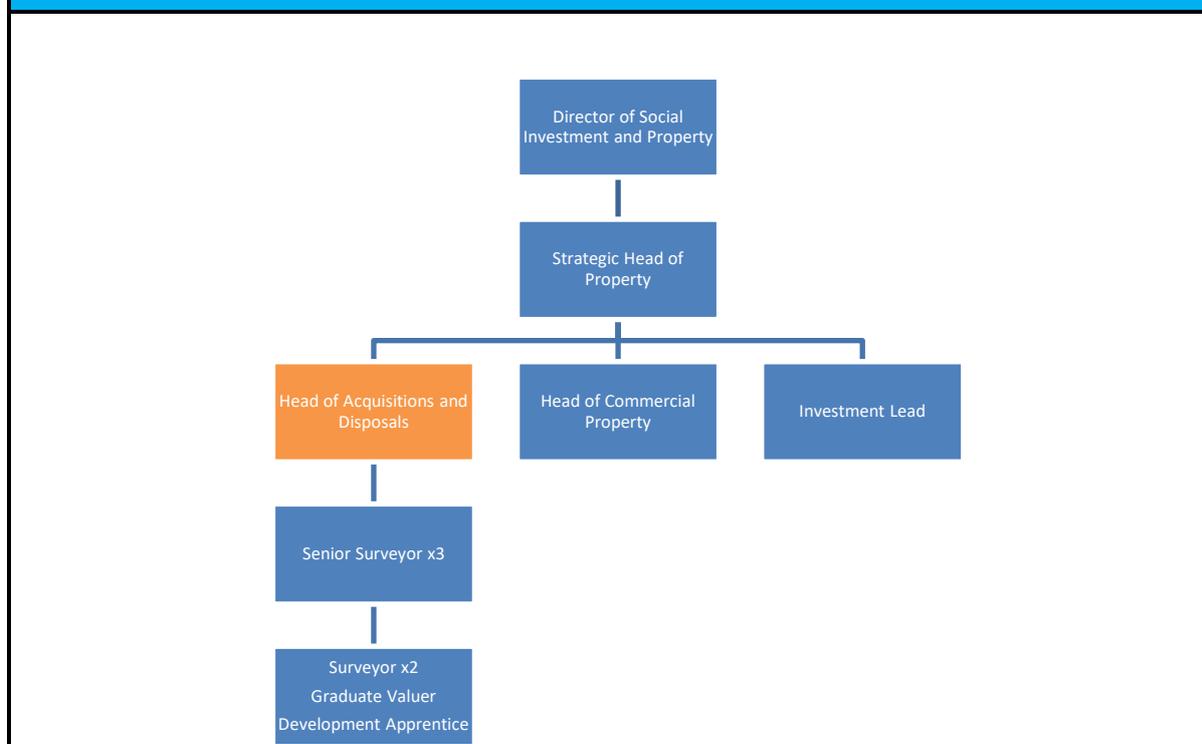


JOB DESCRIPTION

Job Title	Head of Acquisitions and Disposals
Directorate	Housing and Social Investment
Service	Social Investment and Property
Grade	J

Responsible to:	Strategic Head of Property
Employees directly supervised <i>(if applicable):</i>	Senior Surveyor x3

Family Tree *(job titles only, no employee names)*



1. JOB PURPOSE:

Lead on the identification, appraisal, negotiation, and completion of property acquisitions and disposals, including development opportunities ensuring they are in line with the Council's financial framework and legal requirements.

Provide senior technical advice for acquisitions, disposals and development, and provide leadership, guidance, and support to deliver successful outcomes that contribute to the Council's overall property portfolio and financial performance.

2. DESCRIPTION OF DUTIES:

1. Manage all valuations undertaken for the Council's real estate portfolio, ensuring they adhere to the Royal Institution of Chartered Surveyors (RICS) Valuation Standards and are in alignment with the Council's objectives.
2. Develop and implement the long-term strategic vision for the Disposals and Acquisitions function, aligning it with the overall department goals and the Council's wider strategic objectives.
3. Conduct in-depth analysis of property market trends, identifying high-potential opportunities for the Council to capitalise on and provide strategic advice and guidance to the Assistant Director of Strategic Property and senior management on development matters, influencing key decisions.
4. Lead and oversee all strategic development initiatives, developing and managing project budgets to ensure financial viability and best value, ensuring project timelines are met throughout the project lifecycle, and overseeing feasibility studies, planning applications and construction phases.
5. Provide strong leadership and direction to the Disposals and Acquisitions team and Development team, fostering a culture of high performance, innovation and continuous improvement.
6. Advise key stakeholders on development and land acquisition matters and for the formulation of new and innovative investment ideas, structures, policies and partnerships to further the Social Investment and Property department and the Council's objectives.
7. Lead the acquisition of strategic land holdings, ensuring compliance with procurement regulations and best practice while achieving optimal value for money.
8. Create, enable, negotiate and oversee joint venture partnerships with both developers and investment groups for the delivery of development sites across the borough.
9. Build and maintain strong relationships with internal and external stakeholders including developers, architects, consultants, investors and funding bodies to leverage external expertise and foster collaboration for successful project delivery.
10. Liaise with One Public Estate and public service partners to develop opportunities (in partnership with Project Delivery Team).
11. Represent the Council at high-level meetings and negotiations related to complex property development projects, to advocate for the Council's interest, secure positive outcomes for complex development projects, and build strong working relationships with key decision-makers.
12. Oversee the production of Delegated Authority Decision, Key Decision and Leadership Team Reports, and presentations for senior management and elected officials, effectively communicating complex property information to secure approvals and advance strategic initiatives.

13. Ensure compliance with all relevant legislation and regulations related to property transactions, development, and financial management.
14. Lead the development and implementation of innovative processes and procedures to optimise the efficiency and effectiveness of the Disposals and Acquisitions team.
15. Respond to enquiries from Members and the public in a timely manner, providing clear and accurate information and enhancing public trust.

SELECTION CRITERIA/PERSON SPECIFICATION

Job Title:

Head of Acquisitions and Disposals

Conditions to Note:

Candidates:

When completing your application form, please address your answers directly to each of the selection criteria below. This enables the panel to assess your ability to meet each criterion. It is essential that you give at least one example of your ability to meet each of the four Values and Behaviours: Putting Communities First, Respect, Integrity and Working Together.

Recruiting Managers:

The following values and behaviours are essential criteria in each post and must be addressed directly by candidates. The Guidance Notes on values and behaviours for managers give example questions to probe candidates in the interview and application stages of the recruitment process.

Values & Behaviours

The Royal Borough of Kensington and Chelsea has identified four key behaviours and values that should be demonstrated by all council employees. Successful candidates will show the ability to meet these behaviours.

A	<p>Equal Opportunities Demonstrate an understanding of and commitment to Council policies in relation to Equal Opportunity, Customer Care and service delivery, and the ability to implement these policies in the workplace.</p>
B	<p>Qualifications</p> <ul style="list-style-type: none"> • A Full Member - Chartered or Fellow level of the Royal Institution of Chartered Surveyors (MRICS or FRICS).
C	<p>Skills; Experience and Attitude</p> <ul style="list-style-type: none"> • Significant experience in senior leadership roles within property development, acquisitions or disposals. • Significant experience in property valuation, adhering to RICS Valuation Standards and best practice. • Proven track record of delivering high-value and complex property development projects on time and within budget. • Strong strategic thinking and problem-solving skills with a focus on long-term value creation. • Exceptional leadership qualities with the ability to motivate, mentor and empower a high-performing team. • Excellent communication, negotiation, presentation and influencing skills at a senior level. • Demonstrated ability to build strong relationships with internal and external stakeholders. • In-depth knowledge of property law, development regulations, financial best practice and risk management principles. • Experience working within a Local Authority environment, with a proven understanding of public sector priorities.

	<ul style="list-style-type: none"> • Demonstrable experience of leadership from the front, diplomacy, appropriate negotiating skills, direct input and a willingness to be at the front of process and involved at all levels. • Ability to understand property market trends and identify potential to be able to provide strategic recommendations. • Proven experience in enabling, negotiating and overseeing joint venture partnerships to ensure best outcome against strategic aims and direction of the organisation.
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Our Values & Behaviours	
D	<div style="background-color: #00a0e3; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 10px;">PUTTING COMMUNITIES FIRST</div> <ul style="list-style-type: none"> • We put local people at the heart of decision making in everything we do. • We seek to include and involve: all voices matter. • We provide quality services that are responsive, effective and efficient. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I actively involve and include the communities that I serve in my work. • I shall reflect the views of the communities in my daily work. • I shall improve the service I provide through seeking feedback from others. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I have been included • I can see how my views have been taken into account • I can see improvements and developments based on my input
E	<div style="background-color: #00c853; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 10px;">RESPECT</div> <ul style="list-style-type: none"> • We listen to everyone and value the personal experiences of people in our communities and of each other. • We adopt a fair, and involving approach regardless of any way in which an individual is different to us. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I adapt my approach to take account of all differences and cultures in the community and with colleagues. • I ensure I am equitable and fair by including those who are quiet or may not be able to represent themselves. • I communicate in a way that is respectful, encourages involvement and meets people's needs. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I feel my culture and background are respected. • I have confidence that action is being taken. • I feel I am being treated fairly.

<p>F</p>	<div data-bbox="256 219 831 300" data-label="Section-Header"> <p style="text-align: center;">INTEGRITY</p> </div> <ul data-bbox="292 318 1436 409" style="list-style-type: none"> • We act with openness, honesty, compassion, responsibility and humility. • We let people know what we are doing and communicate why and how decisions have been made. <p data-bbox="242 439 852 463">The following examples are indicators of effective behaviour:</p> <ul data-bbox="292 495 1331 573" style="list-style-type: none"> • I demonstrate empathy in my interactions with others. • I am honest and transparent about the decisions I take. • I follow through on the actions I say I will take and take ownership for communicating the outcome. <p data-bbox="242 600 512 624">Our residents will feel that:</p> <ul data-bbox="292 629 1179 707" style="list-style-type: none"> • I am told when something is not possible and the reasons why are explained to me. • I feel my perspective is listened to and understood. • I feel my views are valued
<p>G</p>	<div data-bbox="256 763 783 837" data-label="Section-Header"> <p style="text-align: center;">WORKING TOGETHER</p> </div> <ul data-bbox="292 860 1391 952" style="list-style-type: none"> • We work together and in partnership with everyone that has an impact on the lives of our residents. • We want to understand, learn from each other and continually adapt. <p data-bbox="242 981 852 1005">The following examples are indicators of effective behaviour:</p> <ul data-bbox="292 1037 1452 1144" style="list-style-type: none"> • I work with others to provide an effective service for residents, local communities and other departments within the Council. • I seek ways to work with other departments to deliver a seamless service and find opportunities to improve. • I seek out opportunities to learn from my colleagues and build on good practice. <p data-bbox="242 1171 512 1196">Our residents will feel that:</p> <ul data-bbox="292 1225 1051 1303" style="list-style-type: none"> • I can get my issue resolved without being passed around departments. • I find it easy to access the services that I need. • I feel the Council is open to new ideas.