

# R A B Y

## RABY ESTATES

### ROLE SPECIFICATION

#### LAND AGENT – Co DURHAM ESTATES

#### INTRODUCTION:

**The Raby Estate** comprises landholdings and trading operations that are owned by Lord Barnard and his family. Raby Estate business operations include in-house farms, let farms and residential property, visitor attractions and sporting enterprises across 3 estates in Co Durham and Shropshire.

**The Raby (Co Durham) estates** comprise Upper Teesdale Estate (35,000 acres or thereabouts) and the Raby Estate (20,000 acres or thereabouts) around Raby Castle near Staindrop. The Durham estates hold 136 let farms and 265 residential properties. There is also an extensive area of moorland in Upper Teesdale which is managed for grouse shooting. A driven pheasant shoot around Raby Castle is also managed in hand.

Raby Estates has recently rolled out a comprehensive 5 year business plan which places greater emphasis on property development, leisure and tourism activity and climate change/environmental initiatives. More resources are also to be directed towards safeguarding core estate property, heritage assets and collections.

This is a new and exciting role created due to the realignment of all property interests at Raby under Lord Barnard following death of his father in 2016. The person appointed will be a key member of the senior management team at Raby.

#### THE ROLE

##### Main Objective:

- To provide comprehensive property management service on the Raby (Co Durham) Estates.
- To identify and support delivery of property development and other business activity on the Estate.
- To lead and line manage a small estate management team based in the Raby Estate Office in Staindrop.

##### Job Requirements:

- Flexible approach to duties undertaken
- Ability to work within a team or on own initiative as required
- Effective communication and organisational skills
- Honesty and a high level of integrity
- Enthusiasm and capacity for hard work
- Attention to detail

- Systematic and cheerful approach with a 'can do' attitude

**Reports to:** Chief Executive

**Salary and benefits:** A competitive remuneration package will be offered.

**Key Responsibilities:**

**Property Portfolio**

Principle responsibilities:

- Management of all let residential, commercial & agricultural property interests on the Upper Teesdale and Raby Estates in Co Durham.
- Identifying and assisting in the delivery of property development opportunities
- All wayleaves, easements, conveyances & compensation claims
- Letting of vacant properties
- Lease and licence renewals
- Rent reviews and collection of arrears
- Enforcement of tenancy clauses etc.
- Compliance with Tenant Deposit Scheme
- Preparing planning permissions and planning compliance.
- Maintaining property management database, mapping and other estate management digital and hard copy records.
- Managing disposals and/or acquisitions of property

**Agricultural and Environmental**

Principle responsibilities:

- Ensure compliance with national & regional environmental designations
- Ensure compliance with habitat regulations and waste management regulations
- Supervision and management of Upper Teesdale fell graziers agreements.
- Management of existing stewardship/environmental agreements and identifying opportunities for new schemes.
- Renew annual grazing licences or short term farm business tenancies.
- Instruct and supervise conservation work where appropriate.

**Sporting**

Principle responsibilities:

- Supervision of in hand sporting operation and game keeping staff including deer management in Raby Park.
- Management of let shooting agreements
- Renew fishing, shooting & stalking agreements

**Financial**

Principle responsibilities:

- Agreeing annual budgets for all relevant departments
- Ensuring close financial control of all budgets and capital projects
- Agreeing capital expenditure budgets with CEO/Financial Controller