

Job Profile - Landscape Architect - Capital Projects

Pay range	PCC Band 10 (£44,252 - £48,738)
Line manager	Team Leader (Landscape Architects) - Capital Projects
Directorate	Housing, Neighbourhoods and Building Services
Location	Civic Offices, Portsmouth PO1 2AL

Role is office based but you will be required to travel between PCC assets in Portsmouth, Havant, Gosport, Fareham and Winchester.

Job purpose

We are looking for an experienced Landscape Architect to join the Design Team and support the Capital Projects Service in delivering the Council's construction, public realm, regeneration and environmental improvement programmes.

The successful candidate will independently lead and contribute to landscape-led and multidisciplinary projects from feasibility and design through procurement, construction, completion and operation. The role requires strong design ability, sound professional judgement, excellent communication and the capacity to manage multiple projects and competing demands.

What is the role?

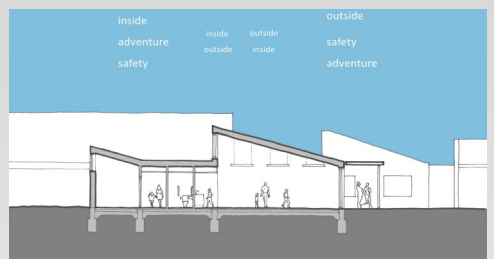
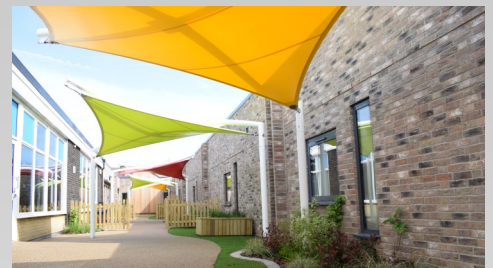
Sitting within the Housing, Neighbourhoods and Building Services directorate, you will report to the Landscape Architect Team Leader and support the Principal Architect in delivering the Council's capital projects and professional design services.

The Design Team is multidisciplinary and includes architects and landscape architects. The team works closely with building surveyors, quantity surveyors, engineers, construction inspectors, project managers and internal and external consultants to deliver project outcomes.

The team provides services across the Council and to external organisations. Clients and stakeholders may include Housing, Education, Planning, Highways, Parks, Regeneration, Culture, Leisure, Public Health and Property services, together with schools, academy trusts, NHS bodies, charities and neighbouring authorities.

Projects may include schools, housing estates, parks, streets and public realm, civic and operational property, regeneration sites, heritage settings and externally commissioned work.

You will balance design quality and environmental outcomes with statutory, financial, operational, political and community requirements.



The Landscape Architect's role includes, but is not limited to:

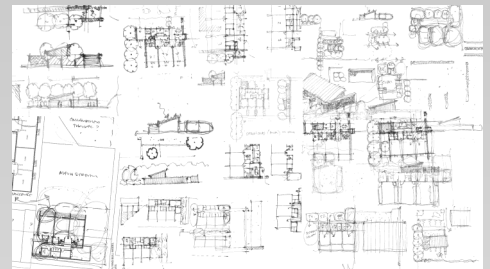
- Lead and contribute to landscape architecture projects from briefing, site appraisal and feasibility through concept and technical design, procurement, construction, handover and aftercare.
- Prepare site appraisals, feasibility studies, options, drawings, visualisations, specifications, schedules, reports, planning material, tender information and contract documentation.
- Develop landscape proposals that respond to site context, accessibility, ecology, heritage, drainage, maintenance, safety, climate resilience and whole-life value.
- Interpret and apply relevant planning and environmental legislation, biodiversity net gain requirements, sustainable drainage principles, green infrastructure policy, accessibility requirements, public procurement rules and the Construction (Design and Management) Regulations 2015.
- Work with clients and end users to understand aspirations, establish a clear and deliverable brief, present options and manage expectations within available budgets, programmes and resources.
- Lead or coordinate multidisciplinary project teams and commission, brief and manage specialist consultants such as ecologists, arboriculturists, engineers, soil specialists and drainage advisers.
- Prepare and manage procurement activity, evaluate tenders, contribute to contractor selection and administer appropriate construction contracts within delegated authority.
- Monitor landscape and civil engineering works on site, assess quality and progress, review contractor submissions, identify defects and require remedial action where work does not meet the contract or required standard.
- Manage the project resources allocated to you, including professional fees, surveys, consultant commissions, contract expenditure, programmes, risks, commitments and forecasts.
- Provide authoritative landscape architecture advice to project teams, clients, senior officers, elected members, partners and communities, with support from senior colleagues where matters are exceptionally sensitive or politically significant.
- Lead consultation and project meetings, communicate complex technical matters clearly, negotiate solutions and maintain constructive relationships where priorities conflict.
- Contribute to policies, strategies, design guidance, technical standards, specifications, quality assurance processes and service improvements relevant to landscape architecture.
- Work collaboratively across Building Services and other Council directorates to support a coordinated "one Council" approach to capital projects.
- Mentor trainees, apprentices or less experienced colleagues when required, review technical work and support professional development.
- Maintain accurate project records, commercial confidentiality and continuing professional development, and escalate matters carrying significant safety, legal, financial, political or reputational risk.



Who is the person?

The ideal candidate is someone who:

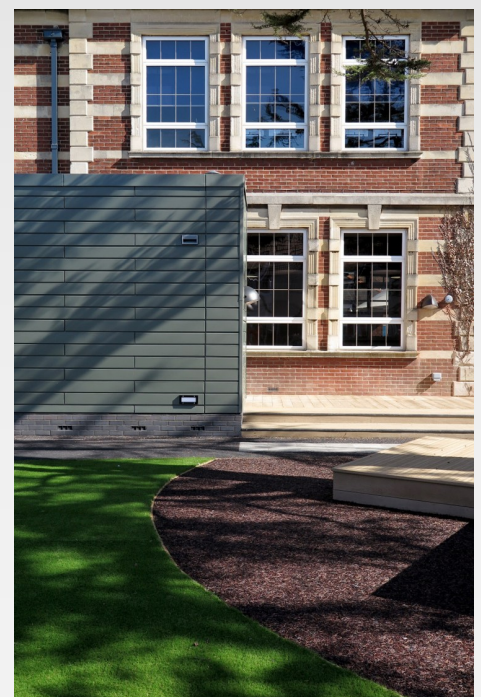
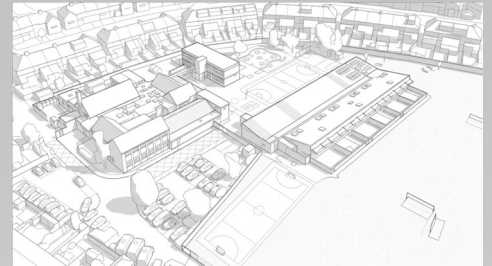
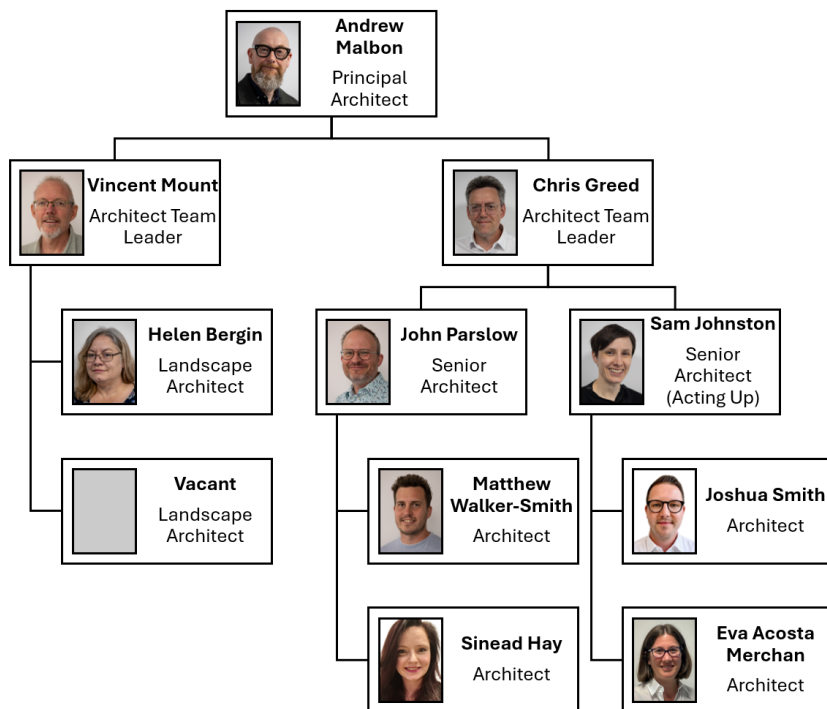
1. Holds an undergraduate honours degree or postgraduate degree, or equivalent, in landscape architecture or a closely related discipline that provides the professional knowledge required for the role.
2. Chartered Membership of the Landscape Institute is preferred but is not essential. Applicants who are not chartered must demonstrate extensive relevant professional experience and competence equivalent to undertaking the full duties of the role independently, with willingness to pursue chartership.
3. Have at least three years of relevant professional experience and a record of independently delivering significant or medium-scale landscape, public realm, regeneration or environmental improvement projects.
4. Demonstrate strong landscape design ability and the capacity to analyse a place, identify constraints and opportunities, develop creative options and communicate a coherent design response.
5. Have expert knowledge of landscape planning, hard and soft landscape design, construction detailing, specification, procurement, contract administration, construction and aftercare.
6. Have practical knowledge of planning and environmental requirements, including biodiversity net gain, sustainable drainage, green infrastructure, accessibility, trees, ecology, heritage and relevant health and safety duties.
7. Have experience of working within and, where required, leading multidisciplinary professional teams and coordinating the input of clients, consultants, contractors and statutory bodies.
8. Have experience of preparing tender information, assessing submissions, administering construction contracts, inspecting works, managing defects and protecting the client's contractual position.
9. Demonstrate commercial awareness and experience of project budgets, professional fees, cost planning, tender evaluation, valuations, change control, forecasting, risk management and value for money.
10. Have excellent written, verbal, visual and interpersonal communication skills, including the ability to prepare clear reports and presentations, chair meetings, consult communities, negotiate and resolve disagreement.
11. Be able to build trusted relationships with internal and external clients, understand their requirements, manage expectations and keep stakeholders informed throughout the project lifecycle.
12. Be organised, resilient and comfortable managing multiple projects, deadlines and changing priorities while maintaining accuracy, professional standards and attention to detail.
13. Be proficient in AutoCAD and relevant design, visualisation and presentation software, together with NBS or equivalent specification systems and Microsoft 365 applications.



14. Demonstrate a positive commitment to public service, inclusive and sustainable design, teamwork, continuous improvement and maintaining current professional knowledge through CPD.
15. Hold a current driving licence or be able to demonstrate an effective and efficient means of travelling to sites and meetings across the city and surrounding areas.

When completing the application form, please ensure that you respond to each of the 15 'Who is the Person' points listed above. Use examples from your experience and attach this with a CV in the Supporting Documents section. If you do not respond to these points you are unlikely to be invited to the assessment or shortlisted.

Design Team Structure



T&C of employment

Working hours - Contractual hours are 37 hours per week, but this role may require additional input as is reasonable for a professional role and requested by your line manager. Business operational hours are 8am to 6pm with core hours between 9:30-12:00 and 2pm-4pm, but there will need to be flexibility to reflect the fact that work can arrive unexpectedly and have very short deadlines. There will be regular meetings outside of these hours, such as with councillors, school governors or residents' groups, and the need to react to emergencies.

Probation period, the post is subject to a 5 month probation period with monthly reviews.

Notice period - In line with the council's policy, a two month notice period is applied to this post.

Learning & development - Support will be given to enable the post holder to continually develop their skills and experience. The council has a range of training opportunities.

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants.

Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way, and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information. For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our job board.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

If you have any questions, or would like an informal discussion about the role, please call:

Vincent Mount, Team Leader (Landscape Architects) on 07816003672

or email: Vincent.mount@portsmouthcc.gov.uk

