

# PRINCIPAL SURVEYOR (STRATEGIC PROJECTS)

Role Profile



<b>Title</b>	Principal Surveyor (Strategic Projects)	
<b>Grade</b>	GRADE J	
<b>Reference:</b>	B412In	
<b>Reports to:</b>	Head of Strategic Development Projects	
<b>Work style Definition</b>	Office based hot–desk/touch down worker	
<b>Job Type:</b>	Operational Leader	
<b>Primary purpose of role</b>	The post holder has overall responsibility for leading the delivery of major development and regeneration projects, working with other council services and external consultants as required, meeting agreed performance levels and continually improving.	
<b>Key accountabilities and key measures</b>	<p><b>Role Outcomes</b></p> <p>The postholder will make decisions in line with their designated powers. They will also, in association as appropriate with the Service Director/Head of Service:</p> <ul style="list-style-type: none"> <li>▪ Recommend decisions to DMT, CMT and Members concerning major development projects and property acquisitions and disposals (25%)</li> <li>▪ Continuously measure and improve service delivery processes to improve their consistency, quality and efficiency (10%)</li> <li>▪ Take feedback from development partners into account when making decisions to ensure that the service provides the most appropriate service to meet all developer needs, consistent with achieving the council’s objectives (25%)</li> <li>▪ Make informed, timely and appropriate decisions for the</li> </ul>	<p><b>Role Measures</b></p> <ul style="list-style-type: none"> <li>▪ Meeting targets related to the delivery of individual project delivery</li> <li>▪ Evidence of high levels of stakeholder engagement</li> <li>▪ Number of apprenticeships and training opportunities promoted through development activities.</li> <li>▪ Compliance with key legislation</li> <li>▪ Positive feedback from key stakeholders and partners</li> <li>▪ Positive publicity through press releases and use of social media</li> </ul>

	benefit of the people of Plymouth whilst ensuring a culture of transparent decision making is followed whenever possible (40%)	
<b>Key activities</b>	<p>The postholder will generally work independently on complex major property development projects, and all relevant property matters associated with them, but will refer any issues of principle and/or political sensitivity to the Head of Service and Service Director.</p> <ul style="list-style-type: none"> <li>▪ Lead on major development projects, with other directorates in the council, to maximise the opportunities for successful implementation (25%)</li> <li>▪ Effective management of the delivery of circa £500m of project development value by the council's development partners (20%)</li> <li>▪ Promote and lead collaborative relationships with potential development partners that deliver new and innovative approaches to major project development and improved outcomes for Plymouth citizens, ensuring they are aligned to the wider vision and priorities for Plymouth (10%)</li> <li>▪ Responsible for ensuring the successful implementation of the allocated projects and initiatives within the service plan, flagging up key issues and potential solutions to the Service Director/Head of Service in a timely fashion (5%)</li> <li>▪ Represent the council with external bodies and internal stakeholders as the lead for their allocated projects and initiatives (5%)</li> <li>▪ Provide all required strategic direction for and delivery actions for major development projects, leading and instilling a strong customer service culture (5%)</li> <li>▪ Accountable for information to communications in relation to media enquiries relating to the projects and initiatives allocated to the postholder (5%)</li> <li>▪ Improving the efficiency and effectiveness of project delivery (5%)</li> <li>▪ Lead the region-wide and national contribution of PCC to knowledge and experience sharing partnerships, and central government reporting requirements as appropriate (5%)</li> <li>▪ Recommending future service delivery development and improvements to the Service Director and Head of Service (5%)</li> <li>▪ Deputise for the Head of Service in their absence as appropriate (5%)</li> <li>▪ Ensure that all professional activities comply with all statutory and legislative compliance standards and any audit or inspections (5%)</li> <li>▪ Carry out other duties appropriate to the grade of the post</li> </ul>	

<b>Essential qualifications/knowledge</b>	<ul style="list-style-type: none"> <li>▪ Membership/Fellowship of the RICS.</li> <li>▪ Primarily an office based role, but the postholder must hold a full UK driving licence and provide the use of a private vehicle and will be required to attend site visits and meetings whenever necessary to perform the role.</li> </ul>
<b>Desirable qualifications/knowledge</b>	<ul style="list-style-type: none"> <li>▪ Management qualification.</li> </ul>
<b>Essential experience</b>	<ul style="list-style-type: none"> <li>▪ Substantial experience in a middle management role in a customer focused environment promoting and implementing major property development projects including retail, commercial, employment, residential and leisure projects.</li> </ul> <p>Proven track record of:</p> <ul style="list-style-type: none"> <li>▪ Managing and implementing major property development projects and all relevant property matters associated with them.</li> <li>▪ Business planning, target setting and implementation of continuous service improvement.</li> <li>▪ Working in multi-discipline and cross-organisational groups including joint working partnership planning with public agencies and the private sector.</li> <li>▪ Leading, managing and motivating teams and effective people management.</li> <li>▪ Collating, analysing, interpreting and presenting information for management purposes.</li> <li>▪ Budget management and financial planning.</li> <li>▪ IT skills.</li> <li>▪ Customer service best practice.</li> <li>▪ Performance management processes.</li> <li>▪ Evidence of continuous professional development.</li> <li>▪ An up to date understanding and knowledge of the law and practice relating to complex valuations on property development projects, including financial appraisals and site assembly issues including compulsory purchase.</li> </ul>
<b>Desirable experience</b>	
<b>Essential skills</b>	<ul style="list-style-type: none"> <li>▪ Ability to lead and integrate performance management to achieve improvements in performance and excellent results.</li> <li>▪ Financial and commercial awareness with strong analytical skills and a creative approach to problem solving.</li> <li>▪ Partnership building skills and the ability to align internal and external partners behind priorities.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Leadership skills to motivate and gain commitment to service objectives.</li> <li>▪ Communication skills with the ability to vary them across a wide range of external and internal audiences, including the public and community groups.</li> <li>▪ Ability to lead and change, and deliver an effective professional service.</li> <li>▪ Ability to deliver clear, professional advice to senior managers and Members.</li> <li>▪ Managing extreme peaks and troughs in workload at different stages of project delivery.</li> <li>▪ Ability to cope with high profile pressures of role – often having to present to senior officers and Members.</li> <li>▪ Prioritising differing stakeholder needs and, often conflicting, demands.</li> <li>▪ Handling commercially sensitive information and data.</li> <li>▪ On occasions, dealing with confrontational stakeholders and/or members of the public.</li> <li>▪ Continuing service development initiatives whilst maintaining operational performance.</li> </ul>
<p><b>Corporate standards</b></p> <ul style="list-style-type: none"> <li>▪ In accordance with Council policies and guidance on information management and security, it is your personal responsibility for data protection, client confidentiality and information governance.</li> <li>▪ Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Council’s constitution and its policies and procedures.</li> <li>▪ Work within the requirements of the Council’s Health and Safety policy, performance standards, safe systems of work and procedures.</li> <li>▪ Undertake all duties with due regard to the corporate equalities policy and relevant legislation.</li> </ul>	