

# Bromley Management Contract

## Parks, Greenspace and Countryside Action Plan

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

Version: Quarter 4 Update



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	Target Quarter
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 Q4.	50	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	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.	25	Q4.17
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	85	Q4.17
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	Q4.17
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	100	Q4.17
P35	Develop a proactive events and activities programme for 2017	Better programmed, diverse and defined events	Plan agreed and launched	100	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	100	Q4.17
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. Grant restrictions, now client led, in process of engaging with consultancy. Moved to Q4.17, awaiting EA agreement	10	Q4.17
P38	Provide Firework Night displays in parks to the public	Safe displays provided for visitors	Event delivered and evaluated	100	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	100	Q3.16
P40	Tender Ice Cream and related concessions	Increased and enhanced refreshment offer	Tenders returned for operation in 2017	100	Q3.16
P41	Local Implementation Plan (LIP) funding- Various Schemes including pathway and access improvements for walking and cycling (Various locations)	Safer and enhanced quality environment	Schemes to be approved at Environment PDS. Quarterly meetings with LBB Highways and Transportation	25	Q4.17
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
P43	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
P44	Water Body Improvements at Mottingham Woods (60k)	Improved, safer & quality environment	Subject to confirmation with Friends Group and Funder discussions.	0	Q4.17
P48	Rebuilding of Betts Park Canal structure	Safe retaining wall for users and adjoining residents	Client delivered, contract monitoring in place	100	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	90	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	75	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
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	Q4.17
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
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, Glentrammon 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	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	85	Q4.17
C18	Strategic review of urban and rural forestry practices	Improved sustainability, community value, and biodiversity of woodland areas	Investigate commercial viability of timber crop	15	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.	50	Q4.17

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
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
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, need to meet with Group to develop project further and outline fundraising strategy. Group have decided to change focus of project to fountain, meeting in Q4.17	25	Q4.17
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	Q4.17
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	50	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. No successful interviews to date.	50	Q4.17

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	25	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	25	Q4.17
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	75	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 succesfully 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	25	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.	100	Q4.17
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
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	Q4.17
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	Work with Mencap (recycling bikes programme), LB Bromley cycling team, LB Bromley TFL Team, 'Park Run', Delegated managers, 'Proactive Bromley' to establish a cohesive stakeholder/ Friends Group	80	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	100	Q4.17
S10	Refurbished clubhouse at Cudham Recreation Ground (£100k)	Enhanced facility and greater community offer	Potential funding secured and revised timetable created	0	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.	0	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	80	Q4.17
S13	Goddington Park – refurbishment of pitches	Improved playing pitches	Monitoring of externally-funded pitch improvement projects plus associated preparation of claim forms	90	Q4.17
S14	Attend Pro-Active Bromley meetings	Represent LB Bromley Parks and Greenspace	Attend regular meetings	85	Q4.17

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	25	Q4.17
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 Q4, stakeholder meeting held in Q3	25	Q4.17
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 - Deferred to Q4	0	Q4.17
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 Q4	0	Q4.17
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.	25	Q4.17
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. Needs discussion with Friends and interested parties to refine the project detail.	25	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	0	Q4.17
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	75	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
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