

Bromley Management Contract

Parks, Greenspace and Countryside Action Plan

To be read in conjunction with the Strategic Plan – (published February 2016)

Version:	Master document, last updated August 2017
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Key:	
Quarter 4.17	January, February, March 2017
Quarter 1.17	April, May, June 2017
Quarter 2.17	July, August, September 2017
Quarter 3.17	October, November, December 2017
Quarter 4.18	January, February, March 2018

Rag Status	Achieved
Rag Status	In progress
Rag Status	Not Achieved/not commenced



PARKS					
Ref:	Project	Outcome	Next Milestone	% Complete	Target quarter to be completed
P1	Overarching document setting out idverde's plan for the Borough – available to all stakeholders, residents and users	Overarching document setting out idverde's plan for the Borough – available to all stakeholders, residents and users	Publication of document and issue at Stakeholder Panel February 2016	100	Q4.16
P2	Document setting out idverde's detailed plan for the Borough – available to all stakeholders, residents and users	Document setting out idverde's detailed plan for the Borough – available to all stakeholders, residents and users	Publish and launch the Action Plan at the Stakeholder Panel during February 2016	100	Q4.16
P4	Each area has full staffing compliment	Each area has full staffing compliment	Advertise, Interview and appoint suitably qualified staff	100	Q4.16
P5	Communities and stakeholders better informed of the idverde Bromley Management Contract, processes and key people including Community Managers, Supervisors and Team Leaders	Communities and stakeholders better informed of the idverde Bromley Management Contract, processes and key people including Community Managers, Supervisors and Team Leaders	Meet every Friends Group, Countryside stakeholders, Biodiversity Partnership Members, The Friends Forum and other key parks and greenspace interest groups	100	Q4.16
P6	Create Ward based teams to take local ownership of areas and provide tailored services	Create Ward based teams to take local ownership of areas and provide tailored services	Teams assigned and operational Pilot – Tugmutton Recreation Ground and Chislehurst Recreation Ground	100	Q4.16
P7	Reduce administration and bureaucracy – whilst increasing efficiency	Reduce administration and bureaucracy – whilst increasing efficiency	School(s) account setup on Summit and issued 1st invoice Completed	100	Q4.16
P8	Work with Strategic Property at LB Bromley to implement temporary licences	Work with Strategic Property at LB Bromley to implement temporary licences	Thames Water in Priory Gardens - established and agreed working areas and depot accommodation – in conjunction with LB Bromley's Strategic Property team	100	Q4.16
P9	Improved appearance of Crystal Palace Park -delivering stakeholder requested / desired greenspace projects	Improved appearance of Crystal Palace Park -delivering stakeholder requested / desired greenspace projects	Scheme in place and work programme agreed with General Manager	100	Q4.16
P10	Improved appearance of Priory Gardens -delivering stakeholder requested / desired greenspace projects	Improved appearance of Priory Gardens -delivering stakeholder requested / desired greenspace projects	Scheme in place and work programme agreed with General Manager	100	Q4.16
P11	Work with new waste contractor partners to provide volunteers to enhance Whitehall Rec	Improved infrastructure and overall quality of the site for stakeholders and users	First cohort on site and delivering to agreed targets between the parties. Now developed into a wider volunteer recruitment strategy - to reflect on next edition.	100	Q2.16

P12	Work with new partners in a Corporate Social Responsibility programme	Expose corporate partners to practical volunteering and enhancing parks for wider community benefit	First cohort on site and delivering to agreed targets between the parties (Extend to East and West in future quartiles)	100	Q1.16
P13	Improve Visitor experience	Creation of bespoke Bromley Management contract website with enhanced user facilities and payment mechanisms	Bespoke stand-alone web agreed with LB Bromley and provided as linked site. Site launched	100	Q1.16
P14	Improve social inter-activity	Creation of bespoke Bromley Management Twitter account	Introduce Twitter account and protocol for use	100	Q1.16
P15	Green Flag Criteria	Internal evaluation of selected parks, greenspace and countryside sites to ensure quality standards are achieved and maintained	Sites for evaluation identified and Q1 initial assessment undertaken – six sites in Eastern Tranche completed	100	Q2.16
P16	Tender additional works for school(s)	Increase income from schools on contract	Quotes sent to agreed schools in each geographic tranche	100	Q1.16
P17	Author annual action plans and pilot revised Planned Programme of Works for selected Friends sites	To ensure stakeholders have knowledge of proposed activities within their site and the ability to steer priorities as appropriate	Meet representatives of group(s) and develop plan(s) Complete 25% per quarter	100	Q1.16
P18	Provide Friends at Chislehurst Recreation Ground with a storage facility	Provide safe storage for friends' tools and some shelter from weather	Install shipping container in Walden Recreation Ground	100	Q1.16
P19	Capacity building for Friends Forum and associated Friends Groups (£10k)	Increased knowledge, resilience and ability	Application submission by the group following development with idverde. Abandoned by the Friends Forum – who will now pursue another grant; further advice given on potential sources of income.	100	Q2.16
P20	Interpretation boards in wildlife area, publicity materials to promote the Friends Group and equipment to facilitate future events at Crystal Palace (£10k)	Increased understanding and creation of a quality environment	Application submission by the group following development with idverde. Group do not wish to pursue application, involved with other priorities for the site.	100	Q4.17
P21	Biodiversity, sight-lines and Infrastructure improvement around the lake at Hollydale Open Space including pathway and fencing enhancement (£50k)	Safer and enhanced quality environment	Portfolio Holder endorsement secured, have met with Group to develop project further, refine specification and outline fundraising strategy.	25	Q3.17
P22	Seek options to improve access within Chislehurst Recreation Ground	Assist Scouts to improve light to hut in Winter	Provide draft options paper to discuss with stakeholders including costs and timescales. Local group deemed options too expensive and will re-direct focus to other activities.	100	Q2.16
P23	Support the Bromley Pageant of Motoring at Norman Park	A significant and large event - showcasing the Borough	Event successfully delivered	100	Q1.16
P24	Review dumping / fly-tipping enforcement	Reduced fly tipping and enhanced pride of place	Work with Friends to identify enforcement improvements. In partnership with LB Bromley's Street Enforcement team - deliver warning letters to local residents as appropriate	100	Q1.16
P25	Support the Friends Forum Conference	Forum members, Councillors, LB Bromley Officers and idverde Managers collaboratively support and learn from last 12 months volunteer activity	Undertake administration, provide refreshments and offer workshop support	100	Q1.16
P26	Provide a 'Crowdfunding' seminar	Development of Crowdfunding seminar to assist volunteers and staff raise external financing	Seminar provided and notes distributed to attendees	100	Q1.16
P26/A	Support Chislehurst Rocks music event	Cultural satisfaction of local community, promotion of LB Bromley and idverde.	Event undertaken - 18th June 2016 with idverde 'stand' and survey presence	100	Q1.16
P26/B	Create 'Access Licences' for adjoining owners to access their property - i.e. for skips, gardening or architectural work	Creation of bespoke legal document to protect the environment, and health and safety of park users and applicants.	Access licences issued and operational	100	Q1.16
P27	Create a 'Digital Platform' for event hire	Quicker, easier and more relevant administration of events for hirers	'Digital Platform' available on proposed idverde bespoke Bromley Management website - programmed for Q4 - EventApp scheduled to go live 12/5 - Moved to Q1 17/18	100	Q1.17

P28	Aesthetic and biodiversity improvements at Glassmill Pond working with volunteers (£10k)	Increased understanding and creation of a quality environment	10k project was developed and the application was due to be imminently submitted by the group. Meeting held with Thames 21 to discuss potential options; joint grant application submitted alongside other Local Authorities for variety of river improvements. Group do not wish to pursue smaller 10k application, but there is potential for larger restoration works should funding become available at a later stage.	100	Q1.17
P29	Host three food festivals at Crystal Palace Park	Introduction of a new event for LB Bromley with increased cultural offer	Deliver a successful event – undertake evaluation - One event deliver due to event organiser capacity. Further food festivals considered for 2017 events portfolio.	100	Q2.16
P30	Undertake a safety survey of hard surfaces throughout all parks (i.e. footpaths, fences, gates, structural walls etc.)	To minimise personal risk to visitors and comply with H&S and Insurance requirements	Survey undertaken, report produced and action plan of priorities agreed with LB Bromley	100	Q4.17
P31	Provide work experience opportunities for Capel Manor students	Added value – increased community engagement	Students working safely with idverde on agreed projects. Capel Manor not interested in pursuing.	100	Q2.16
P32	Erect height barriers at main car park within Crystal Palace Park	Reduce illegal incursion and associated fly tipping/anti-social activities	Works tendered, constructed and commissioned	100	Q2.16
P33	Install post & rail fencing around the perimeter of Mottingham Recreation Ground/King George V Field, subject to additional funding from LB Bromley	Reduce illegal incursion and associated fly tipping/anti-social activities	Work tendered and awarded within Q1. Fabrication and erection during Q1/Q2.	100	Q2.16
P34	Develop a proactive events and activities programme for 2017	Better programmed, diverse and defined events	Plan agreed and launched	100	Q3.16
P35	Deliver a fundraising training course for internal and external users	Staff/Volunteers able to undertake basic grant applications and other fundraising mechanisms	Community Managers are being individually trained on a project basis plus have attended formal training session.	100	Q4.17
P36	Dredging of silt-lake at Kelsey Park	Friends of Kelsey Park, through fundraising are able to future commission the dredging of this asset	Fundraising Plan agreed and led by the Friends of Kelsey Park. Grant restrictions, now client led, in process of engaging with consultancy. Moved to Q4.17, awaiting EA agreement - Water testing to be arranged then subcontractors to price - water testing to take place. Moved to Q3.17 due to contractor availability.	10	Q3.17
P37	Provide Firework Night displays in parks to the public	Safe displays provided for visitors	Event delivered and evaluated	100	Q3.16
P38	Support the Friends Forum AGM	Forum members, Councillors, LB Bromley Officers and idverde Managers collaboratively support and learn from last 12 months volunteer activity	Attend the AGM – showcase idverde and partnership working	100	Q3.16
P39	Tender Ice Cream and related concessions	Increased and enhanced refreshment offer	Tenders returned for operation in 2017	100	Q3.16
P40	Local Implementation Plan (LIP) funding- Various Schemes including pathway and access improvements for walking and cycling (Various locations) 2016/17	Safer and enhanced quality environment	Schemes to be approved at Environment PDS. Quarterly meetings with LBB Highways and Transportation	100	Q4.17
P40a	Local Implementation Plan (LIP) funding- Various Schemes including pathway and access improvements for walking and cycling (Various locations) 2017/18	Safer and enhanced quality environment	Schemes to be approved at Environment PDS. Quarterly meetings with LBB Highways and Transportation	25	Q4.18
P41	Bi-weekly gardening club in Penge recreation Ground (£10k)	Increased understanding and creation of a quality environment	Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy - meetings have taken place with the group and there are discussions to extend the potential club to become Penge wide - moved to Q3 17/18	25	Q3.17
P42	Support the quarterly Friends Forum Partnership meetings	Friends Forum and idverde senior managers collaboratively work towards agreed goals	Facilitate, attend and Minute meetings – undertake agreed actions	100	Q4.17

P43	Water Body Improvements at Mottingham Woods (60k)	Improved, safer & quality environment	Subject to confirmation with Friends Group and Funder discussions. Big Local Funding now distributed, Friends decided not to pursue this source of funds for this project.	100	Q4.17
P44	Refurbishment of water play facilities at Croydon Road Recreation ground (Costings to be confirmed)	Safer and enhanced quality environment with increased toddler and young persons offer	The priority for the group at present is the refurbishment of the bandstand. Once this is complete, the group will move onto this project. The group have promoted the water play area as part of their existing fundraising activities and have already secured some initial funds.	0	2018
P45	Design, implement and launch Bromley Parks Management website.	Increase awareness, participation, and knowledge of users of the service.	Soft launch completed July 2016 at Friends Conference	100	Q2.16
P46	Design and publish Volunteer Health, Safety and Environment Handbook	Promotion of and protection for Friends, Volunteers, and Stakeholders to ensure safe working whilst on LB Bromley landholding.	Handbook launched at Friends Conference July 2016	100	Q2.16
P47	Rebuilding of Betts Park Canal structure	Safe retaining wall for users and adjoining residents	Client delivered, contract monitoring in place	100	Q3.16
P48	Trial of free-standing dog waste bag dispensers	Enhanced provision of free dog waste bags to owners resulting in improved park environment	Installation of units at pilot sites - Kelsey Park, Chislehurst Recreation Ground, and High Elms Country Park	90	Q4.17
P49	Roll-out of free standing dog waste bag dispensers	Enhanced provision of free dog waste bags to owners resulting in improved park environment	Installation of units at sites (tbc) where stakeholders participate, following approval by Portfolio Holder - Approval received from portfolio holder - awaiting confirmation from supplier regarding availability of dispensers - moved to Q1. 17/18	50	Q3.17
P50	Seek Green Flag accreditation for Chislehurst Recreation Ground (Corporate activity)	Support stakeholder aspiration	Application completed by January 2017. Management Plan submitted by February 2017 and on-site assessment in Q2	100	Q2.17
P51	Seek Green Flag accreditation for Keston Common (Corporate activity)	Support stakeholder aspiration	Application completed by January 2017. Management Plan submitted by February 2017 and on-site assessment in Q2	100	Q2.17
P52	Seek Green Flag accreditation for South Hill Wood (Corporate activity)	Support stakeholder aspiration	Application completed by January 2017. Management Plan submitted by February 2017 and on-site assessment in Q2 - Judging date May 17 - moved to Q1 17/18	100	Q1.17
P53	Review and assess new fundraising projects from community groups	New projects to create a quality environment	Projects assessed by SMT and London Borough of Bromley and given Portfolio Holder endorsement	100	Q1.17
P54	Martins Hill HLS management	Manage site sympathetic to plan (higher level stewardship), produce management plan	Review site progress with Friends	100	Q4.17
P55	Martins Hill site improvement	Remove scrub to protect and conserve Habitat (Broom)	Achieve maintainable standard	80	Q4.17
P56	Smoke Free playgrounds	Pilot smoke free zones (play area) in Chis Rec	Consult Bromley Public Health team	100	Q4.17
P57	Smoke Free playgrounds	Pilot smoke free zones (play area) in Chis Rec	Put signs up in Chislehurst Rec as test	100	Q3.16
P58	Smoke Free playgrounds	Pilot smoke free zones (play area) in Chis Rec	No Smoking signs put up in playground. Work with local school to create "please don't smoke" posters / voluntary smoking ban. Move to Q3.17 to allow further Friends liaison and gathering of data for the feasibility study.	50	Q3.17
P59	Community engagement project	New flower bed in Chislehurst Rec	Agree plan with sponsor and supervise installation	50	Q4.17
P60	Support park Friends groups	Havelock group empowerment	Assist securing TESCO grant	100	Q3.16

P61	Bromley Biodiversity Plan	Develop alternative hedgerow management scheme and implement	Agree change of habitat management with Panel and implement, agree change of habitat management with client, work with LBB customer relations platform, and publicise (Publications to commence)	90	Q1.17
P62	Support Friends groups	Enhance Civic Centre / Palace Gardens	Uncover and restore Civic Centre Pulham Rocks	70	Q3.17
P63	Site management Priory gardens	Enhance appearance and improve safety at entrance to Priory Gardens	Cut and clear overgrown shrubs on highway verge at main entrance to park. Replant.	100	Q2.17
P64	Initiate fly tipping enforcement initiatives	Potential prosecution in partnership with Envirocriment	Reported fly tipping at Mottingham, Kingsmeadow and River Cray. Provide LBB with monthly fly tip statistics.	100	Q1.17
P65	Draw up new risk assessments and work programmes for Priory volunteers	Enhance the park, encourage more tasks	Recruit more volunteers		Q3.17
P66	Develop volunteer recruitment strategy	Secure future volunteers	Implement task force for development, review and publish	25	Q3.17
P67	Great North Wood	Help secure funding and deliver project at Crystal Palace Park	Secure £18,000 of grant monies as part of HLF grant submitted by LWT, including seeking necessary approvals	100	Q2.17

COUNTRYSIDE					
C1	Deliver the Bromley Biodiversity Plan	Defined work practices and site management techniques for the guidance of land owners, planners, stakeholders and staff	Launch document with Partnership	100	Q4.16
C2	Develop stronger links with Planners at LB Bromley	Ability to be included in planning decisions to greater protect greenspace	Hold inaugural meeting and set timetable for future minuted meetings	100	Q4.16
C3	Deliver projects under the Woodland Improvement Grant (WIG)	Provide biodiversity enhancement and improved access and interpretation to woodlands and forestry sites	Delivery of grant programme to 16 defined sites over the period 2015 to 2017 (Bradmanhill Wood, Covet Wood, Cheyne Woods, Crofton Heath, Darrick, Elmstead, Hayes Common, High Broom Wood, High Elms, Hoblingwell, Langley Park, Lillys Wood, Padmall Wood, Scadbury, Walden Wood and Well Wood	100	Q4.16
C4	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Transferring Crofton management Plan to Forest Commission template	80	Q4.17
C4A	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Transferring Darrick & Newstead Wood management plan to Forest Commission template	75	Q4.17
C4B	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Transferring Keston, Ravensbourne and Padmal Woods management plans to Forest Commission template	47	Q4.17
C4C	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Transferring High Elms management plan to Forest Commission template	75	Q4.17
C4D	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Transferring Jubilee management Plan to Forest Commission template	47	Q4.17
C4E	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Langley LNR Management Plan updated	95	Q4.17
C4F	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Scadbury Park Management Plans updated	47	Q4.17
C5	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Avalon Road	100	Q4.17
C5A	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Bradmans Hill Wood	100	Q4.17
C5B	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Chelsfield Green	75	Q4.17
C5C	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Covert Wood	75	Q4.17
C5D	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Crofton Woods	100	Q4.17
C5E	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Darrick Wood	100	Q4.17

C5F	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Downe Orchard	100	Q4.17
C5G	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Glentrammon Recreation Ground	75	Q4.17
C5H	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Goddington Park	75	Q4.17
C5J	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Hangrove	100	Q4.17
C5K	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Hayes Common	100	Q4.17
C5L	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at High Broom Wood	75	Q4.17
C5M	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at High Elms Country Park	100	Q4.17
C5N	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Hoblingwell Recreation Ground	75	Q4.17
C5P	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Jail Lane Orchard	100	Q4.17
C5Q	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Jubilee Country Park	100	Q4.17
C5R	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Keston Bog	100	Q4.17
C5S	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Langley Nature Reserve	75	Q4.17
C5T	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Lilly's Wood	75	Q4.17
C5U	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Martins Hill	75	Q4.17

C5V	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Musk Orchid Bank	100	Q4.17
C5W	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Norman Park	75	Q4.17
C5X	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Padmall Wood	100	Q4.17
C5Y	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Parkfield Recreation Ground	75	Q4.17
C5Z	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Poverest Park	75	Q4.17
C5AA	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Rushmore Hill	75	Q4.17
C5BB	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Scadbury Park	75	Q4.17
C5CC	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Strawberry Bank	100	Q4.17
C5DD	Deliver site management programmes as per Management Plans/Management Statements	Statutory requirement for Local Nature Reserves, Sites of Special Scientific Interest and Sites of Importance for Nature Conservation – to ensure correct management and protection	Practical works carried out at Walden Wood	75	Q4.17
C6	Partner Capel Manor College – Scadbury Park	Improved tree stock health and site habitat	Meet instructor(s) to create work plan. College disinterested -ceasing chainsaw training.	100	Q2.16
C7	Provide biodiversity training for Southern Grounds Maintenance staff	Grounds Maintenance staff in the south receive appropriate training and skills to manage specific habitats in their geographic area	Hold meeting and set up review and future update meetings	100	Q1.16
C8	Promote access routes and connectivity	Better enabled access to greenspace	Promote walks and sell guides at the BEECHE Info Centre. Work with the circular walks custodians to repair paths and waymarkers	100	Q1.16
C9	Darrick Wood bridleway closure	Bridleway closed off formally following requests from local residents and Bromley Bridleway Action Group	Formal Closure agreed with Ward Members and Stakeholders. Closure delayed by representation by Bromley Bridleway Action Group.	75	Q2.16
C10	Introduce new idverde Biodiversity Team to key Biodiversity Panel/Countryside Groups	Groups and idverde fully aware of the benefits and strengths each party brings to named sites	Meetings schedule created and specific meeting with Stakeholder Panel Membership established	100	Q1.16
C11	Launch Biodiversity and Countryside Panel - exact title to be agreed - (Replacement of former Countryside Consultative Panel)	Elected Members and Stakeholders involved and informed in relevant activities	Inaugural meeting held and Elected Member Chairman nominated	100	Q1.16
C12	Provide a specific Countryside Strategy (to include woodlands, commons , wetlands, lowland heath and mire, grasslands, hedgerows and ancient trees)	Improved understanding, day to day management and longer term goals and targets identified	Publish Strategy once draft circulated and agreed with stakeholders	100	Q2.16

C13	Revise and update the Scadbury Management Plan (See H4 too)	Form basis of work plan for coming 12 months and beyond for idverde, lease holders and volunteers	Management Plan concluded and provided to stakeholders for comments	100	Q3.16
C14	Pathway Improvements at Scadbury Park (Acorn Trail)	Improved visitor access and safety	Identification of suitable funding stream and remedial works undertaken to worst areas - part of wider Scadbury master plan. Design and build of board walk.	100	Q4.18
C15	Facilitate and re-design the Countryside Consultative Panel	Elected Members, Constituent Bodies and idverde overview strategic aims and disseminate best practice	Panel re-designed and supported.	100	Q4.17
C16	Deliver Higher Level Stewardship (HLS) grant funded scheme. Agreement 1 for High Elms, Musk Orchid Bank, Hangrove, Hayes & Keston	Maintenance standards sustained to ensure site accreditation	Grant received and works for 2016/17 completed	75	
C16A	Deliver Higher Level Stewardship (HLS) grant funded scheme. Agreement 2 for the following, or for areas within them: Martin's Hill, Langley Nature Reserve, Norman Park, Jubilee Country Park, Parkfield Rec, Hoblingwell Wood, Darrick & Newstead Woods, Avalon Road Meadow, Goddington Park, Poverest Rec., Downe Orchard, Glen trammon Rec., Chelsfield Green, Jail Lane Orchard, Rushmore Hill Woodlands (Fox Wood), Strawberry Bank (64 Management Units in total)	Maintenance standards sustained to ensure site accreditation	Grant received and works for 2016/17 completed, monitoring submitted	100	Q4.17
C17	Highway improvements to Westerham Road	Enhanced indigenous trees and improved habitats on Keston Common	Highway works in progress and non-indigenous trees removed. Further planting in Q4.17	75	Q4.17
C18	Strategic review of urban and rural forestry practices	Improved sustainability, community value, and biodiversity of woodland areas	Meeting with Forest Commission and Euroforest regarding pilot scheme for High Elms, Padmal Woods and Hayes common completed.	50	Q3.17
C19	Develop and deliver the Bromley Biodiversity Action Plan	Clear understanding of how we intend to achieve the objectives as per the Biodiversity Plan (C1).	Draft action plan reviewed. In progress of resource allocation to be agreed in Q4. Rescheduled to Q1 to facilitate design and delivery of Management Biodiversity Induction.	50	Q4.17
C20	Scadbury site improvement	Extend board walk (raised wooden platform)	Design, build and install	100	Q4.17
C21	Scadbury short term management proposal	Create short-term management plan for future whole site development/ management at Scadbury	Create short-term management plan for future whole site development/ management at Scadbury	100	Q1.17
C22	Scadbury site improvement	Install new bridge over stream in Scadbury	Bridge installed	100	Q1.17
C23	Scadbury site improvement	install new benches in Scadbury	Benches installed	75	Q3.17
C24	Develop partnership agreement with RSPB	Secoded resource to idverde / Bromley to assist in the delivery of nature conservation work and improving local wildlife and biodiversity	Partnership agreement developed and implemented.	100	Q1.17
C25	Countryside Stewardship grant for woodlands	Funding for writing of management plans and practical improvement works within selected woodlands	LBB and Portfolio Holder endorsement secured, need to now develop project further and outline fundraising strategy.	0	Q3.17

HERITAGE					
H1	idverde to assist ODAS with maintenance in the wider archaeological area licensed to ODAS at Scadbury	Area becomes easier to maintain overall, for both idverde and volunteers; historic features are protected for benefit of public, and can be appropriately displayed on Open Days.	Ongoing help with grass cutting and periodic removal of green waste	100	Q4.16
H2	idverde to progress conservation of the 'scheduled' standing remains at Scadbury Manor moated site	Scheduled standing remains are taken off HE 'At Risk' register; remains are conserved for future benefit of public.	Apply to HE for grant funding and commission a conservation survey of the brickwork. idverde address future conservation plans with stakeholders, in light of outcome of survey	100	Q1.16
H3	idverde to implement the HE/LBB Management Agreement for the moated site at Scadbury designated by HE as a scheduled monument	Moated site is easier to maintain for both idverde and volunteers; HE satisfied at regular inspections that monument is appropriately managed; monument can be appropriately displayed to public at Open Days.	idverde make arrangements, with HE input, for 'soft capping' of some walls; carrying out on-going maintenance of the site in line with the MA, with agreed input from ODAS; including some mowing/strimming/tree removal/weed removal from moat/provision of black plastic to protect brickwork. Work commenced but ongoing	100	Q4.17
H3/B	Scadbury Tesco Grant Application for interpretation	Improved signage and interpretation of heritage site for visitors	Award checked and submitted	100	Q1.16
H4	idverde to incorporate 'heritage management' into a revised Management Plan for Scadbury Park as a whole (See C13 too)	Stakeholders are clear on their respective responsibilities, work in the estate takes appropriate account of heritage issues; effective management of heritage features is achieved, thereby preserving them for the long-term benefit of the public.	idverde establish contact with HE to discuss responsibilities, funding etc. and liaise with ODAS on respective roles - incorporating heritage features into revised Management Plan for estate. Finalise arrangements with Shaw Trust. Further development within upcoming master plan.	100	Q4.17
H5	idverde to progress conservation of the standing remains within the wider archaeological area at Scadbury Manor licensed to ODAS	Remains are conserved for future benefit of the public.	idverde/ODAS identify sources of grant funding for a conservation survey, and apply for funding; if successful idverde to commission a survey. idverde to address future conservation plans with stakeholders. Historic England grant secured for condition survey; survey implemented; forthcoming meetings with stakeholders to discuss outcomes have commenced.	100	Q2.16
H6	Seek funding to re-build the 'Bowie Bandstand in Croydon Road Recreation Ground	Rescue of heritage asset and reintroduction of music and cultural offer	Sponsor a Brick web link launched on LB Bromley Web, further donations received. 'Crowdfunding' platform launched during Q2. Support for the organisation of the successful Bowie's Beckenham Oddity event. Promotion of the crowdfunding campaign. Approached small grants charities. Preparing second HLF application	100	Q2.16
H7	Repair WWI terrace wall which was originally part of the WWI VAD hospital at South Hill Woods & install associated interpretation panel. (£10k) - Project changed, see milestone	Conservation of heritage asset and increased interpretation	Portfolio Holder endorsement secured, met with Group in Q4.17 to develop project further and outline fundraising strategy. Property going to carry out sympathetic repairs to balustrade wall, grant funding therefore not required, however, group have additionally secured £2,000 Tesco's grant funding for fountain conservation survey.	25	Q3.17
H8	Restoration and conservation of key historic features (£100k) South Hill Wood	Conservation of heritage asset and increased interpretation	Scoping for larger project following on from successful delivery of small Heritage Lottery Fund £10,000 grant by the group.	0	2018

ENVIRONMENTAL AND OTHER EDUCATION					
E1	Trial an Eco Father Christmas event at the BEECHE	Increased range of events and activities, catering to broader profile and age groups of visitors	Deliver Christmas 2015 event and complete evaluation	100	Q4.16
E2	Re-organise the Information Centre at the BEECHE	A more pleasant, stimulating and interactive environment for visitors and pupils. Increased interest and repeat visits	Centre cleaned and new displays created including linkage with Local Studies at LB Bromley to enhance historic and archive information	100	Q4.16
E3	Provide a 'café hub' at the BEECHE during normal Christmas closure	Continued provision of refreshments and drinks by The BEECHE team to visitors over the Christmas period, when the Green Roof Café is otherwise closed	Devise, pilot and deliver an 'additional' BEECHE supplied refreshment service over closure period	100	Q4.16
E4	Actively promote the BEECHE	Increased visitor experiences, footfall and a greater number of school and educational visits.	Establish Twitter and Facebook accounts - contact former customers, provide coffee morning for Bromley educators, , advertise BEECHE youth Club, and provide McMillan coffee morning	100	Q4.16
E5	Provide a Business Plan for the BEECHE	Creation of a model to make the centre economically viable	Draft plan completed	100	Q1.16
E6	Provide career talks to students of Capel Manor	Students aware of scope breadth and possible employment with idverde	Talks delivered and evaluated – due to sickness deferred to Q4 - Unable to complete as there was no opportunity to rearrange and RM has since left the business - Removed due to no uptake.	0	Removed
E7	Deliver four direct training programmes for volunteers (First Aid delivered indirectly)	Volunteers are trained in specific areas and/or refreshed with most recent practical information	Defined and agreed courses delivered – especially First Aid ,and Leading Groups	100	Q1.16
E8	Determine the future of the BEECHE cafe	New business opportunity	Draft business proposals agreed	100	Q1.16
E9	Provide idverde training in Biodiversity across the Bromley Management Contract (internal for idverde staff)	All staff better qualified in and a greater understanding of biodiversity importance	Work with idverde Corporate Ecologist to set out course content and agree programme of delivery	100	Q1.16
E10	Institute of Occupational Safety and Health (IOSH) staff training for managers and supervisors. (General Managers to have NEBOSH Training in 2016)	Managers and Supervisors compliant with latest legislation	Relevant managers and supervisors have attended course and are accredited	100	Q1.16
E11	Partner the Urban Orchard Project	Volunteers receive training in Orchard tree management	Facilitate initial session at Meadside Open Space	100	Q1.16
E12	Partner 'Pulse' projects within LB Bromley parks (Pulse is an organisation seeking to get long term un-employed back into work)	'Pulse' clients are trained and evaluated leading to potential seasonal staff recruitment	New cohorts trained and evaluated at selected sites	100	Q1.16
E13	Create bespoke Health Safety and Environment Handbook for volunteer groups	Volunteers fully aligned to approved idverde procedures for Health and Safety	Draft agreed with Friends Forum and booklet printed by idverde including fuller version for Friends Chairmen	100	Q1.16
E14	Community gardening at Brook Lane (£10k)	Enhanced community hub and provision of healthy cooking and eating facility	Construction of a waterless toilet, tool sheds and purchase of tools and gardening materials. Application submission by group following development with idverde. Specification met through means other than grant funding.	100	Q4.17
E15	Provide appropriate training and experience for pupils of Nash College	Increase in education, environmental knowledge and team working	Courses delivered between BEECHE and Brook Lane 5 days a week	90	Q4.17
E16	Facilitate the Junior Citizen scheme	Supporting an LB Bromley initiative	Transport materials and equipment for LB Bromley / MET police to schools Supported sessions	0	Q4.17
E17	Recruit Fundraising Apprentice	Level 3 Business Administration Apprenticeship to be completed, potential of skill retention	Draft job description, CV review, interview, recruit. Discussions with current providers	100	Q2.17
E18	Brook Lane facility improvements	Connect site to electricity / mains power	install distribution box and connect supply	85	Q1.17
E19	Brook Lane facility improvements	Improve toilet provision on site	install toilet block	100	Q3.16

E20	Brook Lane facility improvements	Replace classroom with semi-permanent structure	remove old marquee and install wooden building	100	Q4.17
E21	Brook Lane community gardening project	Gardening sessions for toddlers and wider community to develop skills and knowledge	LBB and Portfolio Holder endorsement secured, need to now develop project further and outline fundraising strategy.	25	Q4.17
E22	Secure BEECHE sustainability	Introduce educational retail to the information centre	Retail introduced with offerings to be expanded in due course.	100	Q1.17
E23	Deliver compulsory biodiversity training course to senior management	Management to understand legal requirements with respect to the protection and preservation of Wildlife, Ecology and Biodiversity. Understanding the potential for negative impact our operations may have on the environment and how to minimise it.	Course delivered by Biodiversity Manager.	100	Q2.17
E24	Cascade biodiversity training toolbox talks to Grounds Maintenance Operatives	Training operatives that may come into contact with protected species and wildlife as a result of their work to act appropriately and do not, either wilfully or inadvertently cause death or injury, disturbance or damage to the habitat of those species.	Biodiversity toolbox talks to be delivered as per annual delivery programme.	50	Q4.18
E25	Improved educational experience.	Strengthen relationships with schools by establishing a dialogue with local teachers, providers and education authority staff to identify what is needed to provide an attractive educational experience	Invite relevant LEA's, identify appropriate meeting/event to attend, develop high quality service provision materials.	25	Q3.17
E26	Improved educational experience.	Provide optimal physical conditions and safe environment for learning to take place	Audit of all teaching and facility resources, including compliance. Implement gaps analysis and improvement plan.	0	Q3.17
E27	Improved educational experience.	Establish and maintain an administrative structure which ensures an efficient service for customers	Implement and review online booking process for school activities.	75	Q3.17
E27	Improved educational experience.	Gain LotC accreditation	Evaluate requirements and match criteria with current position.	0	Q4.18
E29	To provide a quality out of classroom learning experience for those in non-mainstream formal education (e.g. Pupil Referral Units, SEND schools etc.)	Open a dialogue with providers of such provision with a view to establishing mutually beneficial relationships in order to promote our environmental education provision	Invite relevant LEA's, identify appropriate meeting/event to attend, develop high quality service provision materials.	0	Q4.18
E30	To establish a programme of public and professional special interest courses	Identify CPD requirements to develop EE staff, conduct stakeholder focus sessions	Develop skills analysis of EE team, design course outlines with stakeholder groups.	0	Q4.18
E31	Improved educational experience	Ensure an efficient and well informed customer journey from enquiry stage to delivery of product	Review booking process and customer journey, develop a programme of visitor centre activities	0	Q4.18
E32	Improved educational experience	Utilise online, printed and face to face networking for promotion of BEECHE.	Further development of schools section of website, increased social media activity, development of mailing lists.	25	Q4.18

ALLOTMENTS					
A1	Provide sites with mulch / recycled green waste	Sites aware and encouraged to participate in scheme	20% of sites supplied	100	Q4.16
A2	Work with LB Bromley to improve Belmont Lane allotment site access (waterlogged)	Reinstated path / road way over new drainage pipe in cleared ditch(currently collapsed)	Provide quotation for client approval	100	Q1.16
A2/A	Dorset Road Allotments TESCO Awards grant application	Improved infrastructure and overall quality of the site for stakeholders and users	Grant checked, edited, and submitted by deadline	100	Q1.16
A3	Work with the Federation and support the Allotments Reception	Successful delivery of the annual reception	Activity staged	100	Q2.16
A4	Improve driveway condition and creation of new additional plots at Pine Walk Allotment (£20k)	Increased and enhanced site facilities	Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy	0	Q3.17
A5	New gates and upgrade of recycling area at Southlands Allotment (£10k)	Increased and enhanced site facilities	Portfolio Holder endorsement secured, have now met with Group to develop project further and outline fundraising strategy; current discussions regarding any permissions required are underway	50	Q3.17
A6	Represent LB Bromley on the Leisure Gardens and Allotments Consultative Panel	Elected Members, Federation and idverde work towards common policy and strategic objectives and best practice shared	Represent LB Bromley at three meetings and annual tour	100	Q4.17
A7	Represent LB Bromley on the Bromley Allotment & Leisure Gardens Federation meetings	Federation and idverde share improved operational understanding	Represent LB Bromley at bi-monthly meetings	70	Q4.17
A8	Community building and toilets at Abbots Way Allotment (Costings to be confirmed)	Enhanced asset for ploholders and quality environment	Application successfully submitted to the Big Lottery Fund - Awards for All grant scheme for a compostable toilet (£10k). The group has also been granted £10k+ by ploholders plus have received Community Fund monies.	100	Q2.17
A9	Access improvements, Car park extension, creation of barbecue and communal area and additional storage container at Lower Road Allotment Association (£40k).	Increased and enhanced site facilities	Portfolio Holder endorsement secured. The barbecue area has been fully refurbished in conjunction with Pulse (organisation for long term unemployment). After development with idverde, applications have been submitted for Greggs grant scheme (new container - £2k), and for People's Community competition (£13.8k). The People's community application has unfortunately been unsuccessful but an application developed with IdVerde will be submitted in late autumn for a Millennium garden for Nash Students. Awards for All application successful (10k).	100	Q4.17
A10	Works at Elmstead Lane Allotments to increase amount allotments space (£2k)	Increased and enhanced site facilities	Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy. Group have now funded projects through their own funds.	100	Q4.17
A11	Phase 2 General Grant delivery projects at Maberley, Lower Road and Bourne Vale sites	Increased and enhanced site facilities	Delivery of grants. Delivery now complete.	100	Q4.17
A12	Community Gardening at Goddard Road Allotments (Costings to be confirmed)	Re-introduction of available allotment site for health and thriving, quality environment	On-going scoping and developing partnerships regarding long plans to the site.	0	2018
A13	Obtain new lease agreements with LB Bromley for all sites under direct ownership	Need to create new leases from those that currently expire in 201 to ensure continuation of self-managed sites and to facilitate further grant-funding opportunities.	Reports and representations made and Leisure Gardens and Allotments Consultative Panel informed February 2017	100	Q4.17

A14	Composting toilet, secure storage and defibrillator at Chelsfield Allotment Association	Increased and enhanced site facilities	LBB and Portfolio Holder endorsement secured, have now met with Group to develop project further and outline fundraising strategy; current discussions regarding any permissions required are underway	50	Q3.17
A15	New tool storage shed at Pickhurst Allotment Association	Increased and enhanced site facilities	LBB and Portfolio Holder endorsement secured, have now met with Group to develop project further and outline fundraising strategy, current discussions regarding any permissions required are underway	50	Q3.17

SPORTS					
S1	Work with LB Bromley to resolve Chislehurst pitch and ditch drainage issue(s)	Football pitch and parkland better drained to minimise loss of recreational use	Arrange for jetting and inspection of drain from the park under Willow Grove	100	Q1.16
S2	Tugmutton Cricket Nets	Club supported to provide much needed training facility for youth play	Following approvals project to be delivered within Q1. Grant funding requirements have changed with Need now for lease over land rather than licence. Currently with LB Bromley. Grant funding and licence acquired in Q2.	90	Q4.17
S3	Locksbottom Cricket Club – Creation of Full repairing Lease	Club attains security of tenure and can apply for extensive grants	LB Bromley agree terms with club	100	Q1.16
S3/A	New combined clubhouse for football and Friends use at Elmstead FC Chislehurst Recreation Ground (£250k) - Secure funding for rebuilding	Construction of purpose-built structure to replace ageing pavilion with ancillary provision, including café, to increase the recreational offer.	Grants secured and reported to Executive. Work to ensure pre-construction funder conditions are being fulfilled, including lease preparation alongside LBB Legal	100	Q1.16
S4	Remedial action as necessary to ameliorate playing surfaces of pitches at Chislehurst Recreation ground	Football pitch better drained to minimise loss of recreational use	Annual summer maintenance complete.	100	Q4.17
S5	Completion of circular pathway at Norman Park (Costings to be confirmed)	Improved access and facilities for all stakeholders and users	Path installed- not yet signed off	90	Q2.16
S6	Re-establish a Sports Forum	Collaborative voice created for all LB Bromley parks' sports managers and stakeholders	Provide discussion document and consult with clubs. Potential for virtual forum on idverde website	10	Q4.17
S7	Establish a relevant stakeholders/Friends Group hub at Norman Park	Improved partnership for sports, creation of a Friends Group and links to key stakeholders	Meeting held and Friends committee formed.	100	Q4.17
S8	Improve relationships and initiatives with delegated sports providers	Individual clubs gain a better understanding of the new Bromley Management contract . idverde listen to and respond to site aspirations and local issues	Meet all clubs and attend AGMs as appropriate	80	Q4.17
S9	Represent LB Bromley on Green Chain Working Party	Attendance at Green Chain Joint Officers Working Party meetings	Attend quarterly meetings	0	Q4.17
S10	Refurbished clubhouse at Cudham Recreation Ground (£100k)	Enhanced facility and greater community offer	Potential funding secured and revised timetable created. Club now pursuing other options to improve building without grant funding.	100	Q4.17
S11	Norman Park BMX & Cycle Path & Café & Playground Improvements (£200k)	Increased recreational and cultural offer	Approved in principle but requires Portfolio Holder endorsement and further discussions with Ward Members and stakeholders. Not a current site priority.	100	Q4.17
S12	Sparrows Den Rugby Pitch refurbishment	Improved playing pitches and resilience to future flooding	Monitoring of externally-funded pitch improvement projects plus associated preparation of claim forms	100	Q4.17
S13	Goddington Park – refurbishment of pitches	Improved playing pitches	Monitoring of externally-funded pitch improvement projects plus associated preparation of claim forms	100	Q4.17

S14	Attend Pro-Active Bromley meetings	Represent LB Bromley Parks and Greenspace	Attend regular meetings	75	Q4.17
S15	New combined clubhouse for football and Friends use at Elmstead FC Chislehurst Recreation Ground (£250k) - Build phase	Construction of purpose-built structure to replace ageing pavilion with ancillary provision, including café, to increase the recreational offer.	Successful build on site including securing all necessary permissions; Club are currently in the process of discharging associated Planning Conditions and carrying out pre-build surveys etc.	50	Q3.17
S16	Orpington Excelsior Bowling Club Project	Roof replacement for safety and weather protection	Current discussions with LBB colleagues and Property	25	Q2.17
S17	South Hill Bowling Club storage shed	Increased security for equipment	LBB and Portfolio Holder endorsement secured, have now met with Group to develop project further and outline fundraising strategy; current discussions regarding any permissions required are underway	50	Q3.17

PLAY, FITNESS & INFRASTRUCTURE					
PF1	Playground enhancement at Whitehall recreation Ground	Successful fundraising campaign leading to installation and commissioning of new play facilities	Awaiting outcome of application submission – application unsuccessful	100	Q4.16
PF1a	REVISED PROJECT Playground enhancement at Whitehall recreation Ground	Successful fundraising campaign leading to installation and commissioning of new play facilities	Met with Friends to explore next steps, including researching potential play equipment options - Various new pieces of equipment have been installed - the FoG have funding for further equipment and are working with idverde to agree what equipment to install; currently liaising with LBB regarding procurement	75	Q4.17
PF2	Undertake major re-build of the skateboards at Church House Gardens	Skateboards available for use at earliest opportunity	Repair completed	100	Q4.16
PF3	Undertake RoSPA accredited survey of all play equipment	Ensure that LB Bromley's playgrounds meet nationally accredited safety standards	Survey on site and findings report – subsequent actions undertaken	100	Q4.16
PF4	Work with 'Parkrun' to ensure schemes continual success	'Parkrun', the broader community and idverde better understand the inter-related links between differing user groups for increased satisfaction	'Considerate Stakeholder' letter to be drafted and signed by the Norman Park user parties	100	Q1.16
PF5	Chislehurst Recreation Ground – Wheelchair accessible roundabout	Delivery and commissioning of a compliant playground item for less abled users	Provide expertise to assist Friends of Chislehurst and Walden Recreation Grounds install equipment and source quotes	100	Q1.16
PF6	High Elms Country Park Sensory Trail (£40k)	Renewal of much valued local facility and valuable use to the less abled	On-going discussions with Friends and interested parties to refine the project detail and costings. Stakeholder meeting held Q3, awaiting revised costings and revision of plan.	25	Q3.17
PF7	Outdoor Gym at Biggin Hill Recreation Ground (£34k) <i>Subject to scheme being fully externally funded for whole life-cycle maintenance</i>	Increased recreation and healthy lifestyles offer	Subject to review and report to committee. Idverde and LBB Neighbourhood Management have been carrying out surveys to ascertain current usage	25	Q3.17
PF8	Outdoor gym at Coney Hall Recreation Ground (£40k) <i>Subject to scheme being fully externally funded for whole life-cycle maintenance</i>	Increased recreation and healthy lifestyles offer	Subject to review and report to committee. Idverde and LBB Neighbourhood Management have been carrying out surveys to ascertain current usage	25	Q3.17
PF9	Creation of new play area at Queens Gardens following completion of extension of the former Glades	New play area commissioned	Scheme designed, tendered and delivered, subject to completion of building works and site possession - Scheme designed & tendered - LBB in possession of tenders	100	Q4.17
PF10	Wildlife themed picnic and play area at Blake Recreation Ground (costings to be confirmed)	Increased recreation and healthy lifestyles offer	Site meeting held and further refining of business case including costings required. - Designs have been provided to the FoG and consultation is taking place with stakeholders - move to Q3. 17	50	Q3.17
PF11	Table tennis and play extension at Coney Hall Recreation Ground	Increased recreation and healthy lifestyles offer	Scope increased to include slide. Site meeting held and awaiting costings, potential grant identified. Project has been expanded and needs approval from managers and Bromley council. Public consultation by Friends Group. On-going discussions with Friends and interested parties to refine the project detail.	25	Q3.17
PF12	New playground equipment for toddlers at Tugmutton Common (£10-20k)	Increased recreation and healthy lifestyles offer for young persons	Portfolio Holder endorsement secured, have met with Group in Q1.17 to develop project further and outline fundraising strategy; group carrying out consultation with members.	25	Q3.17
PF13	Support The Conservation Volunteers (TCV) Bromley Green Gym	Improvements to College Green and Slip by idverde support to the group	Ongoing weekly/monthly support to group including working alongside volunteers	75	Q4.17

PF14	Support The Conservation Volunteers (TCV) Winsford Gardens Green Gym	Improvements to Winsford Gardens Green Gym by idverde support to the group	Ongoing weekly/monthly support to group including working alongside volunteers	100	Q4.17
PF15	Support The Conservation Volunteers (TCV) Whitehall Green Gym	Improvements to Whitehall Green Gym by idverde support to the group	Ongoing weekly/monthly support to group including working alongside volunteers	75	Q4.17
PF16	Survey and produce annual infrastructure plan	Data capture of assets on a regular and timely basis to ensure replacements and health and safety considerations are undertaken. Results prioritised against resources	Report completed, all items risk rated and costed	100	Q3.16
PF17	d	Enhanced play facilities to cater for a wider age group and abilities	LBB and Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy.	0	Q2.17
PF18	Commemorative Seat Strategy	Enhance stakeholder consultation and streamline operational delivery	Strategy to be published	85	Q2.17

CEMETERIES AND CLOSED CHURCHYARDS

CM1	Make the cemeteries office more inviting for the bereaved	Improved and more comforting surroundings for service users	To make the porch area a separate waiting area	100	Q4.16
CM2	Pilot refurbished cemetery signage	Improved image and information	Install cover / replacement fascia to St Mary Cray Cemetery sign	100	Q1.16
CM3	Publish revised cemetery service booklet	Undertakers, the bereaved and customers have improved access to relevant information	Updated booklet available to public. Upload on to LB Bromley website.	100	Q2.16
CM5	Investigate possible digitisation of Cemetery records and administration	Potential creation of completely digital management system	Quotes received	0	2018
CM6	Guardian Angels project – caring for casualties of WW1	Greater historic understanding/relevance and Interpretation of the part local sites played during the Great War	Events, exhibitions and interpretation undertaken	100	Q4.17
CM7	Works To Enhance/Conserve Cemeteries & Closed Churchyards & Chapels & Create Friends Of Cemeteries & Closed Churchyards	Better improved, interpreted and more visited/cared for facilities	Project scoping for potential grant funding application	0	2019