



## Job Description

This job description has been designed to indicate the general nature and level of work required of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list, and the line manager may vary duties from time to time which do not change the general character of the job, or the level of responsibility entailed.

Post Details	
Job Title	Tree Inspection Specialist
Service	Place & Growth – Environmental Services
Team	Operational Tree Management
Location	Shute End/ Hybrid
Reports to	Team Leader – Operational Tree Management
Worker Style	Hybrid
Responsible for	N/A
Grade	6
Contract Type	Permanent

Main Accountabilities	
1.	Undertake reactive and proactive tree inspection site visits as required to ensure the Council remains compliant with the inspection programme
2.	Support the Council to fulfil its legal obligations as a tree owner by addressing safety and major nuisance tree issues, addressing urgent issues with dangerous trees on a priority basis.
3.	Inform residents, Members and colleagues of our legal obligations relating to trees and respond to enquiries timely and efficiently, managing expectations appropriately.
4.	Support the Council in maintaining up to date records of tree assets through the digital asset management system
5.	Operate with a 'can-do' attitude, supporting colleagues across the organisation in relation to arboriculture responsibilities and duties
6.	Maintain up to date knowledge of arboriculture best practice.





Person Specification	Essential	Desirable
<b>Education/Qualifications</b>	<p>Minimum Lantra Basic Tree Inspection (BTI).</p> <p>Lvl 2 ABC Certificate in Arboriculture</p>	Lantra Professional Tree Inspection (PTI). Level 4 Certificate in Arboriculture or equivalent
<b>Experience</b>	<p>Proven track record or working in tree maintenance, inspections and surveys.</p>	<p>Local Authority experience in Tree Management</p> <p>Enforcement experience with Local Government</p> <p>Training and experience in use of mapping software such as ArcGIS or similar</p>
<b>Skills/Knowledge</b>	<p>Knowledge of BS3998: 2010 – Tree work: recommendations.</p> <p>Comprehensive knowledge of the law as it relates to trees, tree protection and the asset owners legal duty of care</p> <p>Sound knowledge of tree biology, defects, decay and biomechanics</p> <p>Understanding of tree risk management principles</p> <p>Ability to assess risk and make proportionate, defensible decisions</p> <p>Prioritise works based on risk to public safety, highways, buildings and infrastructure</p>	<p>Tree Asset Management Systems</p> <p>Familiarity with highways tree management and reactive safety work</p> <p>Highways Act 1980 S154.</p> <p>BS5837: 2012 Trees in relation to design, demolition and construction.</p> <p>Knowledge of High Hedges Legislation (Part 8 Anti-social Behaviour Act 2003</p> <p>Veteran Tree management</p>

Purpose Details	
<b>Service Purpose</b>	The Council has a dedicated Operational Tree Management Team that carries out inspections and arranges required maintenance on Council-owned trees. The Council recognises the positive impact trees have on the environment and the lives of people who live in and visit the borough. Trees provide multiple benefits, which include improvements in human health and well-being, biodiversity and carbon capture. The Council has an adopted Tree Strategy to help provide improved guidance for the management and maintenance of trees across the Borough.
<b>Role Purpose</b>	To proactively and reactively inspect and record trees on land managed by Wokingham Borough Council, identifying defects, hazards, risks to people, property and infrastructure and identifying appropriate remedial works. The postholder ensures that the tree risks are assessed, prioritised and managed proportionately, in line with statutory duties, council policies and recognised arboricultural best practice.
<b>Corporate Parenting</b>	You will champion the principles of corporate parenting by embedding its ethos in all aspects of service delivery, ensuring decisions and actions consistently reflect the responsibility to act as a corporate parent to children in care and care leavers, and actively contribute to shaping and implementing the wider corporate parenting strategy.





Supervision and Relationships	
Supervision Received	General guidance from Line Manager on Council processes, policy, strategic direction, escalation of complaints.
Supervision Given	N/A
Contacts	Members, Internal Officers, Town and Parish Councils, Volunteer and community Groups, Contractors, Schools

Resources/Budget Management
NA

Special Requirements
<p>Ability to travel to a variety of locations in borough to carry out tree inspections</p> <p>Full UK driving license</p> <p>Ability to work outdoors in all weather conditions</p> <p>Willingness to undertake further training and professional development (Essential)</p>

Occupational Health Risk Assessment	Details
Skin/Respiratory Sensitisers	N
Working at Height	N
Exposure to Noise (>80-85dB)	N
Confined Spaces	N
Frequent Display Screen Equipment Use	Y
Driving for Work	Y
Hand Arm Vibration	N
Lone Working	Y
Healthcare/Social Contact with Patients	N
Blood Borne Viruses Exposure	N
Food Handling	N
Working with Animals	N
Specialised Medical Screening	N
Night Working	N
Safety Critical Work	Y





Nature of the Role		Details
Healthcare or Hospital Work	N	
Working with Children (under 18)	N	
Working with Elderly/Vulnerable Adults	N	
Work Environment Details	Hybrid/ Office based and need to be outside in all weather conditions.	

Role Involvement		Details
Working with Children	N	
Working with Vulnerable Adults	N	
Both of the Above	N	
Providing Care/Supervision for Children	N	
Providing Care/Supervision for Vulnerable Adults	N	
Both of the Above	N	
None of the Above	Y	

Disclosure and Barring Service (DBS)		Details
DBS Requirement	N/A	
Eligibility Tool	Find out which DBS check is right for your employee - GOV.UK ( <a href="#">Find out which DBS check is right for your employee - GOV.UK</a> )	

Re-checks
N/A

Evaluation Declaration	
Date of Evaluation:	18/06/2026
Evaluated by:	HR Team

