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| |  | | --- | |  | | **Post title**  Thank you for your interest in applying for the above post. Please find attached the Job Description and Person Specification for the role. | | **Working for Stockport Council** | | **Macintosh SSD:Users:tony.collinge:Desktop:values_job_description:STAR_logo_and_values.jpg**  Stockport Council has 4 core values that run through everything we do and are known as the Stockport Way of doing things. As an organisation we stay true to them no matter what challenges we face. The values came from colleagues and were developed through workshops and consultation across the Council.  [This video,](https://play.buto.tv/3My87) produced 'in house' and featuring colleagues from across the Council, explains each value and shows how colleagues are living these values each day.  As a new colleague the Council will expect you to work in accordance with these values. We also have policies and procedures around health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities which we expect you to adhere to. These will be explained in detail to you as part of your induction process.  You can find out more about working for Stockport Council, and some of the benefits we offer employees, online at <https://greater.jobs/locations/stockport/>  H:\Directorate Services Team\Recruitment (Annalie Burns' Team)\Recruitment\OTHER\Diversity and Inclusion\DISABILITY CONFIDENT\employer_small.png | |

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Stockport Council

Competency Person Specification

The criteria listed below represent the most important skills, experience, technical expertise and qualifications needed for this job role.

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| **Competency** | **SCORE** | | | | | **Essential or Desirable** |
| **0** | **1** | **2** | **3** | **4** |  | |
| Able to provide a copy of a current Practising Certificate or equivalent qualification entitling you to practise law in England & Wales (Barristers and Institute of Legal Executives are considered suitably qualified) demonstrating at least 3 years’ post admission experience |  |  |  |  |  | Essential | |
| Significant experience in high profile development work, achieving objectives to time and quality |  |  |  |  |  | Essential | |
| Experience of public sector regeneration work |  |  |  |  |  | Desirable | |
| Experience of property investment work |  |  |  |  |  | Essential | |
| Experience of working with a range of internal and external stakeholders to work collaboratively |  |  |  |  |  | Essential | |
| Experience of effectively managing resources to achieve value for money and provide a high quality service |  |  |  |  |  | Essential | |
| Well-developed negotiating and influencing skills |  |  |  |  |  | Essential | |
| Strong analytical skills with the ability to quickly establish key issues |  |  |  |  |  | Essential | |
| Effective oral and written communication skills with a confident presentational style |  |  |  |  |  | Essential | |
| Experience of local authority constitutional law |  |  |  |  |  | Desirable | |
| CPD requirements of relevant professional body up to date |  |  |  |  |  | Essential | |
| Understands and actively supports Stockport Council’s diversity and equality policy |  |  |  |  |  | Essential | |
| To meet Stockport Council’s standard of attendance |  |  |  |  |  | Essential | |
| A willingness to be flexible in a changing environment |  |  |  |  |  | Essential | |

Your application will be assessed against these criteria to determine whether or not you are shortlisted for interview.  Any interview questions, or additional assessments (tests, presentations etc) will be broadly based on the criteria below.

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| **green band epsStockport Council**  **Job Description** | |
| **Post Title: Commercial Property Solicitor**  **Service Area: Legal and Governance**  **Directorate: CSS**  **Team: Commercial Property** | **Salary Grade: MB3** |
| **Post Reports to: Head of Commercial Property**  **Post Responsible for: Legal property development and investment work** | |
| **Main Purpose of the Job:**  The successful applicant will take on a key role within a dynamic Commercial Property team with a focus on high value regeneration work. You will:   * engage in a broad spectrum of work including strategic land and development projects alongside property investment work across a variety of sectors; * act as a senior legal advisor on complex property work to help the Council in the delivery of its strategic objectives; * motivate, support and supervise other members of the Commercial Property team; * be keen to build and strengthen relationships with internal client departments. | |
| **Job activities:** **Summary of Responsibilities and Key Areas:**   1. To be responsible for a personal caseload of highly complex legal matters with a focus on practising commercial property law to facilitate the Council’s large, strategic regeneration projects. In addition, the post holder will be required to have a thorough knowledge of general property law, including conveyancing practice and procedure; 2. To act as a senior legal advisor in the delivery of all aspects of commercial and general property and major project work; 3. To provide legal and governance input to major project teams, including initial advice on issues such as powers, decision making and state aid issues; 4. To draft and negotiate complex property documentation on behalf of the Council; 5. To advise on all aspects of property law and land transactions including compliance with the Council's Constitution; 6. To prepare briefings to Officers and Members and to input into decision making reports in respect of the same; 7. To supervise the carrying out of the day-to-day property legal work of the Council; 8. To remain up to date with the latest legal and practical developments affecting local authority property; 9. To assist with the provision of proactive advice and support that anticipates the implications for the Council of any changes to legislation and through case law; 10. To ensure that the Council manages its resources effectively, delivering value for money, exploiting opportunities to drive out inefficiencies and generating income where appropriate; 11. To motivate, support and supervise other members of the Commercial Property team; 12. To build and sustain excellent collaborative working relationships with client departments, colleagues, Members, partners and other stakeholders.   **Setting Direction**   1. Be an effective and engaged member of the management team responsible for shaping the future development and delivery corporate and support services while being accountable for specific function development and delivery. 2. Provide cohesive leadership and management to develop the service in line with the strategic direction of the Council, ensuring effective operations and cost effective use of the organisation’s resources. 3. Comply and ensure compliance with the Council’s policies and procedures. 4. Provide tactical direction and leadership across CSS and within a specialist area to establish and maintain a culture of teamwork, achievement, accountability and outcome focus.   **Engaging People**   1. Deliver excellent customer service and effective client management, in order to understand, reflect and manage the expectations of customers and the reputation of CSS. 2. Foster and maintain positive relationships with key stakeholders to facilitate effective contract and relationship management and achieve the most appropriate and desirable outcomes for the organisation. 3. Deliver excellent customer service and effective client management, in order to reflect and manage the expectations of customers and the reputation CSS. 4. Work collaboratively within CSS, across the Council and with partner organisations at all levels in order to maximise performance levels and operational efficiencies. 5. Manage change effectively, working with colleagues in response to external drivers, resolving complex issues and ensure that CSS remains fit for purpose now and in the future. 6. Recognise and respond to the political environment and expectations, addressing any sensitivity and taking an appropriate view of service priorities and requirements.   **Delivering Results**   1. Plan and manage significant service resources, budgets, assets, projects and staffing to maximise achievement of goals and required levels of customer service demonstrating effective value for money.      1. Support employees at all levels in the elimination of duplication and other inefficiencies across CSS in order to maximise the use of resources and achieve budget targets. 2. Provide effective oversight and organisational management of service or specialist areas to a high level, including responsibility for projects, budgets, risk, performance, staffing, health and safety, business continuity etc. as appropriate. 3. Monitor the performance of staff and address performance issues in a timely manner to maximise individual and team outcomes. Deal with complex performance issues and support more junior managers in their application of this. 4. Manage, develop and effectively deploy staff to enable them to effectively undertake their roles, responsibilities and accountabilities through organisational change and to provide for succession across CSS. Make quick decisions based upon priorities. 5. Contribute to the key aims and objectives of the organisation, both within the post holder’s specific remit, across the section and Council as a whole. 6. Contribute to isssues relating to Civic Resilience and Business Continuity, including representing the Service as required during an incident. 7. Personal Health and Safety in the workplace. | |
| **Additional duties:**  To work positively and inclusively with colleagues and customers so that the Council provides a workplace and delivers services that do not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.  To fulfill personal requirements, where appropriate, with regard to Council policies and procedures, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities.  To work flexibly in the interests of the service. This may include undertaking other duties provided that these are appropriate to the employee’s background, skills and abilities. Where this occurs there will be consultation with the employee and any necessary personal development will be taken into account. | |