



TaurangaCity

Job description

Title	Senior Strategic Property Advisor
Number	
Group	COFO - Chief Operating & Financial Officer
Division	General Counsel
Reports to	Team Leader: Property Legal
Direct reports	N/A
Date	01/07/2025

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Mātauranga Māori and our partnership with tangata whenua.

Job purpose

The primary purpose of this role is to deliver professional property advisory and transactional legal services for the TCC. This includes all commercial and legal elements of property transactions (including leasing and licensing) and other projects across TCC requiring commercial property input.

Key outcomes

Advice is trusted and expert.	<ul style="list-style-type: none">• Lead and provide technical advice on strategic property/ development projects, programmes, and proposals, drawing on expertise and input from other Council teams (including strategy, growth, planning, community, and infrastructure-focused teams), and relevant legislation that helps to support investigation and identification of land required for Council-led / Council-supported projects.
--------------------------------------	---

Here to make Tauranga better

WHANAKE TE TAI

	<ul style="list-style-type: none"> • Lead strategic property options analyses and work programmes for the forward planning of Council investment.
Projects are successfully delivered, meeting planned strategic outcomes.	<ul style="list-style-type: none"> • Lead and contribute to specialist projects that support the Council's strategic priorities, working collaboratively and cooperatively across Council teams. • Ensure Council's decision-making and external dealings are based on sound business cases. • Ensure projects are appropriately scoped, planned, resourced, managed and delivered to meet planned strategic outcomes. • Ensure there is high confidence in strategic investment outcomes as measured by budget, programme and stakeholder/community satisfaction.
Relationships are trusted, sustainable and effective.	<ul style="list-style-type: none"> • Build and maintain strong internal partnerships to ensure effective and efficient delivery of projects and processes. • Build and maintain positive relationships with key external contacts including iwi and hapu, community groups, property owners/occupiers, developers, private sector, and professional service providers, through open, proactive and respectful communication.

The job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential
<ul style="list-style-type: none"> • Bachelor of Laws degree. • At least 5 years' experience working in a property advisory and/or transactional legal services type of role. • Sound understanding of and experience in matters involving the Public Works Act, Resource Management Act, Reserves Act, Local Government Act, Building Act and other relevant legislation. • Significant experience in planning, property, strategy, law or related local government/development area.

Here to make Tauranga better

WHANAKE TE TAI

Here to make Tauranga better



WHANAKE TE TAI

Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections