

Job description - Land Agent (PB3)

Job summary

The role is based at South Forest District office in Kings House, Lyndhurst, Hampshire, with the opportunity of some blended working. Most travel will be in the New Forest and East Dorset/South Wiltshire area, with some longer journeys such as other parts of the District or national Estates meetings.

The Estates Team in South Forest District consists of Land Agents supported by an Assistant Land Agent. We also have an Estates Officer and Buildings Team. There is dedicated administrative support within the Estates team.

The Land Agents play a pivotal role providing an estate management service to the Forest Management Director, district staff and national office. Other teams with professional advice and support; as well as proactively leading on the management of a wide range of residential, agricultural and commercial properties on both Forestry England freehold and leasehold land, particularly within the New Forest.

Working within a Forestry England 'one team' approach provide professional property and asset management services in support of our existing people, nature, economy offer. Working with wider colleagues seek, develop and deliver business expansion across the district.

The role also involves the management of third-party liability claims in liaison with our legal advisers, undertaking RICS Red Book valuations for financial purposes, dealing with capital investments as well as new buildings, handling wayleaves and deeds of grant for access with utility companies and developers and working on tenders and leases for new recreation activities and development projects.

Key responsibilities & accountabilities

Working with people and as a team:

- Along with the other Area Land Agent, lead and manage the district's Estate team including our building surveying function. This will include direct line management of an Assistant Land Agent, the Building Surveyor and the Estates Officer.
- Contribute effectively as a member of the senior leadership group within the District.
- Work collaboratively with District professionals such as foresters, recreation managers and ecologists to support their delivery and gather their expert advice.
- Liaise closely with New Forest Stakeholders, including The Verderers of the New Forest and attend the monthly Verderers' Court.
- Develop good working relationships with Forestry England's landlords and their agents to ensure that we are in the best position to jointly develop proposals on leasehold land to mutual advantage.
- Provide support to wider business functions on land related matters, handling legal and compensation claims made against Forestry England, working with solicitors where appropriate.

Business Planning & budget management:

- Plan and co-ordinate the management of the non-forest estate, acting as cost centre manager for the preparation of the Estates Business Plan and the Estates annual and 5-year budgets.

Managing our portfolio for commercial return and public benefits

- Manage the portfolio of lettings, leases, licences, agreements and built assets across the District, with particular responsibility for the New Forest and adjoining areas. Manage the licencing of access and other activity on the Crown Lands of the New Forest.
- Negotiate and renew all lettings, leases, licenses and agreements.
- Maintain the district's-built estate including operational facilities and housing and related services (including private water supply and waste disposal systems) to agreed budgets.
- Negotiate buying, selling and disposing of surplus land, woodland and buildings achieving the best possible price.
- Identify and pursue development and income-raising opportunities in the nation's forests in line with government policy.
- Manage legal issues in the district (including instructing and liaising with solicitors) covering litigation, compensation claims made against or by Forestry England, and property transactions.
- Valuation work for internal purposes.
- Provide legal advice to operational staff on legal matters for Forestry England properties
- Support the Forestry England Energy Strategy and aspirations around a low carbon business model.

And any other tasks, reasonably requested by your line manager.

Location-specific information

If the post you are applying for is PB5 or above, you will be asked to join the District duty roster, after a suitable period of time.

Skills, knowledge & experience

Essential professional and technical experience

- Proven experience in mixed use property management, managing landlord and tenant relationships, negotiating rent reviews, lease renewals and new agreements and undertaking valuations is considered essential.
- The successful candidate will have experience working within a team and with external consultants. Whilst the post will directly line manage staff; experience of line management is not required as full training and support will be given.
- The ability to analyse complex and unusual estate management issues and develop detailed solutions.
- Strong communication and interpersonal skills to lead the team, deal with clients and stakeholders, and handle negotiation / potential conflict in a tactful and diplomatic way to meet business objectives and uphold Forestry England's reputation.
- Experience of setting and monitoring budgets.

- The role requires flexibility and an ability to switch from one task to another according to the short and medium term priorities of the team.

Desirable professional and technical experience

- Competent IT user with experience in MS Office suite of applications and GIS systems.
- Understand sustainable forest management.

Qualifications

Essential

- Full chartered membership of the Royal Institute of Chartered Surveyors (MRICS or FRICS).
- Degree or equivalent in Rural (or other relevant) Estate management.

Desirable

- Royal Institution of Chartered Surveyors Registered Valuer status.
- Fellow of the Association of Agricultural Valuers.