diversity and actively work to minimise any harm caused to others to foster an environment of mutual trust and respect.

Interview

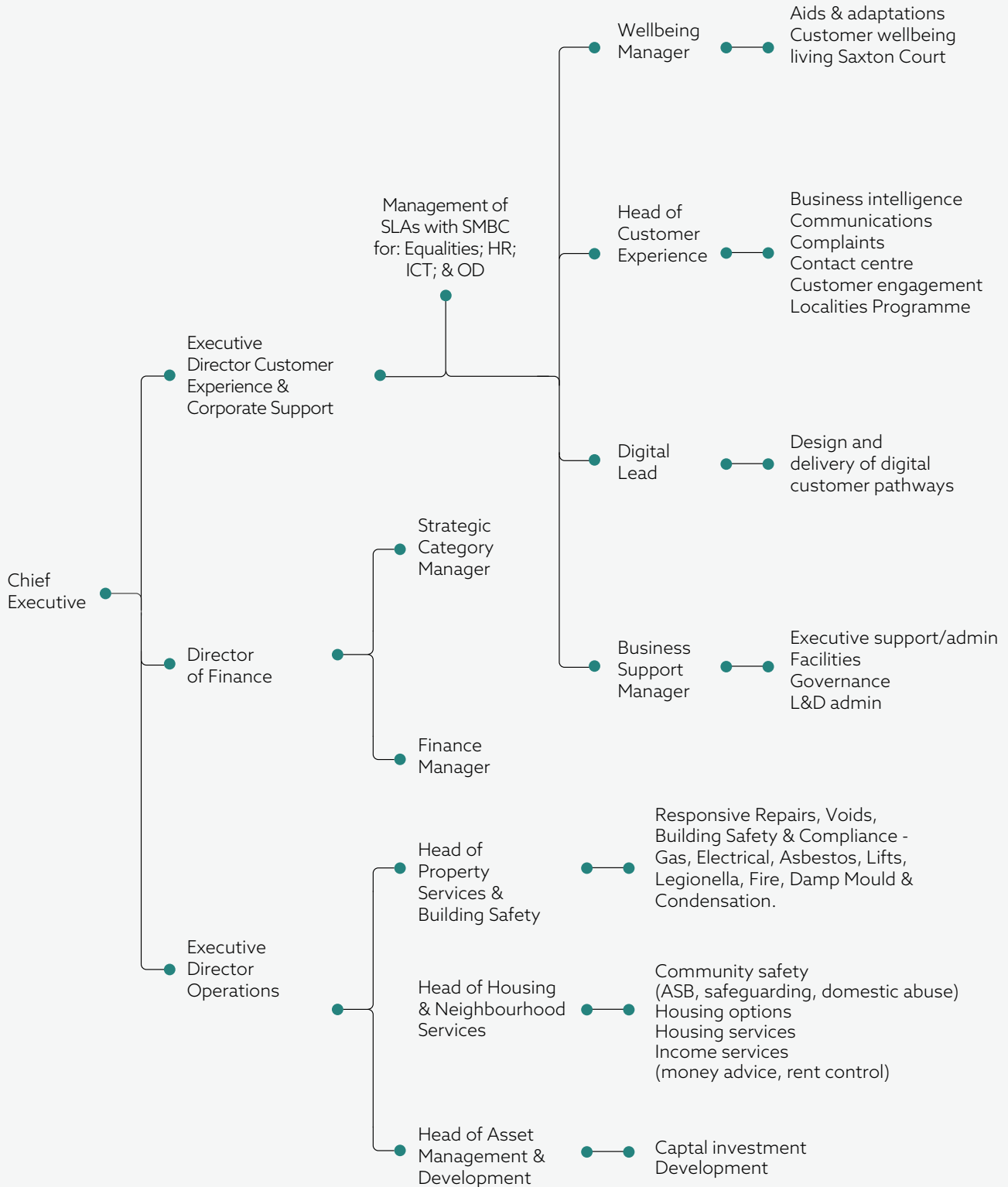
Transparency - You actively seek ways to prevent over-complication or confusion, by adopting the most simplified approach to work. You communicate clearly and concisely, ensuring that the message is understood by all.

Interview

Team Structure



Senior Leadership Structure



Key terms and conditions

Remuneration

An annual salary, depending upon experience of up to £82,366 - £86,977.

Local government pension scheme with matched employer contribution up to 16%.

Annual leave

Up to 5 years' service - 25 days leave
5 years and upwards - 30 days leave

Location

The two main offices are based at Endeavour House, Meriden Drive, Solihull B37 6BX and Chapelhouse Hub, Chapelhouse Road, Solihull B37 5HA.

Travel across all of SCH's operating area is essential given the importance of visibility for all senior staff. Occasional national travel is expected in line with the requirements of the role.

Hours of work

SCH keeps typical office hours from Monday to Friday. However, this is a leadership role and as such flexibility is expected in fulfilling role requirements. This will include evening work and occasional weekends too.

Probation and notice

Confirmation of employment is subject to satisfactory completion of a six-month probationary period. The contractual period of notice after passing probation is three months.

Key dates and the selection process

Closing date: Tuesday 31st March 2026 | 9am

We will be in touch with candidates the following week to let you know the outcome of your application.

First interview | Thursday 16th April 2026 | Via Teams

Longlisted candidates will be invited to an interview with a Campbell Tickell panel.

We will be in touch with candidates by the end of the following week to let you know if you have been shortlisted for the final stage.

Final Stage | w/c 27th April or 4th May (TBC)

Final interviews will take place at Solihull Community Housing Limited, Endeavour House, Meriden Drive, Solihull, B37 6BX. There will also be the opportunity on the same day to meet a group of stakeholders.

The panel for final interviews will include

Darren Baggs - Executive Director of Operations

Paul Edwards - SCH, Exec Director, Customer Experience and Corporate Support

Satnam Kaur - SMBC, Assistant Director of Housing

Emma Birch - SMBC, HR Business Lead

Campbell Tickell in also be in attendance

Final candidates will be also be asked to complete a psychometric assessment ahead of the panel interview.

If you are unable to attend on any of the identified dates, please do speak to Campbell Tickell before making an application.



**CAMPBELL
TICKELL**

Head of Asset Management and Development

£82k - £87k pa | West Midlands

Creating safe, healthy and good quality homes and communities for our customers

We are an Arm's-Length Management Organisation (ALMO), set up in April 2004 to run the housing service on behalf of Solihull Council, and manage just under 10,000 tenanted homes. We operate in a vibrant region, which has a strong sense of community and a diverse population profile.

We are excited to be seeking a Head of Asset Management and Development to join our Executive Leadership Team. This is a pivotal role with strategic responsibility for leading our asset management and development functions across the organisation.

You will oversee the delivery of our capital programmes and development schemes through both contracted partners and in-house teams, ensuring high-performing, customer-focused and innovative services in a fast-moving environment. You will drive value for money, maintain strong contract management oversight, and ensure full compliance with statutory requirements and recognised best practice.

We are seeking a candidate who will take collective responsibility for delivering SCH's strategic vision, corporate delivery plan and associated strategies. You will play a proactive leadership role across the organisation, shaping long-term asset strategy, influencing investment decisions, and ensuring our services are aligned to corporate priorities and customer needs.

At SCH we are a team which values collaborative working, with good debate that leads to sound decision-making. If this aligns to how you like to work and you want to actively contribute with purpose and impact, do contact us to find out more.

For an initial discussion please contact kelly.shaw@campbelltickell.com

You can also download a recruitment pack at www.campbelltickell.com/jobs

Closing date | Tuesday 31st March 2026 | 9am

CAMPBELL TICKELL

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(Recruitment)

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