

Bromley Management Contract

Parks, Greenspace and Countryside Action Plan

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

Version: Q3 Update 25/10/16

Key:	
Quarter 4.16	January, February, March 2016
Quarter 1.16	April, May, June 2016
Quarter 2.16	July, August, September 2016
Quarter 3.16	October, November, December 2016
Quarter 4.17	January, February, March 2017

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



PARKS					
Ref:	Project	Outcome	Next Milestone	% Complete	Quarter due to be completed
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 however have still not concluded their exercise – accordingly moved to Q3.	50	Q2.16
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	Stage 1: Application being revised for resubmission (£10k). Stage 2: Approved in principle but requires Portfolio Holder endorsement and further discussions with Friends Group (£40k). Moved to Q3 following additional grant work required for Chislehurst Pavilion project. Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy.	50	Q2.16
P27	Deliver the Fundraising ‘thank you’ event	Reflection and citation for past 12 month’s volunteers and grant providers	Event delivered and reviewed - Event moved to Q3 and training needs prioritised for Community Managers	0	Q2.16
P28	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	50	Q2.16
P29	Aesthetic and biodiversity improvements at Glassmill Pond working with volunteers (£10k)	Increased understanding and creation of a quality environment	The project has been developed and the application is 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.	25	Q2.16

P31	Undertake a safety survey of hard surfaces throughout all parks (ie 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	90	Q2.16
P35	Develop a proactive events and activities programme for 2017	Better programmed, diverse and defined events	Plan agreed and launched	10	Q3.16
P36	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	30	Q3.16
P37	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 lead by the Friends of Kelsey Park	10	Q3.16
P38	Provide Firework Night displays in parks to the public	Safe displays provided for visitors	Event delivered and evaluated	50	Q3.16
P39	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	0	Q3.16
P40	Tender Ice Cream and related concessions	Increased and enhanced refreshment offer	Tenders returned for operation in 2017	70	Q3.16
P42	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	50	Q4.17
P48	Rebuilding of Betts Park Canal structure	Safe retaining wall for users and adjoining residents	Contract let and on site	60	Q3.16
P49	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	25	Q4.17

COUNTRYSIDE

C4	Ensure all SSSIs and LNRs have updated site management plans	Detailed year's work identified including WIG and HLS outputs	Management Plans Updated – Ongoing project. (Scadbury Park, Crofton Wood, High Elms Country Park, Hayes and Keston Commons, Darrick Wood, Jubilee Country Park, Langley Nature Reserve)	33	Q2.16
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 defined sites - High Elms Country Park, Jail Lane Orchard, Jubilee Country park, Crofton Woods, Keston Bog, Hangrove, Langley Nature Reserve, Martin's Hill, Norman Park, Downe Orchard, Parkfield rec, Darrick Wood, Strawberry Bank, Poverest Rec, Covert Wood, Glentrammon Rec, Hoblingwell Wood, Rushmore Hill, Chelsfield Green, Avalon Road, Goddington Park, Hayes Common, Musk Orchid Bank, Padmal Wood, High Broom Wood, Walden Wood, Scadbury Park, Lilly's Wood, Bradmans Hill Wood, Ongoing Project	75	Q2.16
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
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	80	Q2.16
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	10	Q3.16

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
-----	--	--	---	----	-------

HERITAGE

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/trimming/tree removal/weed removal from moat/provision of black plastic to protect brickwork. Work commenced but ongoing	80	Q2.16
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.	25	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)	Conservation of heritage asset and increased interpretation	Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy	50	Q4.17

ENVIRONMENTAL AND OTHER EDUCATION

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	0	Q2.16
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. Needs and specification changed – deferred to Q3	25	Q2.16
E17	Recruit Fundraising Apprentice	Level 3 Business Administration Apprenticeship to be completed, potential of skill retention	Draft job description, CV review, interview, recruit	25	Q3.16

ALLOTMENTS

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	50	Q4.17
A5	New gates and upgrade of recycling area at Southlands Allotment (£10k)	Increased and enhanced site facilities	Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy	50	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 £7.5k by ploholders.	75	Q4.17

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 Millenium garden for Nash Students.	75	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	50	Q4.17

SPORTS

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	Q2.16
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.	95	Q2.16
S5	Completion of circular pathway at Norman Park (Costings to be confirmed)	Improved access and facilities for all stakeholders and users	Approved in principle but requires Portfolio Holder endorsement and further discussions with recent and burgeoning Friends Group.	25	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	Q3.16
S16	Orpington Excelsior Bowling Club Project	Roof replacement for safety and weather protection	Proposal approved by SMT, requires Portfolio Holder endorsement	50	2017

PLAY AND FITNESS

PF6	High Elms Country Park Sensory Trail (£40k)	Renewal of much valued local facility and valuable use to the less abled	Further discussion with Friends and other interested parties to refine project detail and costings. Project deferred to Q3 once stakeholder meeting can be arranged.	25	Q2.16
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 - Deferred to Q3	0	Q2.16
PF8	Outdoor gym at Coney Hall Recreation Ground (£40k) <i>Subject to scheme being fully externally funded for whole life-cycle maintenance</i>	Independence and health, involved, safe & quality environment	Subject to review and report to committee - Deferred to Q3	0	Q2.16
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	66	Q2.16

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. Needs discussion with Friends and interested parties to refine the project detail.	60	Q4.17
PF12	New playground equipment for toddlers at Tugmutton Common (£10-20k)	Increased recreation and healthy lifestyles offer for young persons	Portfolio Holder endorsement secured, need to meet with Group to develop project further and outline fundraising strategy	50	Q4.17