



SWINDON
BOROUGH COUNCIL

ROLE PROFILE

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| Title: | Skilled landscape Gardener, Playground Inspector | | |
| Career Family: | Grounds, Trees and Country Parks | Date: | Sept 2025 |
| Career Family Level: | CFL 3 | Reference: | SBC_12398 |
| Reports to (Job Title): | Grounds, Trees and Country parks Manager via grounds Supervisor | | |
| Structure chart attached: | | | |

Purpose:

To maintain a High Standard of Landscaping and Playground Maintenance within the Borough of Swindon.

Key responsibilities and accountabilities:

- To use best horticultural practice in the planting and maintaining of newly planted landscaped areas.
- To use own initiative on day-to-day activities within the overall guidelines set out by the supervisor.
- Ensure parks and depot building are left safe and securely locked.
- Working to deadlines and delivering a high quality standard of landscaping works.
- Work undertaken will be of skilled nature and post holders would be expected to be proficient in the use of all equipment, plant and machinery and have a thorough knowledge of the plant material that is being tended and drive non-LGV vehicles.
- Cleansing work in and around parks and housing areas. This includes the safe removal and disposal of dangerous and hazardous materials.
- The maintenance and safe use of hand tools, many power tools including hedge trimmers, strimmers, blowers, push mowers (petrol rotary and flymos), vibrating compaction plates and vibrating trench plates, mechanical post hole borers, disc cutters, turf cutters and cement mixers, basic mechanical knowledge of tools used. Being able to guide other colleagues in the maintenance of the above.

- To undertake soft landscaping works to include planting trees, shrubs, bulbs and whips to agreed standards, topsoiling, and cultivating and minor grading works to form suitable areas for seeding and turfing. Maintenance to include hoeing, hand weeding, digging and spraying of newly planted areas.
- To undertake hard landscaping works to include laying of hard paved surfaces, minor tarmacing, concrete bases and safety surfacing such as rubber wet pour and loose-fill bark, the erection of play equipment in accordance with the manufacturers instructions and the erection of other structures such as timber and metal fencing, stone and retaining walls.
- To Inspect playground sites and equipment in a systematic and vigilant manner for any faults/damage or hazardous items. To record all findings in paper or electronic systems. To undertake maintenance and repairs of play equipment, play surfaces and all hard landscape items to ensure that they remain in a safe and usable condition.
- Ensure that any identified personal training needs are discussed with their immediate supervisor.
- Be able to supervise a small project on site including supervising others.
- The driving of site dumpers and all other small mechanical plant and the use of chainsaws.
- To maintain the highest level in customer care in line with service standards.
- To fully comply with SCS, SBC and the Industry, Health and Safety Policy while delivering

Supplementary Accountabilities

In accordance with the provisions of Health & Safety at Work etc. Act 1974 and the Management of Health & Safety at Work Regulations 1999 you must take reasonable care so as not to endanger yourself or other persons whilst at work. You must also co-operate with the Council to enable it to Comply with its statutory duties for health and safety.

You must work in accordance with training of instructions given, make proper use of any personal protective equipment provided and inform your manager of any hazardous situations or risks of which you are aware.

You must ensure you undertake responsibilities relating to your position as detailed within your Directorate Health and Safety Policy.

Knowledge and Experience

Minimum:

- Experience in landscaping environment
- Experience in using all types of grounds maintenance machinery
- Full clean driving licence
- Will need to be physically fit

Preferred:

- Landscape/Horticultural qualification – City & Guilds, RHS or NVQ2
- PA1 & PA6 Pesticides Licence
- 180 excavator certificate

Working Environment:

- Outside works
- Working in unpleasant conditions, extremes of temperature and clement weather conditions
- Hazardous Conditions will exist at times

Potential Risks:

- Potential exists for aggression and risk of injury

Decision Making:

- Make informed decisions on site regarding maintenance tasks within the guidance of the Parks & Landscape Officer.
- Decisions on task allocation on individual jobs.

Contacts and Relationships:

- Verbal contact with SBC employees.
- Verbal contact with members of the public and external clients.

Creativity and Innovation:

- To suggest and devise improvements for delivery.
- Better use of labour, transport, material.
- Challenge procedures.

Values and Behaviours:

Our organisational values express what is important to us, our ethics, ideals and the principles upon which we place significant worth. These values drive our choices, decisions and behaviours:

At Swindon we do what really matters; We love 'our' Swindon. We want the best for it. We turn up each and every day to have impact, a place and people to be proud of.

At Swindon we do things right; We are accountable to our residents and ourselves to make the best decisions we can, to try new things to make Swindon thrive now and in the future.

At Swindon we make it happen together; We work together, with our communities, across the Council and with our partners to get the best we can collectively for Swindon.

Working in accordance to our values we aim to achieve excellence in our behaviours – to get the best for Swindon Borough and us. Our behaviour framework builds on our values and provides examples for each of us of what this means in practice.

Delivering Performance and Results

- Being determined to achieve our outcomes by committing to the highest standards of individual and collective performance.
- Holding purposeful conversations which challenge, recognise contribution, giving and receiving relevant feedback.
- Being responsible for delivering my results. Results that contribute to the wider outcomes for Swindon Borough

Collaborating and Innovating

- Taking a Swindon wide view. Understanding the impact of the political landscape for our organisation.

- Looking for appropriate opportunities to work internally and externally in partnership to find new and sustainable ways to do things.
- Being bold, willing to learn in order to meet the needs of our residents.
- Being proactive and accountable – making a difference.

Leading Self and Others

- Acting in a fair, ethical and authentic way, demonstrating mutual respect and treating one another as professionals.
- Fostering trust, developing ability and accountability.
- Developing the conditions for ourselves and others to thrive to create a one team spirit that we are proud of.

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| <u>Context and Dimensions: Job Scope</u> | Budget Holder | No |
| Number and types of jobs managed None | Responsibility: | Nil |
| Typical tasks supervised/allocated to others | Asset Responsibility: | Hydraulic Fleet and Hired Machinery - £50,000 |

Other Key Features of the role

It should be noted that the duties and tasks associate with this post may change from time to time without altering their general character or the level of responsibility entailed. The above duties and activities associated with this job are neither exclusive nor exhaustive and the job holder may be called upon to carry out other such appropriate duties as may be required within the grading level of the job.