

# Post Specification

## Post Specification - Key Information

- **Post Title: Play Area Lead**
- **Date: March 2025**
- **Post Group Number: 8525**
- **Job Family: Organisational Support**
- **Job Family Role Profile: OS15**
- **Final Grade: 15**

To be read in conjunction with the job family role profile.

## Service Area Description

The Outdoor & Leisure team deliver a wide range of services which includes delivering a vibrant and diverse playgrounds offer which encompasses Play areas, Multi Use Games areas, Skateparks, pump tracks, outdoor fitness equipment and we look to maximise the benefits to health and wellbeing through enabling active lifestyles driven by community needs. This role will be a key part of this and will lead on redevelopment, new installations, and compliance of all playgrounds in Westmorland and Furness

## Purpose of this Post

The successful candidate will have responsibility for the day to day delivery of a safe, up to date play provision which is compliant to the current British standard. This role will lead on all playground development including the procurement and planning processes and oversee installations to completion, providing regular updates on progress throughout the projects, including working with the Comms team to provide press updates and member briefing notes. The post holder will work closely with communities to support on funding bids and look to improve the Council offer through investment.

The post holder will oversee the work of a small team of Locality officers and Play Area Inspectors to ensure a high standard of compliance and continuity to service and will ensure staff are engaged and work with the whole organisation, encouraging a 'one team' work culture. This will include promoting equal opportunities with our communities and our staff through personal example, open commitment and clear action.

This exciting role will shape the way Westmorland and Furness Council deliver its play provision to ensure we are meeting the needs and to support thriving communities.

## Key Job Specific Accountabilities

- To lead on all aspects of playground installations including improvement and redevelopment and to project manage appropriately in line with organisational objectives
- Communicate regular project updates working closely with the comms team and internal colleagues.
- Develop and align current operating procedures for inspection and maintenance.
- To create a suite of robust health & safety compliance statements (RA's, SMOP's) for all playgrounds
- Actively seek funding opportunities to improve play provision across Westmorland and Furness
- Seek commercial opportunities which could be realised through a wider playground inspection offer
- Support external stakeholders to access funding and advise on best practice.
- To manage the implementation and subsequent annual reviews of the Playground Strategy

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- To work with internal and external stakeholders with the intention that playgrounds are meeting national benchmarking standards such as PiPA.
- Management of contracts with regards to Playground Inspection Software
- Co-ordinate and manage external annual inspections and schedule a programme of works in priority risk following the inspection.
- To lead on all technical decision making in response to emerging issues, in line with WAF Policies & Procedures for Health & Safety, Communication and Insurance.
- Actively liaise with different communities across WAF ensuring engagement remains consistent, transparent and collaborative
- Direct management of the in-house playground inspection team and locality team which undertake scheduled works and reactive repairs.
- Ensure playgrounds remain compliant to current standard and new installations are within this criteria.

*Please note: Annual targets will be discussed during the appraisal process.*

### **Key Facts and Figures of the Post**

- **Budget Responsibilities:** Responsible for managing service budgets
- **Staff Management Responsibilities:** Direct line management of up to 2 posts (Play Area Inspectors)
- **Other:** None

### **Essential Criteria**

- **Qualifications:**
  - Relevant professional qualification/accreditation or demonstratable equivalent experience
  - Full driving licence and access to a vehicle
- **Knowledge:**
  - Considerable knowledge of a range of different service areas, including statutory responsibilities and the regulatory framework
  - To have extensive technical and theoretical knowledge of Playground Inspections
  - Extensive knowledge of relevant local authority and wider public sector strategies and initiatives
  - Knowledge and understanding of service standards and performance criteria
- **Experience:**
  - Considerable experience of delivering change in a large, complex organisation.
  - Substantial period of relevant working within the service area
  - A successful track record in developing effective working alliances together with a proven ability to network.
  - Experience developing external partnerships, with other organisations and stakeholders, to deliver key strategies and programmes.
  - Experience of customer engagement and advocacy in continually improving services Westmorland and Furness Council
  - Experience of working in a dynamic and complex environment, handling multiple projects, developments, and other business as usual tasks.
- **Expertise:**
  - Working within an effective project approach and the effective use of change management principles and practices.
  - Strong IT skills including use of GIS mapping, co-ordinating corporate website updates as well as analysing inspection reports.
  - Highly developed communication, challenge and negotiating skills with the ability to engage with a wide range of audiences. Clear commitment to excellent customer service.

- Well-developed analytical and problem-solving skills, including the ability to coach others in these, as well as negotiation and persuasion.

### Disclosure and Barring Service (DBS) Checks

- This post requires require a DBS check.
- The level of check required is:
  - DBS Basic

### Job Working Circumstances

- **Emotional Demands:** Ability to work under pressure
- **Physical Demands:** Minimal
- **Working Conditions:** Need to work across different sites in Westmorland and Furness

### Other Factors:

- Ability to travel across Cumbria