

Job Profile

Job Title: Property GP Surveyor

Job Grade: L5 Z1

Salary Range:

Contract Type: 2 years fixed term

About Camden

'Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

The Council owns c.1000 commercial properties, 150 corporate buildings and maintains 49 schools and children's centres. The commercial property portfolio comprises of properties that are surplus to operational requirements and held for income generation. The portfolio which currently generates circa £17million p.a., is made up of a variety of properties which include shops, industrial units, offices, and leisure units. The portfolio also includes telecom licences and leases. The income generated from the portfolio goes into the funding of services to the people of Camden.

We are looking for a GP Property Surveyor to help us bring Camden-owned empty spaces across the borough into productive and affordable use to the benefit of our small businesses and communities, delivering against the objectives of We Make Camden and its ambitions and missions. This new role will sit in the Commercial Property team but will work across Property and Strategy, Inclusive Economy and Neighbourhood Spaces teams to support the implementation of;

- The [Camden Affordable Workspace Strategy](#)
- The Vacant Spaces on Estates Programme
- The Neighbourhood Hubs Programme.
- The Camden Future High Streets Programme

About the role

The property service is responsible for the delivery of the Council's property asset management strategy through the day-to-day management of the tenanted and occupied commercial properties. The service is also responsible for the delivery of the Council's property strategy through a delivery of a programme of property developments, accommodation projects, disposals, and acquisitions.

This is a practical role designed to overcome obstacles to entering into leases for unusual properties with businesses and community organisations who are delivering social value objectives. We have identified a pipeline of vacant spaces across the borough which have the potential to be brought into beneficial use. Unusual spaces can include for example, garages, a disused theatre and old Victorian community building. By working through the issues involved the postholder will be progressing the Council's thinking on social value leases and will support other council teams leading on this work to develop a bank of toolkits, resources and model approaches for the future.

The GP Surveyor within the Commercial Property team will provide an effective and efficient estate management service. In addition, they will undertake valuations and negotiations in respect of all property matters as well as providing strategic property advice when required.

The key objectives of this role are;

- To work across council departments to bring vacant, council-owned spaces into productive and affordable use for the benefit of Camden's communities and small businesses
- Responsible for market and letting of void premises and day-to-day repairs management of a portfolio as appropriate.
- Responsible for the Case management of landlord and Tenant commercial matters, undertaking negotiations and concluding negotiations on lease renewals rent reviews with business tenants and their advisors, reaching solutions which benefit the Council and comply with its corporate priorities, instructing solicitors and seeing cases through to a conclusion. Responsible for committing the Council to formal commercial property contracts.
- To undertake a wide range of valuation work to a high professional standard and in line with best practice in all areas of valuations including capital accounting, disposals of freehold and leasehold interests, acquisitions, development valuations, lease extensions, rent reviews and lease renewals, fire insurance, compulsory purchase, appropriation, planning and compensation.
- To be responsible for the construction, monitoring and management of revenue budgets.
- To provide high quality strategic advice to client departments and participate in inter departmental working parties and officers steering groups set up to resolve complex cross departmental property issues. Undertake valuations and negotiations in respect of all property matters as well as providing strategic property advice when required.
- To support in modelling rent scenarios to inform the development of occupier options and models
- To develop and negotiate leases with social value outcomes
- To support the calculation of social outcome's monetary value using the Social Value Measurement Framework (National TOMs). The TOM System quantifies activities in financial terms, and provides evidence and validation for reporting achievements. This will be used to support business cases and rental scenarios.

- To effectively procure, manage, monitor and review any valuation services commissioned by the jobholder from external specialist valuation consultants.

About you

You will have a strong track record in commercial property asset management and implementation.

You will also have the ability to manage external contractors to ensure excellent service delivery, value for money and sound knowledge of partnership working.

You will have experience of dealing with high profile and politically sensitive issues and presenting reports to boards and other stakeholders e.g. Councillors, community groups.

A willingness to learn and develop new approaches to property management that incorporate social value and potentially shared profit lease arrangements. You will have experience or interest in social value outcomes. Some knowledge or interest in the **Social Value Measurement Framework (National TOMs)**: A framework for measuring social value. The TOM System quantifies activities in financial terms, and provides evidence and validation for reporting achievements.

You will have the knowledge of legislation and regulations affecting the Council's duties in relation to finance and property holdings.

- Maintain professional membership of Royal Institution of Chartered Surveyors or equivalent.
- Extensive knowledge and experience of commercial property management and Landlord and tenant negotiations.
- Knowledge of asset valuation practise, commercial property litigation practise, rent recovery.
- Awareness of Construction of service charge accounts, Repairs and dilapidations practice.
- Knowledge of property law including Landlord and Tenant
- Good knowledge of best practice in valuations techniques.
- Experience and Knowledge of best practice in disposal techniques, particularly in a local authority context.
- Ability to communicate effectively both oral and written.
- Ability to undertake a full range of professional valuation work
- Good team working skills
- Ability to provide clear and accurate advice on all aspects of valuation practice and procedures

- Ability to plan and execute complex tasks efficiently and to work under pressure to meet deadlines.
- Ability to write reports and make effective presentations, and to give evidence under oath when acting as expert.
- Experience of commercial landlord & tenant property management.
- Experience of financial management and control, including monitoring & reporting, budget construction and charging & recovery of costs/income.
- Relevant post qualification professional valuation experience.

Work Environment:

- Camden offers flexible working arrangements, and this role will be partly office-based with hybrid working technology available at our main office locations. Site visits across the borough are commonplace as are evening meetings that are held online and in-person.
- The post holder will be working within a pressurised environment and must be adaptable to changing priorities and challenges which will require the post holder to prioritise their workload and meet tight deadlines.
- The post holder will undertake an important role in a high profile service and will be directly involved in discussions with business tenants, developers, public bodies, landowners and their agents, with resident and community organisations, with statutory consultees and with Members.

People Management Responsibilities:

No direct line management responsibilities. The jobholder will deputise for senior officers when required.

Relationships:

The post holder will have the ability to influence and negotiate across all levels of the organisation.

Establishing and maintaining strong relationships both internal and external, including Members.

The ability to write and present reports to members.

The postholder undertakes a number of important property initiatives where a positive and innovative approach is essential.

The postholder will take responsibility for exercising delegated powers as a “Level E” designated officer in accordance with the Council’s Scheme of Delegation.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our corporate services, and we'll redefine what a career can be.

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. Click [Diversity and Inclusion](#) for more information on our commitment.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,