

## ROLE STATEMENT

<b>ROLE TITLE:</b> Chief Executive <b>AGENCY:</b> Urban Renewal Authority (trading as Renewal SA) <b>CLASSIFICATION:</b> EX <b>ANZCO CODE:</b> 1111 Chief Executive and Managing Director	<b>REPORTS TO:</b> Minister for <b>Housing and Urban Development</b> and Urban Renewal Authority Board of Management <b>KEY Government RELATIONSHIPS:</b> Department of Housing and Urban Development, SA Housing Trust, SA Water, DTF, DPC <b>AGENCY FTE:</b> ~190
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### **SOUTH AUSTRALIAN GOVERNMENT:**

The South Australian public sector is one of the most diverse workforces in the state, comprised of key government departments and numerous agencies. We employ more than 100,000 people from a range of backgrounds and vocations. The public service is one of our State's greatest assets, able to drive change in South Australia when given the freedom and respect it needs to unleash its potential.

### **AGENCY PROFILE:**

The Urban Renewal Authority (URA) is the South Australian government's leading urban development agency for providing expertise in urban development (commercial, residential and industrial) and leads, support and drives investment and growth through property and projects. The URA maintains responsibility for ensuring a fully integrated approach to urban development, and represents a new way of planning for residential, mixed use, and industrial communities in South Australia. The URA is the key precinct planning and delivery agency for outcomes sought through the Government's Housing Roadmap, Greater Adelaide Regional Plan and 20-year Infrastructure Plan. Separately to the strategic and policy led project and development work of government, Renewal SA holds an important role as skilled lead for key property transactions, development agreement management, government property services including selling and divesting, and property management and maintenance of a significant book of assets.

### **ROLE PURPOSE:**

The Chief Executive is responsible for the strategic leadership, direction and management of the URA, its people and its projects, delivery of development initiatives, and for the provision of high-level advice to the relevant Minister on urban development matters and opportunities for the state. The role primarily leads delivery and property teams, and associated professional service teams across multiple asset classes, and leads the identification of key locations for development, sale, purchase and planned renewal, and creates and drives a vision for sustainable urban renewal that connects people with transport, services and employment in vibrant spaces. The Chief Executive identifies and actively addresses the inter-linked challenges of attracting investment, maintaining housing affordability and creating organic and dynamic urban spaces.

The Chief Executive will administer the day-to-day operations of the URA and ensure effective and efficient management, including strong financial management, an effective corporate governance framework and a sound internal control environment. The Chief Executive will work closely with the Urban Renewal Authority Board, other State Government departments, Local Government and the private and community sector to achieve the State's objectives in urban renewal in a manner that meets the needs of the wider community.

#### KEY ROLE OUTCOMES:

The Chief Executive will:

- Implement the strategic agenda of the Urban Renewal Authority (URA), involving effective utilisation and influence in the use of state-owned real property to promote state-wide economic growth and investment in South Australia.
- Ensure the redevelopment of key urban renewal projects is effectively managed and directed across South Australia to increase South Australian's access to home ownership, enhance housing affordability and meet the State's planning objectives.
- Lead the development and implementation of critical strategic directions, frameworks, services, programs, projects and policies to ensure that they support the Urban Renewal Authority's vision and strategic objectives.
- Work across Government in a collaborative manner to better utilise real property to promote State economic growth for core development sites and corridors.
- **Represent the organisation as required, including attendance on key government** working groups, industry events and public meetings
- **Develop** a high performing culture, **collaborate with staff to enhance organisational capability**, and **productivity**. and **operate** within a strong governance framework.
- Ensure compliance with Government policy and procedures whilst seeking to improve URA operations through streamlining processes and implementation and embedding of necessary IT platforms.
- Deliver key components of the Greater Adelaide **Regional Plan**, Housing Roadmap, and the 20 Year **State** Infrastructure Plan.
- Ensure the organisation is **meets legislative**, **strategic**, and government requirements and targets, and **remain accountable** to the governance arrangements including the URA Board and directly to the Minister and Government.
- Manage the significant financial, human and physical resources of the URA and demonstrate leadership to motivate a productive, effective and respected organisation
- Work closely with the Renewal SA Executive and leadership to prepare annual budgets, prudential management, business plans, complete risk analysis and management, and advise the Minister, Government, and the URA Board with regard to delivery, risk, compliance, governance, people and financial management and sustainability.
- Provide advice, assistance and counsel to Cabinet, the Minister and the Board. **Maintain quality control and implement systems across** the organisation, to deliver projects on time and on budget and exemplary management of property in the public purpose.

- Contribute to whole-of-government results by establishing cooperative relationships with public sector peers.
- Ensure sound principles of personnel management are in place within the URA, including the implementation of all relevant government policies such as addressing principles of equity, diversity, social justice, occupational health, safety and welfare and ethics consistent with the Code of Ethics for the South Australian Public Sector.
- **Maintain** a compliant and aspirational safety environment internally and on Renewal SA development and construction projects.
- Contribute through the Housing and Urban Development Agency, and with the Minister's office towards housing and development policy in the public interest including Housing Roadmap, Infrastructure provision, and community and social services.
- Work with other agencies to deliver on public purpose initiatives including those related to Renewal SA's property portfolio, including Education, State Development, Defence SA, Department of Infrastructure and Transport, and all other relevant agencies.

**KEY RELATIONSHIPS:**

- Responsible to the Minister for Housing and Urban Development, and the Urban Renewal Authority Board of Management.
- Works in close collaboration with the Chief Executive Housing and Urban Development
- Builds and leads relationships with local communities, councils, industry and not for profit organisations to ensure the coordinated and well-planned delivery of quality and affordable residential and mixed-use outcomes in key precincts and locations.
- Builds and maintains collaborative working relationships with other public sector Chief Executives and agency heads.

**SPECIAL CONDITIONS / GENERAL REQUIREMENTS:**

- A contract of employment will be made for a period up to three years.
- The incumbent will be required to participate in a performance review process directly with the Board at least annually..
- The incumbent will be required to maintain a safe working environment by adopting appropriate management practices consistent with the role and have an understanding of, experience in, and ability to manage legislative requirements of the *Work Health and Safety Act 2012*.
- the incumbent will be required to ensure, as far as practicable, that the objects of the *Public Sector Act 2009* are advanced and the public sector principles and the *Code of Ethics for the South Australian Public Sector* are observed in the management and day-to-day operations of the agency.
- Intra state, interstate and overseas travel will be required

**KEY SELECTION CRITERIA / ESSENTIAL REQUIREMENTS:**

- Strong strategic leadership skills, including demonstrated experience in driving change and innovation.
- Extensive knowledge and understanding of contemporary commercial, residential and industrial development and how this relates to South Australia's economic and social development requirements.
- Extensive knowledge and / or experience with leading a Government Statutory Authority and Public Sector requirements.
- Extensive knowledge and experience in the management and delivery of major urban development projects.
- Knowledge of innovative capital and project financing.
- Highly developed skills in communicating, leading, influencing and negotiating.
- Ability to work collaboratively to achieve public sector and organisation reform initiatives.
- Experience in leading the development of policy, strategy and programs.
- Demonstrated ability to provide high level advice on complex and politically sensitive issues.
- Experience in leading commercial negotiation with high value counterparties.
- Demonstrated experience in working with a Board and/or Government in a fast paced and complex and commercial environment.
- Ability to build strong and engaging relationships with industry and with key stakeholders.
- Proven ability to manage a diverse and complex organisation.
- Ability to create a high performing organisational culture to deliver on strategic agendas and priorities.
- Integrity, honesty, fairness, impartiality and commitment to values-based leadership.

- Relevant tertiary qualifications, Bachelor's or master's degree in property, development, construction, planning and/or business administration, or related field is highly desirable.
- Ability to organise effectively, delegate responsibility, solve problems quickly and communicate clearly and passionately at all levels.
- Leadership skills, including the ability to manage time effectively and handle both internal and external conflicts.
- Demonstrated experience in working within complex and or multi faceted governance structures. Experience working within a government group highly favourable.

**EXECUTIVE CAPABILITIES:****Shapes Strategic Thinking and Change**

- Creates a shared vision and mission for the business unit/organisation.
- Inspires and influences others to assume ownership of organisational goals.
- Displays strategic thinking and planning to ensure the organisation moves towards its vision.
- Develops and oversees the implementation of change initiatives in a sometimes uncertain environment.
- Identifies and analyses problems, generates and evaluates alternative solutions and makes recommendations.

**Achieves Results**

- Drives for results while maintaining a focus on the business unit and/or organisations strategic goals.
- Ensures priorities are clearly linked to both short term and long term organisational objectives.
- Makes well informed, effective and timely decisions even when information is incomplete and ambiguous.
- Abides by the laws, regulations and policies determining public sector activities.
- Holds self and others accountable for own actions and for achieving quality, timely and transparent outcomes.
- Monitors the performance of the business unit/organisation and seeks continuous improvement.
- Integrates technical expertise into the organisation to improve overall performance and delivery of organisational outcomes.

**Drives Business Excellence**

- Influence the success of outcomes by maximising organisational effectiveness, performance and sustainability.
- Anticipates and plans for future events, trends, problems and opportunities.
- Develops the ability of others to effectively perform and contribute to the organisation by providing ongoing feedback and opportunities for development and growth.

- Builds and manages the capability and expertise of the workforce to achieve organisational goals.
- Anticipates and meets the need of both internal and external customers. Delivers high quality goods and/or services.
- Carefully manages internal and external resources to ensure they are used efficiently to meet organisational objectives and the SA public sector strategic agenda.

**Forges Relationships and Engages Others**

- Identifies the internal and external politics that impact the organisation. Has a clear perception of the political context and reality and acts accordingly.
- Approaches negotiations with a strong grasp of key issues and presents a convincing and balanced rationale. Identifies common ground to facilitate agreement and acceptance of mutuality beneficial solutions.
- Manages and resolves conflicts and disagreements in a constructive manner. Encourages creative tension and differences of opinion.
- Gathers knowledge and shares information from a variety of sources, explores new ideas and different viewpoints and promotes this culture throughout the organisation.
- Builds effective working relationships, networks and partnerships with internal and external individuals at all levels.
- Actively listens to others and responds in a clear, concise and diplomatic manner. Adapts communication style as appropriate.

**Exemplifies Personal Drive and Professionalism**

- Models and promotes appropriate social, ethical and organisational standards in all interactions.
- Provides frank and fearless advice and is prepared to make tough decisions to achieve desired outcomes.
- Demonstrates resilience in responding to changing directions. Modifies approach, process and procedures either to fit a specific situation or in response to a changing organisational climate.
- Engages in regular critical reflection on feedback and experiences in the workplace and acts on these to facilitate professional growth.
- Capitalises on the positive benefits that can be gained from diversity. Users understanding of differences to enhance the operation of the organisation.
- Values the wellbeing of self and others by managing stress levels and work-life balance.