

Standard in development

L5: Horticulture or landscape technical manager

Title of occupation

Horticulture or landscape technical manager

UOS reference number

ST0924

Core and options

No

Option title/s

Level of occupation

Level 5

Route

Agriculture, environmental and animal care

Typical duration of apprenticeship

36 months

Target date for approval

28/2/2020

Resubmission

No

Would your proposed apprenticeship standard replace an existing framework?

No

Does professional recognition exist for the occupation?

No

Occupation summary

This occupation is found in horticulture grounds maintenance, landscaping, parks, greenspaces and gardens (historic, botanic, destination and estate). They might be working for a charity, a consultancy, governmental organisation, private estate/client or commercial contractor. The broad purpose of the occupation is to develop and manage parks, gardens, greenspaces and grounds (e.g. business parks, schools, retail sites etc.). This includes planning the site, engaging with clients, customers and visitors, financial management and income generation.

This occupation gathers information about a horticultural site including the history, environmental factors such as soils, habitats, designations, usage, design condition and infrastructure. They plan the future development and maintenance of the site through a management plan design, which will include ensuring the original use (e.g. stately home, castle) is mapped against future use and plans (e.g. tourist attraction). Analysis of environmental conditions of the site to include soil, water and existing vegetation. They are responsible for the implementation of those plans through direct staff and/or contractors. Progress is monitored, evaluated and responded to. They have budgetary responsibility and will need to secure funding for works which might be through commercial activities, charitable fund raising or by securing budget from their line management. In their daily work, an employee in this occupation interacts with landowners, statutory bodies, local authorities, local & national interest groups, ecologists, arboriculturists, other professional experts, contractors, suppliers, colleagues, volunteers and the public.

An employee in this occupation will be responsible for:

- Autonomous decision making relating to horticultural sites
- Budget management including financial sustainability
- Health and safety of staff and public plus competence of workforce
- Awarding and managing contracts and contractors
- Procurement and sales
- Gathering, analysing, interpreting, implementing and communicating information
- Regulatory compliance
- Compliance with legislative requirements for all machinery and equipment used on site and minimising their environmental impact.

Typical job titles

horticulture consultant

greenspace manager

head gardener

garden manager

horticultural site manager

horticultural project manager

technical manager

garden and outdoor manager and technical support manager

Are there any statutory/regulatory or other typical entry requirements?

No

Occupation duties

Duty	KSBs
Duty 1 Manage the research and collection of data on horticultural sites and evaluate the results including history and environment of sites, plant health, plant collection records, invasive species, biodiversity, plant identification, soils, water, habitats, usage, features, heritage and trees. Using databases and Geographic Information Systems (GIS).	K1 K2 K3 K4 K5 K6 K7 S1 S2 S3 S4 S5 B1
Duty 2 Responsibility for developing garden / green space management plans / contracts incorporating wider landscape context, legal frameworks and site factors. Content should include design, both original and future development of sites, health and safety, condition, features, soils, habitats, designations, heritage, water, transportation routes, ecology, planning policy, sustainability and resources.	K1 K2 K3 K4 K5 K6 K7 K8 K9 K10 K11 S3 S4 S5 S6 S22 B1 B2 B4 B5
Duty 3 Interpret and deliver garden / green space management plans / contracts. Ensure delivery is of suitable quality and meets objectives.	K1 K2 K3 K5 K6 K8 K9 K10 K11 K12 K13 K24 S5 S7 S8 B1 B2 B4 B5
Duty 4 Manage heritage horticultural sites maintaining and enhancing the historic context through sympathetic design, infrastructure, plantings and signage.	K6 K10 K11 K14 K15 S9 B1 B2 B4 B5
Duty 5 Create designs and design briefs to develop areas of the site.	K16 K17 S10 S11 B2 B4 B5
Duty 6 Manage contractors and staff undertaking practical horticultural works including cultivation of landscape areas, landscape construction, care of infrastructure, and providing specialist expertise. Responsibility and accountability for quality, health and safety and delivery to plan and budget.	K3 K4 K8 K9 K11 K12 K13 K17 K24 S3 S7 S8 S12 S17 S19 B1 B3 B4

Duty 7 Management and accountability of the environmental impact of horticultural sites including measurement of energy usage and advising on improved environmental standards to work towards a zero carbon economy.	K3 K18 K19 S12 S13 S14 S15 B1 B2 B4
Duty 8 Manage plant health and suitability to site.	K1 K2 K3 K5 K17 K18 K19 K27 S4 S14 S15 S16 B2
Duty 9 Assess risks of plant pests and diseases on horticultural sites and mitigation e.g. quarantine, provenance of nursery stock etc.	K1 K2 K3 K5 K17 K20 S4 S16
Duty 10 Provide technical horticultural consultancy and advice on plants, designed horticultural spaces and landscapes including plant health, pests and disease prevention and response, the law, planning, impact on built environment, risk and the role of green / horticultural spaces for the public, clients and colleagues.	K1 K2 K3 K4 K5 K6 K7 K8 K9 K10 K11 K12 K13 K14 K15 K16 K17 K19 K21 S1 S2 S3 S4 S5 S6 S7 S8 S9 S10 S12 S13 S14 S15 S16 S17 B1 B2 B3 B4
Duty 11 Seek appropriate specialist technical input e.g. ecologists, landscape architects, arboriculturists and review quality and relevance of contributions made by specialists.	K17 S3 B1 B2 B4
Duty 12 Manage interaction between people and horticultural sites. Engage people with horticulture by interpreting horticultural settings using static and dynamic methods.	K6 K8 K9 K15 K21 K25 S17 S18 B1 B5
Duty 13 Promote the organisation, products, services or activities and the benefits of green spaces, parks, gardens, trees, woodlands and forests including community engagement, visitor experience, education, event management ensuring correct health and safety directives are followed.	K8 K17 K21 K22 S17 S19 S23 B1 B2 B4 B5
Duty 14 Management and accountability for directly employed and indirect contract workers including workforce planning, quality, health and safety, skills, motivation, recruitment, retention and training.	K7 K21 K23 K26 S1 S6 S17 S18 B1 B3 B4 B5
Duty 15 Manage volunteer workforce with responsibility for inclusion, culture, health and well being.	K6 K7 K12 K17 K23 K24 S17 S18 S20 S21 B1 B4 B5

Duty 16 Manage relationships and influence customers, stakeholders, landowners, internal and external colleagues including negotiations and networking.	B1 B2 B3 B4 B5
Duty 17 Generate income including developing business cases, identifying audience and managing targets.	B1 B2 B4 B5
Duty 18 Responsibility for budgeting, setting priorities, forecasting, driving efficiencies, procurement, financial and technical reporting and sourcing funding where applicable. Manage systems and processes and use information generated to manage organisational performance and drive improvements.	B1 B2 B5

Knowledge, Skills and Behaviours

Knowledge

K1: Classification of plants using scientific, binomial, cultivars and common names as per the International Code of Plant Nomenclature.

K2: Plants commonly used in the UK and their requirements.

K3: Implications of environmental site factors for managing sites e.g. soils, hydrology, ecology, waste management, biodiversity, pollution.

K4: Purpose, value and limitations of research and recording tools for horticultural sites e.g. GIS and Databases.

K5: Types of Biosecurity threat e.g. pests and diseases, invasive species. Legislative requirements, prevention and response (e.g. quarantine, site hygiene, sourcing, recording and reporting).

K6: Legislative requirements and best practice guidance in relation to horticultural sites e.g. conservation, planning, designations, finance.

K7: Report writing and presentation techniques.

K8: Health and safety legislation and the implications for public and staff on horticultural sites including risk assessments.

K9: Functional factors that impact on horticultural sites e.g. infrastructure, services, users, conditions.

K10: Historical site factors, their relevance and implications for management e.g. heritage, archaeology, previous use.

K11: Factors determining garden / landscape management strategies.

K12: Quality standards for horticultural sites; implementation of industry standards and setting / application of organisational standards on site.

K13: Operational methods to carry out horticultural / landscape works e.g. soil cultivation, propagation, lawn and tree care.

K14: Social and cultural relevance of garden/landscape design through history.

K15: Techniques for site interpretation e.g. signage, mobile phone apps, tours.

K16: Design techniques and tools available for garden features, for example a simple plan sketch, CAD.

K17: Services provided by contractors e.g. surveys, construction specifications, planting plans.

K18: Principles of sustainable supply chains e.g. FSC timber supplies.

K19: Implications of climate change for horticultural sites: how to adapt and mitigate against flood risk, extreme temperatures, drought and disease, using sustainable drainage, water storage, design and plant selection.

K20: Biosecurity controls e.g. provenance of plant material, Plant Passports, quarantine, control of harmful / notifiable organisms.

K21: Techniques and suitability to different situations of communication methods e.g. verbal, published, social media, broadcast media, events.

K22: Personnel management e.g. legislation, recruitment, induction, training and retention.

K23: Benefits and purpose of systems and processes within the organisation.

K24: Techniques for financial reporting and budgeting.

K25: Benefits of horticultural sites e.g. health and wellbeing, ecosystem services.

K26: How to create a business case to aid decision making and financial planning of future projects.

K27: Principles of Integrated Pest Management (IPM) and techniques for managing pests to include cultural, chemical, thermal, biological and species selection.

Skills

S1: Plan and carry out a site survey.

S2: Gather data about a site, both in the field and through desk based research e.g. history, site surveys.

S3: Analyse and interpret survey / information, report and present recommendations.

S4: Identify biosecurity threats and implement control or prevention measures.

S5: Determine plants on a site including their suitability and cultural requirements. Present plant names as per the International Code of Plant Nomenclature.

S6: Develop a Management Plan to enhance and maintain a horticultural site, including health and safety, risk assessment, prioritising, feasibility and resourcing.

S7: Interpret and implement work plans and manage resources to the plan (e.g. monitoring and quality assurance).

S8: Develop a detailed work specification / programme of works, incorporating input from internal or external colleagues.

S9: Implement sympathetic design in relation to historic landscape context and features.

S10: Create design briefs.

S11: Communicate design ideas to develop areas on site.

S12: Carry out an environmental impact assessment.

S13: Manage waste and implement a waste management plan e.g. application of the waste hierarchy, segregation, composting.

S14: Manage water usage and hydrology for horticultural sites e.g. drainage, mulching, irrigation.

S15: Manage soil health e.g. avoiding compaction, fertility, structure, micro biology.

S16: Manage plant health e.g. develop sustainable control methods and Integrated Pest Management (IPM).

S17: Select communication method and communicate using a range of methods to technical and non technical audiences.

S18: Promote business, garden, open space, products or services.

S19: Train and mentor staff, contractors and volunteers.

S20: Develop a business case to aid decision making and financial planning of future projects.

S21: Prepare, review and analyse budgets / forecast and other profit and loss reporting.

S22: Develop an invasive species management plan.

S23: Manage staff and human resources.

Behaviours

B1: Act with professionalism – take into account the interests of your clients or others to whom you have a professional responsibility and respect their confidentiality. Always consider the wider and future interests of society when making your judgments. Set an example, be fair,

consistent and impartial, operating within organisational values.

B2: Provide a high standard of service - be open and transparent in your dealings with your client making things as plain and intelligible as possible. Be responsive, reliable and give assurances to your client.

B3: Treat others with respect – be approachable, empathetic, authentic and build trust with others. Treat everyone fairly with courtesy and politeness, seeking the views of others and valuing diversity. Be aware of training and continuous professional development amongst teams.

B4: Take responsibility – drive to achieve in all aspects of work, including when managing difficult situations by demonstrating resilience and accountability. Do not blame others if things go wrong.

B5: Be adaptable – flexible to the needs of the organisation. Be creative, innovative and enterprising when seeking solutions to business needs. Respond positively to feedback and the need for change. Open to new ways of working and encouraging others to be also.

Qualifications

English & Maths

Apprentices without level 2 English and maths will need to achieve this level prior to taking the End-Point Assessment. For those with an education, health and care plan or a legacy statement, the apprenticeship's English and maths minimum requirement is Entry Level 3. A British Sign Language (BSL) qualification is an alternative to the English qualification for those whose primary language is BSL.

Does the apprenticeship need to include any mandated qualifications in addition to the above-mentioned English and maths qualifications?

No