



Government
Property
Profession

Guidance: Government Property Profession Competence Framework

February 2015

Introduction

The [Government Property Profession Competence Framework](#) represents the high-level competence framework for the Government Property Profession in the Civil Service. It outlines the typical responsibilities and accountabilities that property practitioners will be expected to have at the following levels:

Senior Leader:	Senior Civil Service Pay Bands
Senior Practitioner:	Grade 7 and Grade 6 or equivalent
Practitioner:	Higher Executive Officer (HEO) and Senior Executive Officer (SEO) or equivalent
Foundation:	Executive Officer (EO) or equivalent, Administrative Assistant (AA) and Administrative Officer (AO) or equivalent

The professional framework should be read in conjunction with the Civil Service Competency Framework (CSCF): <http://resources.civilservice.gov.uk/wp-content/uploads/2012/07/Civil-Service-Competency-Framework-Feb2013.pdf>

Who is the professional framework for?

This framework is aimed at staff working in property or property-related roles and consider property to be their career anchor profession. This usually encompasses posts where professional qualifications and experience are directly relevant to the work being undertaken. However, it is also applicable to those who are currently not qualified property practitioners but wish to make this their profession of choice. Those with a property background at any level are encouraged to register with the GPP, which exists to support property practitioners at all levels.

The framework also provides commonality for property practitioners across government and can be used in drafting job descriptions for vacant posts. It is designed to be used in conjunction with the Civil Service Competency Framework (CSCF). For example, in recruitment exercises, a mix of professional competencies and the CSCF competencies should be used. Account needs to be made of the grade of post being advertised so that the both the professional and CSCF competencies match the level required.

Using the Government Property Profession Competency Framework

The framework is a guide for staff, line managers, departmental Heads of Property, Human Resources departments, and those responsible for property management capability in Civil Service organisations. These groups should use the framework to establish standards and criteria in areas such as job descriptions, recruitment, performance management, and learning and development.

Some roles may require a minimum depth of knowledge or experience to be able to operate effectively; this may include holding an appropriate level of subject qualification. Depth of expertise is not necessarily grade dependent. Some roles may require people to be effective at a higher level of the professional competency than their current grade in order to deliver their duties successfully. Line managers and staff should consider the requirements of the role and select the indicators that are most appropriate to that role.

However, the general approach is that the competencies are cumulative and that roles at higher level/grade will assume the competences displayed at lower levels.

Example of use: Senior Practitioner Role

The below example illustrates how the Civil Service core competencies and the Government Property Profession competence framework might be taken together to sift and select candidates for interview and a role.

Competencies and criteria for role (6 max):

Framework	Competency	Key indicators for sift/interview
Civil Service	Making effective decisions	<ul style="list-style-type: none">• Interpret a wide range of political and national pressures and influences to develop strategies
Civil Service	Leading and communicating	<ul style="list-style-type: none">• Communicate with conviction and clarity in the face of tough negotiations or challenges
Civil Service	Managing a quality service	<ul style="list-style-type: none">• Maintain and improve service by managing risks to ensure own area and partners to deliver against defined outcomes
Professional (GPP)	Professional/Technical expertise	<ul style="list-style-type: none">• Qualification (MRICS); Experience (5 years in relevant role)
Professional (GPP)	Statutory/Regulatory/Codes of Practice	<ul style="list-style-type: none">• Exhibits the appropriate professional authority and credibility to ensure acceptance of recommendations/proposals from colleagues and stakeholders
Professional (GPP)	Interpretation and analysis of data	<ul style="list-style-type: none">• Interprets and communicates clearly to senior stakeholders diverse and detailed information from a wide range of sources