

Job Outline

Directorate of Planning & Economic Regeneration

Job Title	Principal Valuation & Housing Surveyor	Post Number	POST 12488
Responsible to	Valuation & Estates Manager	ERYC Grade	14

Overall Purpose: To assist in the delivery of the Valuation & Estates Management Service with specific responsibility for the delivery of valuation and estates services for the Housing Revenue Account (HRA) and delivering new initiatives and opportunities for increasing the supply of affordable housing in the East Riding, including supported housing and intermediate affordable housing products.

Principal Accountabilities

1	To direct and manage staff within the valuation and estates service dealing with projects and work programmes associated with the HRA including Right to Buy, Affordable Rents, Purchase and Repair and empty homes acquisitions and the valuation of HRA property for Resource Accounting purposes.
2	To lead on identifying and bringing forward suitable sites for the development of new affordable housing and other supported housing to meet identified local needs, including paying an active role in delivering the councils own house building programme.
3	To lead and play an active role in the acquisition of land and property for the HRA including Section 106 properties, long term empties and development agreements with landowners and developers.
4	To provide advice to the Council, its committees and officers on all HRA related aspects of valuation, estates management, disposal, acquisition and contribute directly to the submission of funding bids to the Homes & Communities Agency and others.
5	To assist the Valuation and Estates Manager to plan, develop, direct and

	implement policies, practices and strategies to optimise the delivery of new affordable housing provision including the development and exploration of new and innovative delivery models and mechanisms.
6	To work closely with colleagues in other parts of the council and external developers, landowners and agents to test the viability of planning proposals through the assessment of financial viability appraisals with a view to making recommendations to the planning service as to the level of affordable housing that can be provided on individual development sites.
7	To handle personally HRA property projects and issues of a particularly complex or sensitive nature, including the sale of assets; acquisitions; compulsory purchase; compensation; valuation and provide strategic and technical estates management and valuation support to assist in the delivery of HRA business plan.
8	To procure and manage external consultants and contractors dealing with HRA related valuation and estates work to ensure that the best possible value is achieved for the Council.
9	To be responsive to the public and deal with enquiries on all valuation & estates matters relating to the HRA.
10	To certify valuations for statutory and other purposes.
11	To play an active role in the management of the service as a whole and deputise for the Valuation and Estates Manager on HRA related property matters as required.
12	Any duties and responsibilities appropriate to the grade and level of responsibility of the post.
	In your role you are required to speak English with sufficient fluency to effectively perform your duties, as required by Section 77-84 of the Immigration Act 2016
	The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility.



Employee Specification

Post Title: Principal Valuation and Housing Surveyor

ERYC Grade: 14

Essential Criteria

- Chartered Surveyor (MRICS), with a track record of valuation and estates management experience
- Experience in the valuation of residential property and land
- Knowledge of the housing sector and an understanding of the development process and economics.
- Excellent negotiation skills
- Excellent oral and written communication skills with the ability to write a well-structured report
- Excellent client and customer care skills.
- Demonstrates an ability to work to deadlines and under pressure to deliver desired outcomes
- Acts with integrity and honesty with a professional approach to work
- Ability to work on own initiative and as part of a team
- Able to demonstrate innovation and development of new ways of working
- Ability to lead, supervise and manage staff resources
- Excellent project management skills
- Diplomacy and political awareness

Desirable Criteria

- RICS Registered Valuation Surveyor
- Membership of other relevant professional bodies
- Knowledge and understanding of housing legislation (including private sector and registered providers)
- Experience of undertaking financial viability appraisals
- Experience of compulsory purchase and the compensation code



- Evidence of a wider range of Continuing Professional Development
- Experience in the use of databases, spreadsheets and GIS Mapping systems
- Experience of preparing and presenting evidence at Inquiries and hearings.