



POSITION PROFILE

Land Officer



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Bute Energy is a developer of large-scale onshore renewable energy projects in the UK, with a development pipeline in excess of 2GW of generating capacity.

Our portfolio comprises projects at various stages of development, with the first projects expected to commence construction in 2024. In total, the portfolio of onshore wind farms, solar PV projects and co-located battery energy storage systems could have an installed capacity in excess of 2,000 MW by 2030, making a substantial contribution towards meeting the renewable energy targets of the Welsh Government and the net zero carbon objectives of the UK Government.

The projects are expected to attract significant investment and deliver substantial socio-economic benefits to the local and regional economy. We will submit our first planning application in the summer of 2022 for the Twyn Hywel Energy Park (<https://twynhywelenergypark.wales/>), located largely within a Pre-Assessed Area for Wind Energy in Southeast Wales. All our sites can be generating power by 2028, helping to support the Welsh Government's 2030 targets on the path to net zero.

We have partnered with Copenhagen Infrastructure Partners (CIP), whose investment will allow us to accelerate the development of our portfolio and bring significant supply chain and economic benefits to Wales.

Bute is growing its existing team to drive the business through the next stages of consenting and delivery. We are now looking to appoint a Land Officer.





<b>Job Title:</b>	Land Officer
<b>Location:</b>	Cardiff
<b>Reports to:</b>	Senior Land Manager

The Land Officer will support the Land Team and Commercial Director through managing the provision of a landowner tracker, landowner relationship management, financial budgets, compiling various internal and external documents and playing a key role in the successful delivery of the company's short- and long-term business objectives. This is an exciting opportunity to join a high-growth business and play a key role in the continued success of an expanding and critical part of the organisation.

## Main Responsibilities

- Maintain tracker of current position with landowners across all renewable energy projects under development. Purpose of land tracker is to ensure that:
  - The actions are prioritised and aligned to short- and long-term goals of the land team;
  - The land team are progressing commercial and legal negotiations with landowners within the planned time to ensure the site programme can be met;
  - Team resources are utilised in the most efficient manner; and
  - The right people have access to the right information to make the right decisions
- Maintain a landowner 'CRM' system to ensure effective and efficient relationship management and communication across the full portfolio of landowners
- Maintain financial budget for land expenditure across all renewable energy projects under development, with input from Land Managers and Directors
- Compile the first draft of land related legal documents (Exclusivity Agreements, Heads of Terms etc) from base templates
- Consult and coordinate with cartographers and solicitors to obtain maps and title information to support Land Managers in their discussions with landowners
- Compile monthly land reports for meetings to update the Directors on status and actions
- Compile pitch documents for new sites and tenders

## Key Accountabilities:

- Ownership of the land tracker and ensuring it is up to date
- Ownership of CRM system for landowner relationship management
- Ownership of the financial budget for land expenditure and ensuring it is up to date
- Preparing first draft of land-related legal documents, monthly land reports and pitch documents
- Day-to-day liaison with Land Managers and Commercial Director to ensure timely delivery of support



## General:

- The above responsibilities are neither exclusive nor exhaustive and the incumbent may be called upon to carry out such other appropriate alternative or additional duties as may be required, which are within their capability and competence.





## Knowledge & Skills:

- An understanding of and experience in working in the renewable energy industry would be an advantage
- Excellent written, verbal, and interpersonal skills
- Excellent organisational skills
- Highly proficient IT skills in Word, Excel, PowerPoint, and MS project
- Handling and co-ordinating inputs from team members
- Strong interpersonal skills with an ability to create and build relationships across the business and with external consultants
- Enthusiastic, ambitious and with a strong desire to create and add value to an organisation
- Highly motivated with the ability to self-manage workload
- Ability to be flexible to an ever-changing and expanding workload

## Experience & Qualifications:

- Between 2 – 4 years' experience working in a similar role
- Experience coordinating outputs from team members and providing central support
- Agriculture or property sector experience would be beneficial
- Experience in the preparation of land related legal documents would also be beneficial

## Diversity and Inclusion:

Bute Energy is an equal opportunities employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We do not discriminate on the basis of race, religion, colour, national origin, gender, sexual orientation, age, marital status, veteran status or disability status.



## Remuneration:

Attractive package commensurate with background and experience required for the role. For more information on remuneration please contact Sophie Randles, Director at Livingston James.

Contact details are as follows: T: 07432480922 or E: [sophierandles@livingstonjames.com](mailto:sophierandles@livingstonjames.com)

## The Recruitment Process:

The search and selection process of this assignment is being managed by advising consultant, Sophie Randles, Director at Livingston James.

Selected professionals will then be invited to interview with selected shareholders and stakeholders. There will be three stages to this process. If requested, psychometric assessment will be utilised through the process for which additional guidance will be provided.

All third-party applications, enquiries and direct approaches to Bute Energy will be referred to Livingston James.