



Development Programme Manager

Level:	Head of Service
Team:	Development
Line Manager:	Head of New Business and Delivery
Responsible for:	The Programme Team (Senior Project Officer and Business Planning Officer)

About the Job

Responsible for leading the Vico Homes Strategic Partnership with Homes England, providing strategic direction, governance, financial oversight and programme leadership across all funded and non-funded development activity. This includes accountability for the allocation and management of a minimum of £250m in grant funding and oversight of long-term financial returns and expenditure that could exceed £500m aligned to the Partnership period. The role carries significant organisational and sector-wide influence, ensuring Vico Homes delivers high-impact, compliant and financially robust development programmes.

- Provide strategic leadership for the Vico Homes Strategic Partnership with Homes England, overseeing all bids, governance, risk management, reporting and internal/external stakeholder engagement at senior level
- Lead the end-to-end programme management for Homes England-funded and non-funded development programmes, ensuring full compliance, performance excellence and rigorous financial oversight
- Hold organisational accountability for the allocation, monitoring and optimisation of £250m in grant funding, ensuring investment decisions maximise value for money, delivery outcomes and long-term financial sustainability
- Oversee financial returns and expenditure profiles totalling over £519m throughout the partnership period, ensuring robust forecasting, risk management, assurance and alignment with corporate financial strategies
- Lead and develop the Programme Team, ensuring high-quality financial and development reporting, data analysis, insight generation and performance management.
- Act as the primary senior point of contact for Homes England, ensuring contractual commitments are met and strategic relationships are maintained at the highest level.

You'll be trusted to

- Ensure effective programme management that delivers the New Homes and Growth Plan, aligned to Homes England and Delivery Partner requirements.
- Identify programme risks, implement mitigation strategies and contribute to corporate risk management and assurance frameworks.
- Oversee the Client role, ensuring high standards of technical knowledge relating to the Capital Funding Guide, financial planning, viability and operational performance.
- Lead the development and continuous improvement of procedures, processes and systems supporting the Strategic Partnership and all grant and non-grant funded programmes.
- Manage the Homes England Scheme audit process, ensuring the highest standards of audit compliance and financial integrity.
- Ensure all schemes are compliant with governance, audit, contractual and Homes England requirements, including timely and accurate data submissions.
- Monitor programme performance, identify variances and agree corrective actions with Delivery Teams and partners.
- Lead programme-level financial governance, including cashflow management, budget analysis, investment appraisal and financial reporting, ensuring alignment with Finance, Treasury and capital budget processes.
- Provide accurate and timely financial and performance data for all committed and pipeline schemes, including long-term expenditure and return forecasts
- Prepare and present programme updates, financial overviews and strategic reports to the Vico Homes Executive Team (VET), Boards, Committees, Homes England and external stakeholders.
- Maintain strong professional relationships with internal teams, Delivery Partners, consultants and funding partners, representing Vico Homes at senior and strategic levels.
- Lead, motivate and manage colleagues, ensuring effective delegation, supervision and performance management of the Programme Team.
- Oversee training and development, including designing and delivering internal training programmes relating to Homes England Strategic Partnerships, systems and processes.
- Represent Vico Homes professionally at senior level, promoting our Vision, Values and Objectives.

Who you'll work with:

Internal: Colleagues and Vico Homes Executive Team (VET) and Board

External: External Partners, Homes England (HE), Local Authorities, Contractors, Developers, Consultants

Our values

At Vico Homes our values drive us and run through everything we do. We're looking for someone to join us who can live those values like we do.

We are:



The Specifics

This section identifies the qualifications, skills and behaviours needed for an effective performance. Using these clarifies the personal qualities and workplace behaviours expected of the post.

Personal Skill Characteristics	Essential (Tick)	Desirable (Tick)	Method of Assessment (Code list below)
A qualification at Level 4 of the Qualifications and Credit Framework, such as a HNC, Award, Certificate or Diploma at level 4 or equivalent	✓		AF/CQ
Experience of Homes England Funding Programmes and Strategic Partnerships	✓		AF/I
Experience of, and significant success in, establishing and maintaining effective performance measures that have returned continuous improvement in service delivery	✓		AF/I
Proven track record in a position in a Development department of a housing or construction organisation	✓		AF/I
A confident, independent and effective decision maker	✓		I

Personal Skill Characteristics	Essential (Tick)	Desirable (Tick)	Method of Assessment (Code list below)
Self-motivated to work with minimal supervision, and able to motivate a diverse work force to deliver an efficient and effective service	✓		I
Capable of delivering results to tight deadlines and under pressure	✓		I
A well-developed understanding of operational services delivery within a large organisation	✓		AF/I
Demonstrate an understanding of the strategic aims of the organisation together with the broader issues of social housing	✓		I
Flexible approach to workloads dictated by business needs	✓		AF/I
Commitment to quality, customer service, best practice and best value in all aspects of operational delivery	✓		I
Possess the authority, presence and integrity to command respect from internal colleagues, and from external contacts	✓		I
Knowledge and practical experience of using IT as analytical and management tools	✓		I
Experience of carrying out quality checks	✓		I
The post holder may be required to work outside normal office hours on occasion and have a flexible approach to hours of work	✓		I
Hold a full valid UK driving licence with access to a vehicle and the ability to travel throughout the Vico Homes operating area as required on a daily basis		✓	AF/CQ
ILM Management qualification 3 and above		✓	AF/CQ
Experience in the project management and housing development of large-scale construction projects		✓	AF/I

Key

AF - Application Form

I - Interview (this may include a presentation and occupational test where appropriate)

CQ - Certificate of Qualification