



Tavistock Gardens Ten-year Management Plan (2012 - 2021 Annually Reviewed)



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA

Title	Tavistock Gardens Ten Year Management Plan
Author	Leisure Services Development Officer
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January 2013 Update:

All improvements as detailed on page 38 are underway and due to be complete by March 2013.

Acknowledgements

Local Members
Quadron Services Ltd.
Regular users of the park
RBKC Markets Office
Parks Police Service
The Friends of Tavistock Gardens

Think before you print
Only print this document if necessary.

It may only be necessary to print out pages of specific interest, rather than the full document.

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Foreword

The Royal Borough is one of the most densely populated Boroughs in the United Kingdom with possibly the least amount of public green open space. It is, therefore, **the Council's policy to maintain all its parks at an excellent standard, to renew the infrastructure and to ensure that our parks are something we can all be proud of.**

I am very keen that all residents and park users should have an opportunity to become more closely involved in managing the future development of these green lungs. We need to ensure that we are providing a full range of the facilities and services that local residents would like to see and clearly this will vary from place to place around the Borough.

In pursuit of excellence, the Council wants each of the eight major parks to gain and keep the Green Flag Award. We currently have seven Green Flag Award winning sites and Tavistock Gardens is the next park to be entered for this prestigious award.

This management plan for Tavistock sets out our proposed plans for the park over the next ten years. The plan is intended to enable us to achieve the highest horticultural and environmental quality, to ensure continuous top-quality maintenance and to provide facilities for people to play, walk, exercise or relax. All this needs to be managed to ensure that there is something for everyone in the **Borough's parks.**

If you have any comments you would like to make about the content of this plan, please send them to The Leisure Services Development Officer (Parks), The Stable Yard, Holland Park, Ilchester Place, London W8 6LU.

Councillor Nicholas Paget-Brown
Cabinet Member for Regeneration, Environmental Management and Leisure

The location of Tavistock Gardens within the borough.



Title: Tavistock Location



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Ordnance Survey 100021658

Ref: Tavistock Location
Date: 24/01/2012
Author: M. Casteline
Status: Final

ELRS: Parks
The Royal Borough of Kensington and Chelsea
Holland Park W8
W8 9LZ
rangers@kcc.gov.uk



Figure1: Map showing location of Tavistock within the borough

1. Background

1. Tavistock Gardens is a small garden located behind the famous Portobello Road linked to the road itself by Tavistock Plaza. It should be noted that whilst this management plan and the subsequent Green Flag Award entry are for the Gardens, the Plaza should be viewed as a partner site to the park as it is this space that provides the public toilets and other facilities such as cafes which would be unsuitable to provide in the Gardens themselves.
2. In 2011 work began to Tavistock Plaza, improving its facilities and providing a better link to the gardens. More information can be found in appendix *.
3. Tavistock has never before had a management plan put in place.
4. The Tavistock Management Plan will sit along side several other strategies and initiatives; these are elaborated on later in the plan. It is important to note, however, that this is a plan to improve the site and manage the day-to-day operations of the park as it is now and is not a plan to restore the park to the footprint of an earlier time.
5. Tavistock Gardens is a small site with limited potential in terms of biodiversity. In future reviews of this plan consideration should be given to finding ways to enhance the ecological potential of this site where possible.



Figure 2: Map showing the proximity of Tavistock Plaza to Tavistock Gardens

2. Introduction

2.1 Name: Tavistock Gardens

2.2 Map Reference:

2.3 Location: Tavistock Gardens is located in the Golbourne Ward in the North of the Borough. The gardens are linked to the famous Portobello Road by Tavistock Plaza, a small square containing public toilets, cafes and market stalls.

2.4 Size: 0.2ha

2.5 Age: Unknown

2.6 Ownership and Management: The site is owned by the Royal Borough of Kensington and Chelsea and managed by its park service.

2.7 Maintenance: The site is maintained by an external contractor; currently Quadron Services Ltd.

2.8 Significant features and main uses of the park:

The park contains grass areas, seating and a children's playground, the adjoining Tavistock Plaza contains Market Stalls, cafe's and public toilets.

2.9 Brief History:

Completely refurbished in 2001 this small park, just off the Portobello Road, now more fully meets the needs of local residents. There was considerable local involvement in the rejuvenation of the square. The square provides areas for **quiet relaxation amongst the interesting planting and children's play area.** The history of this site is currently unknown although it is thought that the Gardens were created when slums in the area were demolished.

2.11 Funding:

Day to Day:

Day to day funding for the parks and open spaces comes from parks service revenue budgets.

Additional Funding: Play Pathfinder Initiative – **Family and Children’s Services**

This programme is a key part of the national play strategy, Fair Play, launched in April 2008. As a play pathfinder authority the Royal Borough of Kensington and Chelsea received around £2 million capital funding plus significant revenue funding. Play Pathfinders will work with children, young people and their communities to develop innovative play sites with challenging equipment and natural landscapes in order to give all children the opportunity to play actively outdoors. The play sites will also be accessible for disabled children. Tavistock is one of several Play Pathfinder sites in the borough and the new playground, installed in 2010, was funded by this scheme.

2.12 The Management Plan:

Although the management plan has principally been written by one person several groups and partners have contributed to its completion.

Thorough public consultation with regard to the future use of the park has heavily influenced the plan, as have various strategies and documents detailed further on in the plan. Colleagues from other departments within the Council have also participated in its conclusion.

The plan has been specifically laid out in order to comply with the Green Flag Award **Scheme criteria and in accordance with guidelines set by CABE Space: “A Guide to Producing Park and Green Space Management Plans”**. **The result is a working** document accessible to all those involved in managing and maintaining Tavistock. Although limited paper copies are available, the need to update the plan at least once a year means that it is best kept in an electronic format.

This Management Plan is a public document and can be accessed via the internet. It is reviewed annually ahead of the submission of an application for Green Flag status and this review process offers the opportunity for reflection on success as well changes in direction necessitated by changing circumstances.

3. Wider Policy Context

Outlined below are strategies, policies and reports that have aims and objectives that directly link, or have an impact on the Tavistock Management Plan. Although direct references may not be made to each and every document, all are relevant; **brief overviews of each of the documents' aims and objectives are outlined below.**

National Context:

3.1 Green Flag Award Scheme Criteria

The Green Flag Award Scheme was set up in 1996 to recognise and reward the best green spaces in England and Wales. The Tavistock Management plan has been written to comply with the Green Flag criteria: A Welcoming Place, Healthy Safe and Secure, Clean and Well Maintained, Sustainability, Conservation and Heritage, Community Involvement, Marketing and Management. In accordance with advice set out by the Green Flag Award Scheme CABE Space, 'A Guide to Producing Park and Green Space Management Plans', has also been referred to in order to produce a Management Plan that is concise and effective.

3.2 Green Spaces, Better Places: The Urban Green Spaces Taskforce. 2002
This report sets out 52 recommendations for both local and national Government to **consider in order to 're-vitalise parks and green spaces'**. There is a strong emphasis on working in partnership with the local community in order to achieve this. The Urban Green Spaces Taskforce was established in 2001, following the Urban White Paper of 2000, to advise the Government on improving the quality of our urban parks, play areas and green spaces.

The report recognises the importance of the Green Flag Award Scheme and suggests **that the Government establishes 'nationally acceptable quality standards for managing and maintaining parks and green spaces' based on the schemes values** (CABE Space was subsequently established in 2003 following this report). The Tavistock Management Plan is influenced by this report and upholds its core values.

3.3 Living Places: Cleaner Safer Greener ODPM 2002

This report sets out the Government's vision for public spaces "everybody's local environment should be cleaner, safer and greener". Section three of this specifically looks at Urban Parks and Green Spaces and responds to the Urban Green Spaces Taskforce: **Green Spaces, Better Places.** The report describes good parks as "vital" with among others the Green Flag Award Scheme being highlighted as a strategic partner.

The Royal Borough shares the opinion that **'everyone has a right to good parks and green spaces close to his or her home or place of work'**. In this report emphasis is placed on the importance of local leadership with regard to improvement of parks and green spaces; the Royal Borough holds local leadership in high regard and it is **believed that through the implementation of the Borough's Ten-year Parks Strategy 2006-2015 and subsequent park management plans that this leadership will be evident and improvements in our parks will be noticeable.**

3.4 Planning Policy Guide 17: Planning for open space, sport and recreation
The Tavistock Management Plan has been compiled with this policy in mind ensuring that all improvements to the park are to benefit the community as a whole. New space is not being considered; however, in accordance with PPG 17 the **management plan is in place to "improve the value of existing facilities"**. Those with disabilities are also being considered when installing new play equipment in accordance with.

3.5 Disability Discrimination Act 2005

In accordance with this Act the Tavistock Management Plan highlights areas in which the Park is improving various sections of the Park in order to make the Park more accessible to disabled people.

Regional Context:

3.6 **The Mayor of London's: Guide to preparing Open Space Strategies, Best practice guidance of the London Plan 2004**

This strategy informed the Royal Borough's Ten-Year Parks Strategy 2006-2015 and therefore feeds into the Tavistock Management Plan. The main aim is to have strategies in place that "identify ways of protecting, creating and enhancing them [parks and open spaces] and improving the quality through better management". The Tavistock Management Plan will provide better management for the Park.

3.7 London Biodiversity Strategy and Partnership

As required by the Greater London Authority Act, the Mayor of London produced a biodiversity strategy for the capital in 2002 that requires the London Boroughs to assist with implementation and encourages them to formulate their own action plans (Mayor of London, 2002). The document details the Mayor's vision for protecting and conserving London's natural open spaces. It seeks to ensure that there is no overall loss of wildlife habitats in London and that more open space is created and made accessible, so that all Londoners are within 1km walking distance of a quality natural space (Mayor of London, 2002).

The London Biodiversity Partnership (LBP) is a partnership of public, private and voluntary sector organisations as well as individuals. It was established in 1996 in **response to the UK BAP and has produced London's BAP. The Partnership aims to protect and enhance the capital's habitats and species for future generations to benefit from and enjoy. London's BAP consists of the 28 action plans: 14 habitats and 11 species. As well as its action plan species, London contains a number of nationally rare UK BAP priority species are identified; however, the London's BAP states that:**

- o All of our habitat action plans are designed to support these species.
- o This list is constantly being reviewed and updated.

Planning decisions must consider these species.

The London BAP contains the following targets to improve the condition and increase the extent of a selected number of habitats found in the capital by 2015. These targets were adopted in 2007, have been incorporated into the Further Alterations to the London Plan (FALP), and constitute London's contribution towards the England Biodiversity Targets.

Local Context:

3.8 The R.B.K.C. Ten-year Parks Strategy 2006-2015

The strategy sets out plans over the next ten years to improve the major parks in the Borough, with the exception of Holland Park, which has been the focus of substantial investment and improvement already. Obtaining and keeping Green Flag status for each of the eight major parks in the Borough is laid out under objective **one in the strategy: to 'Ensure high standards of maintenance, management and safety in the parks'. 7 parks already hold Green Flags and each year from we aim to bring one of the other parks up to the Green Flag level.**

3.9 The R.B.K.C. Cabinet Business Plan 2008/09;

The Cabinet Business Plan sets out the Council's plans for the next three years and the budget for the coming year. The Council's main aims have been updated so as to define the Council's contribution to a 'Better City Life', 'Really good services', 'Responding to Residents', '21 Projects for the 21st Century' and 'Renewing the Legacy'. Within it the parks and open spaces are held in high regard. With 84 per cent of the Borough's residents having no access to a garden of their own it is crucial that the parks and open spaces in the borough are maintained to a high standard. The Business Plan refers to the Parks Strategy.

3.10 The R.B.K.C. Community Strategy 2005-2015 (The Future of Our Community)

The Kensington and Chelsea Partnership (KCP) Steering Group prepared this Strategy for the Royal Borough. The Partnership is an umbrella group that brings together a mix of large and small organisations and partnerships within the borough including the Council, the police, the Primary Care Trust, the business community and the voluntary and community sector. The strategy is organised around eight themes dealing with aspects of life in the Royal Borough: Environment and Transport, Culture Arts and Leisure, Safer Communities, Health and Social Care, Homes and Housing, Community Equality and Inclusively, Learning, Work and Business. Although parks and open space sits mainly in Culture, Arts and Leisure there are of course overlaps with several of the other themes. **The Goal for Culture, Arts and Leisure is: "A borough where everyone has the opportunity to enjoy its public parks and open spaces and wide variety of high quality cultural, artistic and leisure activities." This management plan will be a step further to ensuring that the goal is achieved.**

3.11 The R.B.K.C. Community Safety Strategy 2005-2008

This strategy has been prepared by the Community Safety Programme Board (CSPB). The CSPB is part of the KCP, which is responsible for developing and delivering the Community Strategy for the Borough, see above. The vision of the Community Safety Strategy is to make Kensington and Chelsea safer. The vision is laid out in six key points, summarised: (1) encouraging residents to take responsibility for reducing their chances of becoming a victim, (2) maximising opportunities via public and private agencies to design out crime, (3) increasing the likelihood of offenders being caught, (4) confronting antisocial behaviour, the illegal use of drugs and the misuse of alcohol, (5) encouraging parents to take responsibility for their children, and (6) educating children and young people and offering support when offending behaviour becomes apparent. Safety is very important in the **Borough's parks, designing out crime is something that the strategy highlights and is a high priority when considering improvements to the park.**

3.12 The R.B.K.C. Environment Strategy 2006-2011

This strategy supersedes the Environmental policy statements that have gone before it since 1990. It is much more ambitious and challenging as it sets out how the Council will demonstrate leadership in developing sustainable solutions to local, regional and global environmental problems. The Council is aware that it is willing to lead by example with its new Environment Strategy. Being the biggest employer in the borough the Council is intending to stretch its own performance in order to encourage others to follow its example. The strategy is split into seven main themes: Sustainable Energy, Waste and Recycling, Transport, Pollution and Environmental Quality, Development and Construction, Procurement and Resource Use, and Ecology and Biodiversity. The Environment Strategy links heavily with Parks and Open Spaces and highlights the need for our parks to gain Green Flag status.

3.13 The R.B.K.C. Arts Strategy 2004-2008

The Arts Strategy is intended to be a framework for use by all those who have an interest in the arts, including organisations and artists, participants and audience members. It examines the views of the arts community and suggests a strategic direction for the future. Links with parks and open spaces focus on holding more arts **events in parks as part of an 'Arts in Parks' program to be held annually across London.** A new Strategy is under preparation.

3.14 The R.B.K.C. Play Strategy 2006-2009

The Royal Borough's Play Strategy highlights the importance of play in children's lives. The parks and open spaces are central to this and the strategy aims to maximise the use of parks and open spaces ensuring that playgrounds in parks are of a high standard and accessible to children with disabilities wherever possible. The redesign of the park will be looking to include, in its design, facilities suitable for disabled children.

3.15 The R.B.K.C. Local Biodiversity Action Plan 2004-2006 (under revision as LBAP 20010/11-2014/15)

The Local Biodiversity Action Plan (LBAP) ensures that the Council continues to make a significant contribution to the protection and improvement of the natural environment working closely with landowners, local organisations and residents of **the Borough. The Borough's parks and open spaces need to preserve and enhance** natural areas to encourage flora and fauna to flourish. The revised LBAP is in preparation at present.

3.16 The R.B.K.C. Corporate Identity Standards 2010

New standards have been recently implemented for when producing Royal Borough of Kensington and Chelsea material. Standards are in place for when using the borough logo, use of fonts and colours. These will be used when designing signage and promotional materials for the parks.

3.17 The Cleaner Neighbourhoods and Environment act 2005

The R.B.K.C. Fouling of Land by Dogs order 2006

New by-laws came into effect on 29 January 2007. On specified land, including the parks and open spaces, it is an offence to fail to do the following: remove dog faeces, and put and keep a dog on a lead when directed. It is also an offence to take more than two dogs onto specified land. This order is similar to the 1996 order. This will replace the by-law regarding dogs at present and will be printed along with the other by-laws on the back of parks entrance signs as is detailed in the plan.

3.18 R.B.K.C. Local Development Plans (LDP)

The Local Development Frameworks deliver the spatial planning strategy for the borough. **Unitary Development Plans (UDP) preceded the new LDP's and stressed the need to "maintain and increase the provision and quality of open space of local and metropolitan value".** The R.B.K.C. Local Development Framework is linked closely with the Community Strategy as community and public engagement a fundamental requirement of the planning system. Through this Management Plan we will be maintaining and enhancing the quality of Tavistock.

3.19 The R.B.K.C. Grounds Maintenance Contract Specification

The works specification outlines what is expected of the Grounds Maintenance Contractor with regard to maintenance in the Parks and Open Spaces in the Borough; the present Contractor is Quadron Services Ltd. They are contracted to provide this service until 2019.

3.20 The R.B.K.C. Events Strategy (in preparation)

3.21 Parkscape (Draft Document)

This is a policy document that is a direct development of the Royal Borough's Parks Strategy 2006-2011 and is complementary to *Streetscape* the best practice guide produced by the Royal Borough to shape the streets and public realm. Part One introduces the concept of Parkscape and explains the policies and standards adopted by the Council. It goes on to deal with individual elements of Parkscape design and their application in Royal Borough parks and open spaces. Part two contains detailed specifications and standard details this section is loose bound and will be updated as necessary.

4. The Management Plan

This plan highlights existing key issues relating to the main management and maintenance elements of Tavistock, identifying objectives accordingly. Actions have been laid out in conjunction with the objectives in order to make sure that the objectives are achieved.

The content and structure of the plan has been laid out in order to comply with the **Green Flag criteria** and **'A Guide to Producing Park and Green Space Management Plans'** by CABI Space. The Green Flag criteria are laid along the left hand side of the table with the CABI Space guidelines to **'A Guide to Producing Park and Green Space Management Plans'** along the top.

Linking policies and documents are covered in more depth in section 3.



4.1 A Welcoming Place

GOOD, SAFE AND EQUAL ACCESS TO ALL

Background/Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<p>Tavistock Gardens is accessible from Portobello road via Tavistock Plaza. Recent work to the plaza has made access to the gardens more accessible to wheelchairs as well as improvements to the road crossing for those with visual impairment.</p> <p>The Gardens have five entrances, some at street level and some with stairs.</p>		<p>To have equal and even access to the gardens for all park users.</p>	<ul style="list-style-type: none"> Improvements to Tavistock Plaza have made access from Portobello road easier and more welcoming. However, pathway resurfacing for the gardens should be considered to further improve access and use of the site.

SIGNAGE AND INTERPRETATION

Background/Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> Existing signage is in need of updating. 	<ul style="list-style-type: none"> The RBKC Communications Standards. 	<ul style="list-style-type: none"> To update all entrance signage in the parks with good quality easy to read signs covered with anti-graffiti film, in order to create a welcoming entrance to the park. The parks By-laws will be printed on the reverse of the signs. Include provision for interpretation on site and on the park web pages. 	<ul style="list-style-type: none"> The Park's team will assemble the relevant information and ensure that it is displayed and updated as necessary.

4.2 Healthy, Safe and Secure

The park is managed to provide a healthy, safe and secure atmosphere and environment for all those who visit the park and for those who work in it.

SAFE EQUIPMENT AND FACILITIES

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> •Daily safety inspections are carried out by the contractor on all play equipment and facilities within the park. If any equipment is found to require repair then it is reported to the Authorised Officer. •If equipment, furniture or facilities are not considered safe (i.e. broken or has sharp edges/ splinters, nails etc.) the Contractor shall fence off the item and report the defect to the Authorised Officer. 	<ul style="list-style-type: none"> •The RBKC Grounds Maintenance Contract Specification. •Service Level Agreement with Property Services. 	<ul style="list-style-type: none"> •To maintain a high level of equipment and facility inspection, and ensure that repairs are handled quickly and efficiently. 	<ul style="list-style-type: none"> • Contract /Park staff to continue to report any repairs to the workbook.

DOG FOULING, FIGHTING AND DAMAGE TO TREES

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> • Dog fouling is an issue in the park and dogs in general have proven to be a nuisance. • The Park suffers very little from dog damage to trees and play equipment. 	<ul style="list-style-type: none"> • The Clean Neighbourhoods and Environment Act 2005 • The Dog Control Orders Regulations 2006 	<ul style="list-style-type: none"> • To provide a cleaner and safer park free from dog fouling. • To encourage dog owners or carers to take more responsibility for their dogs, in turn creating a safer park. 	<ul style="list-style-type: none"> • Dog Control Orders replaced dog Byelaws in 2008. Dog handlers could be penalised if they: do not remove dog faeces, or do not place their dog on a lead when requested. • Maintain the condition of the park at a high standard to encourage community ownership and discourage ASB and dog fouling.

VISITOR SAFETY AND SECURITY

Parks Police

The Parks Police Service was established almost 20 years ago following a review of **public safety in the Borough's parks and open spaces**. The service consists of **12 full time Constables, 3 part-time Constables, 2 Sergeants and 1 Inspector**. The Parks Police operate from 7am every day and finish at dusk; although this can vary if necessary to tackle any specific park related problems out of hours. Each of the **borough's major parks (including Tavistock) is visited at least once a day, and calls from members of the public are also responded to**.

The Parks Police adopt a 'Safer Parks Team' approach; identifying the underlying cause of any problem and then adopting a problem solving solution to stop it re-occurring. This means working very closely with the Met Police Safer **Neighbourhoods Teams, the Council's community safety team** and a wide range of public sector partners and community groups.

Although council employees, the Parks Police have powers of arrest within the parks and are responsible for enforcing the many, and sometimes obscure, byelaws which ensure the parks remain safe places to visit.



Parks Police officers work 'annualised' hours – longer in the summer, shorter in the winter – **which reflects the public's use of the parks and ensures they have as many people on duty as needed at peak times**.

The Parks Police are available via their office in Holland Park (020 7938 8190) or on **the team's shared mobile (07973 123 066), both numbers are displayed throughout the park**.

The Parks Police Service Delivery Plan and Quarterly Report, detailing the number and type of incidents being tackled by the Parks Police is available at www.rbkc.gov.uk/parkspolice.

Community Safety

The Council's Community Safety Team, Parks Police, Met police and partners together make up the Community Safety Partnership; working together to reduce crime, antisocial behaviour and increase feelings of safety among residents, businesses and visitors.

The Community Safety newsletter 'Safe', published on the RBKC website, allows residents to find out more about the Community Safety Partnership and what is being done to tackle crime and antisocial behaviour in the borough. More information **on the Community Safety partnership and the work of the Council's Community Safety Team** can be found at www.rbkc.gov.uk/communitysafety.

4.3 Clean and Well Maintained

The park is managed to provide a clean and well-maintained litter free environment. Any graffiti or vandalism is always dealt with quickly and efficiently.

The grounds maintenance contract has specific guidelines regarding the cleaning and maintenance of sites and equipment.

Monitoring

The park is monitored jointly by the Council's Grounds Maintenance Contract Manager and the contractor's Area Supervisor on a weekly basis. The park is monitored from a visitor perspective (Appendix One) and the criteria are based on the Green Flag Award key criteria (Appendix Three).

Inspections

Inspection of facilities is carried out at the following frequencies:

Furniture: Is visually inspected daily by the park keeper. Minor repairs are carried **out by the contractor, all other damage and defects are reported to the Council's Contract Manager for action.**

Paths and hard surfaces, buildings, fences, railings, walls, boundaries and drains are **all inspected daily for damage or graffiti. Any damage is reported to the Council's Contract Manager.**

Damage and defects

Maintenance issues identified by council or contractors staff are reported to the Parks Administrator. The issues are logged on a database and actions for repair or **replacement are assigned by the Council's Contract Manager. Repairs are carried out by either the grounds maintenance contractors, building contractors, the Council's facilities management team or, in the case of playground repairs, the play equipment manufacturer.**

Graffiti

In accordance with the contract specification Graffiti shall be removed immediately on discovery using an approved graffiti remover. Graffiti absorbed into brickwork, on **stone or unpainted woodwork is referred to the Council's Contract Manager for consideration by the responsible Graffiti Management team within the Council.**

LITTER AND WASTE MANAGEMENT

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> •In accordance with the specification all litterbins are emptied by 10am daily. In the summer months when the park is used heavily it is necessary to empty the bins more than once. 	<ul style="list-style-type: none"> •The RBKC Grounds Maintenance Contract Specification. 	<ul style="list-style-type: none"> •To keep the park clean and presentable all year round. 	<ul style="list-style-type: none"> •The Park Keeper and Grounds maintenance Contracts Manager are to continue with their regular checks and continuous monitoring that the park is kept clean.

The Grounds Maintenance Contract Specification sets out the following standards for the removal of litter from Tavistock:

- Litter bins are emptied at least once per day and as necessary after that.
- The first emptying of litterbins shall be completed by 10am.
- Litter shall be cleared from all hedges, plant beds, herbaceous borders, pathways, hard surfaces, shrub beds and tree bases at least once per day.

This is monitored by the Council's Grounds Maintenance Contract Manager. (See Appendix One for copy of monitoring sheet).

Once litter is collected, it is removed from site by the cleansing team and brought **back to Holland Park where SITA, the borough's waste management contractor, collect it.**

GROUNDS MAINTENANCE AND HORTICULTURE

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> The park is maintained to a very high standard. A strict Grounds Maintenance Contract Specification must be adhered to. 	<ul style="list-style-type: none"> The RBKC Ten-year Parks Strategy 2006-2015 The RBKC Grounds Maintenance Contract Specification. 	<ul style="list-style-type: none"> The park should be landscaped in such a way that it is accessible to all but also displays horticultural excellence, with a wider use of herbaceous plants and perennials and reduced dependence on annuals. 	<ul style="list-style-type: none"> Client Council officers and contractor staff should continue to work together on improving the bedding schemes, drought tolerant plants should be considered for summer bedding.

General maintenance

Flower beds, shrub beds and hedges are cultivated at least once every two weeks; weeds and debris are removed and (in flower beds) plants dead headed to leave a neat, tidy and level finish.



PLAYGROUND MAINTENANCE

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<p>The current playground was installed in spring 2010.</p> <p><u>Rate of inspections:</u></p> <ul style="list-style-type: none"> • The Park Keeper visually inspects equipment <u>daily</u> for any damage and defects. • A <u>monthly</u> inspection is carried out by an external play inspector (RSS). This inspection is more detailed. • <u>Ad hoc</u> inspections are carried out by RoSPA trained GM and contractors staff as and when necessary. <p><u>Repair works:</u></p> <p>Playground repairs are organised by the Parks Administrator and carried out by the manufacturer. All repairs are recorded on a database.</p>		<ul style="list-style-type: none"> • To ensure that all equipment in the park is maintained to a high standard. 	<ul style="list-style-type: none"> • Continue to monitor equipment daily and reports any defects and wear and tear to the parks administrator. • Continue to use the play equipment manufacturers to carry out repairs to equipment. • Continue to have repairs carried out as quickly as possible to discourage anti-social behaviour in the park. • Consider providing on-line reporting forms for playground repairs so that members of the public can easily report defects/ problems with play equipment as they arise.



PATHS AND HARD SURFACES

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
Paths and hard surfaces are maintained in a clean, safe and serviceable condition at all times.	The RBKC. Grounds Maintenance Contract Specification.	To keep the park clean and presentable all year round.	The Park Keepers and Grounds Maintenance Contracts Manager are to continue with their regular checks and continuous monitoring that the site is kept clean. Consideration should be given to resurface the paths in the future.

A mechanical ride-on sweeper is used on paths and hard surfaces once per week. Using a mechanical sweeper has the added benefit of discouraging weed growth on paths without the use of herbicides.

FURNITURE

For the purposes of this document the term "Furniture" is to include, seats and benches, litterbins, signs, signposts and signboards, and bollards.

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> • The contractor maintains park furniture through daily checks. • Wooden furniture is painted once per year. • Signage is cleaned at least quarterly and as necessary in between. • The contractor carries out minor repairs to park furniture. 	<ul style="list-style-type: none"> • The RBKC. Grounds Maintenance Contract Specification. 	<ul style="list-style-type: none"> • To keep all furniture clean, structurally safe, graffiti free and in good repair all year round. 	<ul style="list-style-type: none"> • The Park Keepers and Grounds Maintenance Contracts Manager are to continue with their regular checks and continuous monitoring that the site is kept clean. • To continue to report defects promptly and carry out repairs as quickly as possible and to a high standard.

4.4 Sustainability

The park is managed to maintain sustainable development through the recycling of green waste and careful consideration of bedding plants.

Green Waste

Included in the Grounds Maintenance Contract as part of the on-going programme of sustainability, all green waste is brought back to Holland Park to be recycled in the **composting area and used around the borough's parks and open spaces.**

Commercial Waste

Waste generated by visitors is usually placed in the bins. However, this waste is mixed and may contain sharps, needles and dog faeces and would present a risk to parks staff if they were asked to separate it for recycling. As a result, this waste and other litter is transported to Holland Park by the cleansing team to be collected by **the borough's waste management contractor, SITA.**

Sustainable Procurement

This is achieved in the following ways:

- Parks benches are purchased from J and J Learmonths and are made from sustainably sourced wood in accordance with their environmental policy.
- Compost is peat free where possible. Where peat is used it is from sustainable sources (see Appendix Two for William Sinclair Environmental Policy).
- Paper use: This management plan is distributed electronically and only available in printed format upon request, where using an electronic copy is not an option. Publications relating to the park are only printed if necessary but are all available online.



ENVIRONMENTAL SUSTAINABILITY

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> The Royal Borough is committed to managing all of its parks, including Tavistock, in an environmentally sustainable manner. However, improvements can and are always being made. 	<ul style="list-style-type: none"> The RBKC Environment Strategy 2006-2011. The RBKC Ten-year Parks Strategy 2006-2015 The RBKC Local Biodiversity Action Plan 	<ul style="list-style-type: none"> To ensure that the Park is managed to protect and enhance biodiversity and to improve sustainable practices. 	<ul style="list-style-type: none"> By closely following the Environment Strategy 2006-2011 and following guidelines set out below. Quadron Services, our Grounds Maintenance Contractor, will be aiming to gain ISO 14001

PESTICIDES

Currently only Glyphosate is used on this site. The use of this herbicide is strictly controlled and only used if sweeping and hand weeding is unsuccessful.

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> The use of pesticides and chemicals in the park is kept to a minimum in the park. 	<ul style="list-style-type: none"> The RBKC Ten-year Parks Strategy 2006-2015 The Environment Strategy 2006-2011. 	<ul style="list-style-type: none"> To use little or no pesticides and use organic alternatives if appropriate. 	<ul style="list-style-type: none"> For the Grounds Maintenance Contract Manager to continue to research organic alternatives to chemicals and pesticides. Continue to use organic alternatives such as Garlic Barrier to ward off pests, and Savona, made from fatty acids, used to treat white-fly.

PEAT USE

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> •Peat is not used in the park where possible. Recycled mushroom compost is used in the spring to aid water retention. It is not used in the winter, as it is too rich for the bulbs. 	<ul style="list-style-type: none"> • The RBKC Ten-year Parks Strategy 2006-2015 •The RBKC Environment Strategy 2006-2011. 	<ul style="list-style-type: none"> • To keep Tavistock, along with all the Borough's Parks, as peat free as possible. 	<ul style="list-style-type: none"> • To maintain our policy of not using peat where possible in this park and other parks within the Royal Borough and to continue with the use of Mushroom compost in the spring.

WASTE MINIMISATION

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> •All green waste in the park is collected and taken to Holland Park to be composted. Once mulched down it is then redistributed around the park. 	<ul style="list-style-type: none"> •The RBKC Ten-year Parks Strategy 2006-2015 •The RBKC Environment Strategy 2006-2011 	<ul style="list-style-type: none"> •To continue to recycle 100 per cent of green waste in the park. 	<ul style="list-style-type: none"> •To continue to recycle leaves and green waste and re-use for mulch. •To consider ways of reducing our Carbon Footprint.

ARBORICULTURE AND WOODLAND MANAGEMENT

The parks service purchased ezytreev software in spring 2010. This allows for more effective and accurate monitoring of parks trees with capability for on-site tree data collection, tree data management and ordering of tree works with an integrated digital mapping system.

Tavistock contains approximately 45 trees from the following species:

SPECIES	COMMON NAME
<i>Tilia platyphyllos</i>	Large-leaved Lime
<i>Robinia pseudoacacia</i>	False Acacia
<i>Acer platanoides</i>	Norway Maple
<i>Tilia tomentosa</i>	Silver Lime
<i>Robinia pseudoacacia</i> 'Frisia'	Golden Acacia
<i>Prunus</i> spp.	Cherry spp
<i>Platanus x hispanica</i>	London Plane
<i>Tilia x europaea</i>	Common Lime
<i>Quercus robur</i> 'Fastigiata'	Fastigate Oak
<i>Alnus cordata</i>	Italian Alder
<i>Alnus incana</i>	Grey Alder

Using data from Ezytreev, the summary of the tree species within the Royal Borough's Parks shows that there are a number of native tree species that are not represented. It is also apparent that there are high numbers of some more invasive species (false acacia, sycamore, ash).

When planting new trees / shrubs preference should be given to native species that are underrepresented in the borough's parks (e.g. sessile oak, buckthorn). Consideration should also be given to balancing the parks 'portfolio' of tree species with a view to reducing risk exposure in terms of future disease / climate change risk.

Native trees are an important part of our flora and support a diverse range of native biodiversity. The predominant important associations are with invertebrates. For example: Large tortoise shell with the Wych Elm; Brimstone butterfly and Buckthorn; Purple emperor and goat willow. These butterfly / tree associations are important at the egg and larval stages for the butterflies. There are also numerous general association with bird species. To improve the biodiversity potential of the parks an emphasis should be put on planting more native tree species to ensure that the suite of species native to South East England is well represented.

ARBORICULTURE AND WOODLAND MANAGEMENT Cont.

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> • There is no woodland in the park, however, the trees are monitored and pruned in accordance with the Grounds maintenance specification. Any major works are carried out as and when is considered necessary by the Grounds Maintenance Contracts manager. • In 2011 a tree survey was carried out on all of the borough's park trees. 	<ul style="list-style-type: none"> • The RBKC Grounds Maintenance Contract Specification. 	<ul style="list-style-type: none"> • To inspect all the trees throughout the park every three years. 	<ul style="list-style-type: none"> • The Grounds Maintenance Contract Manager to implement action on this, and consider drawing up a scheduled time-table.



4.5 Community Involvement

THE VISITOR PERSPECTIVE

Residents' Panel:

The Royal Borough of Kensington and Chelsea has established a Residents' Panel, as a cost effective means of handling the growing number of consultation surveys undertaken by the Council. The Panel is surveyed four times a year.

The Panel has an ongoing process of recruitment. This is intended to replace members who leave the Panel, for example members who no longer wish to participate or who move out of the Royal Borough. Panel members who do not return questionnaires on two or more consecutive occasions are also replaced, in order to maintain the cost effectiveness of running the Panel.

Residents' Panel members stay on the Panel for a maximum of two years. This is because Panel members become more knowledgeable about the way in which the Council works, and therefore cease to be representative of the population as a whole. Recruiting new members to the Panel also enables more members of the public to have the opportunity to take part. The number of Panel members currently stands at 1121.

The following information was taken from the results of the 2011 survey:

- **The most popular reason why people visit the park is 'walking/general exercise'. This is closely followed by 'seeing wildlife or nature'.**
- **74% of people who responded were satisfied or very satisfied with the borough's parks and open spaces.**

APPROPRIATE PROVISION FOR THE COMMUNITY

Play Facilities

The children's playground was installed in 2010 following the public consultation. The work was part-funded by Family and Children's Services as part of the Play Pathfinder initiative. The new playground was successfully opened to the public on 31 March and has facilities for both older and younger children.

Friends Group

The Friends of Tavistock Gardens is an informal but active friends group who maintain regular communication with council officers but do not formally meet with them.

Tavistock Plaza

Tavistock Gardens links to Portobello Road through Tavistock Plaza, the two sites go hand in hand and the Plaza should be viewed as an extension to the Gardens and vice-versa. **The Plaza contains cafe's and public toilets is managed by the borough's highways team and maintained by SITA, the borough's waste management contractor.**

Tavistock Plaza was and under-used and cluttered space with considerable potential for improvement. In 2009 local residents, businesses and visitors to the area were consulted for their views on proposed improvements to the plaza.



(Tavistock Plaza Before)

As a result of the consultation, improvements were planned for the site as follows:
(Design for the area is included as appendix five)

- Improve the pedestrian route to and from Westbourne Park station as well as the visual link to the park with a raised table across Basing Street at the north side of the site.
- Repave the plaza in red/brown porphyry slabs with a central area in porphyry setts to provide a focus to the square. This will complement the surrounding buildings and contrast with the existing York stone paving on Portobello Road which will be re-laid.
- Meet the desire for additional greenery and provide a clearer link to Tavistock Gardens by building two new low maintenance shrub beds and planting a new street tree. The species selected is *Pyrus Calleryana Redspire*. This species, which is similar to the existing trees on Basing Street, will add colour to the streetscene over much of the year. It produces profuse white blossom in the spring with leaves which emerge as red/purple before becoming glossy green and finally turning orangey red in autumn.
- Install new lighting to match the existing period style columns and lanterns on Portobello Road.
- Install new seating.
- Include provision (including metered electricity) for six arts and craft market stalls to remain in the plaza to sustain the vitality of the area.

Work to the Plaza began in July 2011 and is expected to be finished in April 2012.

4.7 Marketing

The park is marketed through a variety of leaflets and on the Internet to publicise the park and the facilities it offers.

Website

The borough's website is utilised as much as possible with the park having its [own web page](#). This page contains general information about the site as well as information on the history of the site, a map showing its location, directional information, photographs and news and updates on any works or developments that are due to take place.

Social media

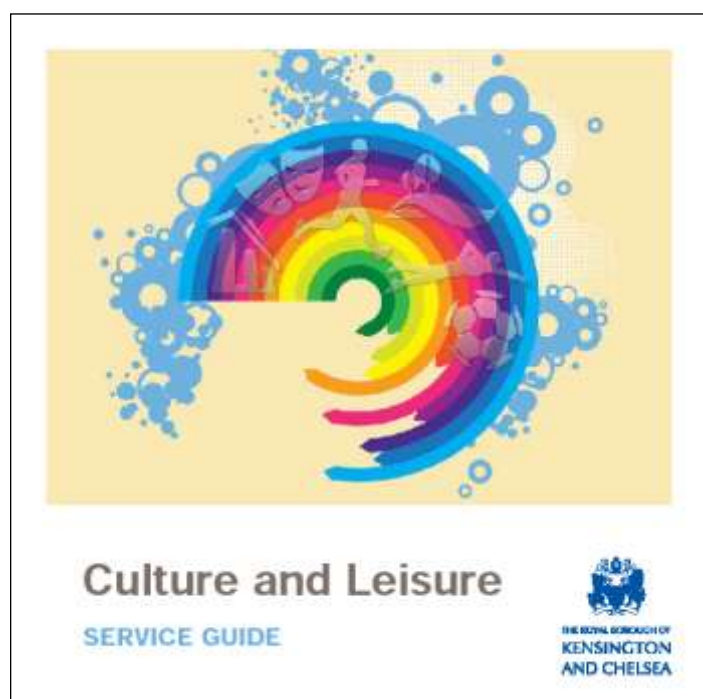
Social networking sites such as [Twitter](#) and [Facebook](#) allow the parks service to reach a new audience. Tweets/ updates include information about events, interesting facts, improvement works, park closures and awards. [Flickr](#), the image sharing website, is also used to publish photos of parks and parks related activities. Each of the social networking sites is linked to the other so that updates are simultaneous.

Branding

The Royal Borough has a distinctive brand and this is evident on all park signage, posters and park keeper uniforms. Having this branding in place ensures that visitors to the park know what standard to expect and who to report any comments to.

Press

The 'Royal Borough' a free paper produced by the Royal Borough is distributed to every resident and is used by the Parks Team to promote its parks and open spaces. As well as this there are several local newspapers which often publish articles about the borough's parks and open spaces.



APPROPRIATE PUBLICITY

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
The park is advertised through social networking, local and borough-run newspapers and through the parks website.		Have clear and appropriate publicity for the park	A review of the website is due to begin in January 2012. The updated website will have clear and more easily accessible information as well as more interactive aspects to encourage visits to the park.

PROVISION OF APPROPRIATE INFORMATION

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
There is currently no notice board on site. Project updates are posted on gates and fences. The current signage in the park is poor and in need of replacement.		Have clear and appropriate information in the park that is backed up by the website.	A notice board should be installed in the park to allow for project updates and general park information. Signage is being reviewed as part of the improvements project.

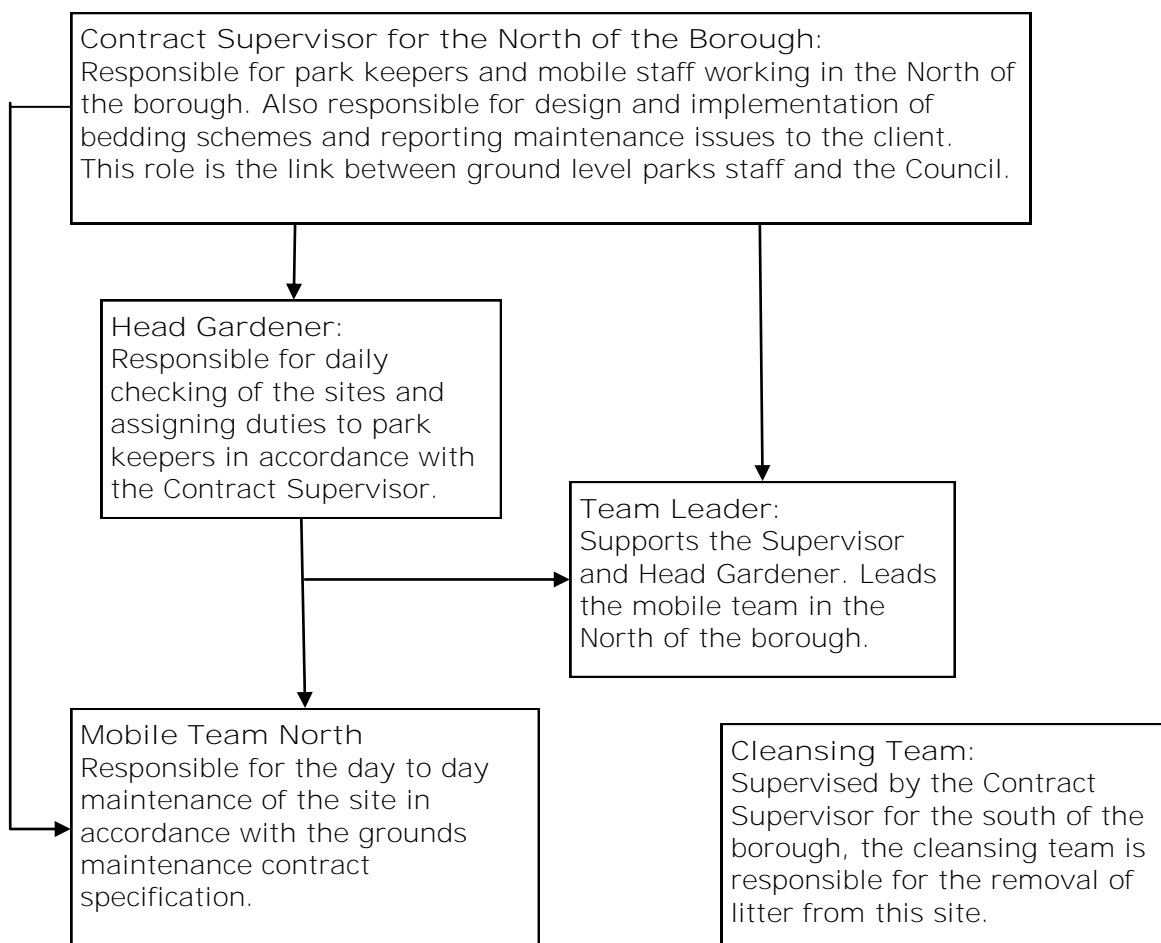
4.8 Management

The Park is managed in accordance with the guidelines set out above. As stated previously this is the first management plan of its kind for Tavistock and the belief is that the site will benefit from having it in place.

Management Structure:

The Council's Grounds Maintenance Contract Manager, based in Holland Park, is responsible for the running of the Council's parks through the grounds maintenance contract and reports directly to the Leisure Services Manager (Parks). The Council's Contract Manager is supported by the Contract Manager supplied by the Grounds Maintenance Contractors. Together they are responsible for the day to day running of the parks and open spaces as well as the maintenance of the sites.

Contractors staffing for Tavistock:



IMPLEMENTATION OF THE MANAGEMENT PLAN

Background/ Issues: Where we are now?	Policy Context/ linking documents:	Objectives: Where we want to get to?	Actions: How will we get there?
<ul style="list-style-type: none"> This is the first management plan that has been written for this Park. Over the next ten years all of the Borough's eight major parks will have management plans implemented. 	<ul style="list-style-type: none"> The RBKC Ten-year Parks Strategy 2006-2015 The RBKC Environment Strategy 2006-2011 Green Spaces, Better Places: The Urban Green Spaces Task-force 2002. Living Places: Cleaner, Safer, Greener ODPM 2002 Green Flag Award Scheme Criteria 	<ul style="list-style-type: none"> To have a well managed park capable of winning and maintaining Green Flag status. 	<ul style="list-style-type: none"> By implementing and maintaining this management plan. The management plan will be reviewed annually.

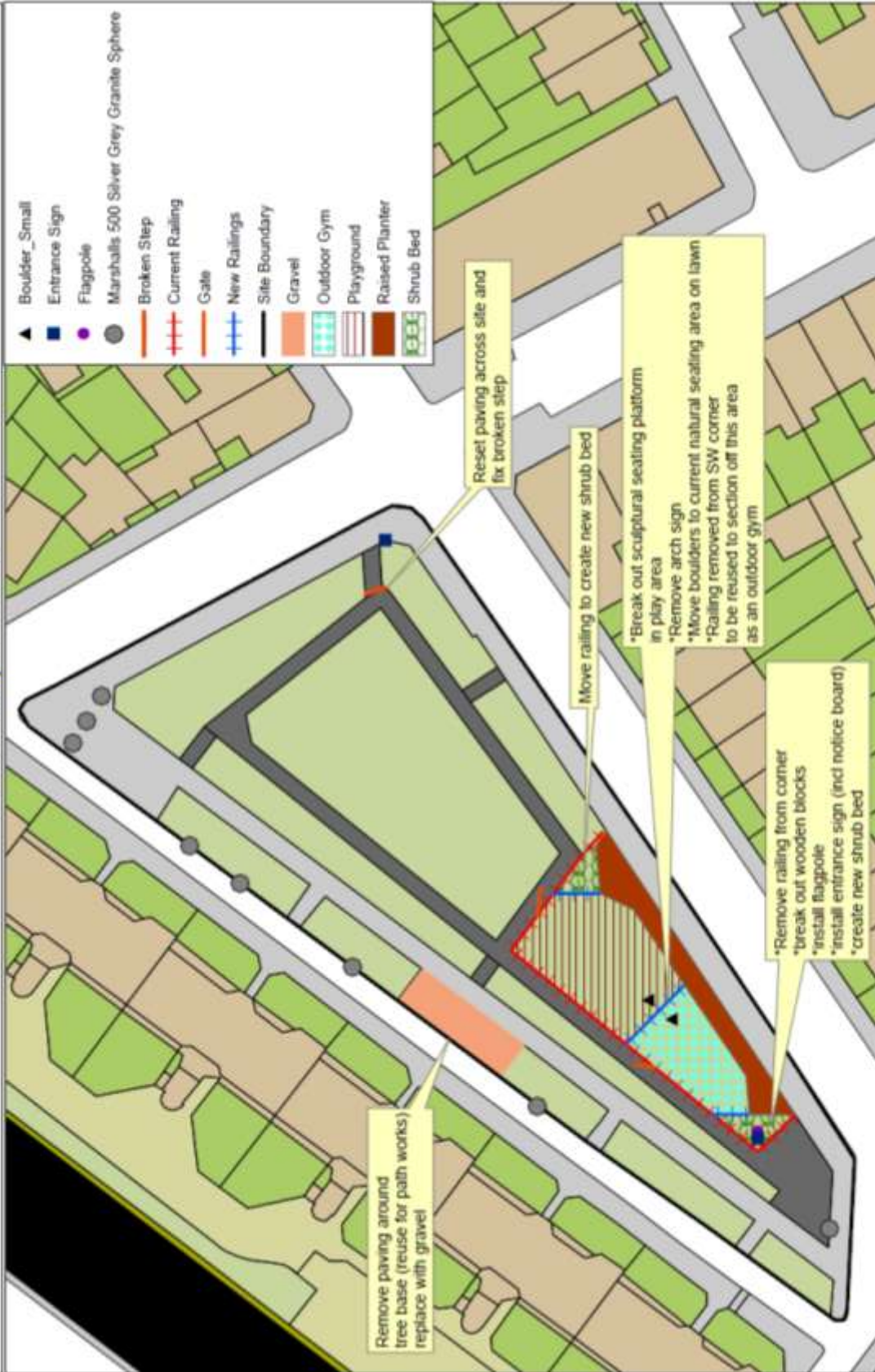
5. How will we know when we have arrived?

In order to provide park users with the best possible park it is essential that the above actions are adhered to in order to ensure that the objectives are achieved. Feedback from the Green Flag Award Scheme will also be used as a guide when reviewing the plan. The plan will be reflected upon annually, however, it will not be fully updated for ten years.

The Indicative Works Plan, over the next few pages, details the proposed time frame.

Action	Related GFA assessment criteria	Proposed Time-Table	Lead	Status
Resurface pathways.	•A Welcoming place		Leisure Services Manager (Parks)	
Install new signage in the park with provision for interpretation.	•A Welcoming Place •Marketing	April 2013	Leisure Services Development Officer	
Remove railings around the central grass area to open it up and extend the usable areas of the park.	•A Welcoming Place	Summer 2012	Grounds Maintenance Manager	Complete
Update web pages for this park and include more interpretation for the site.	•Marketing	Spring 2012	Leisure Services Development Officer	
Consider ecological enhancements for Tavistock Gardens for future years.	•Conservation and Heritage		Ecology Service Manager	

Tavistock Improvements



<p>CLASS NUMBER The Royal Borough of Tarncliffe and Chester Market Place 104 Leeds LS2 leeds@leeds.gov.uk</p>	<p>Author: Thomas Dainton BIMM: DMF</p>	<p>Rev: Tavistock_Rev_12 Date: 22/11/12</p>
<p>Title: Tavistock Improvements</p>		
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Appendix One: Parks Monitoring Sheet

Site:	3	2	1	
ITEMS TO BE CHECKED	G	O	R	SCORE
1 Were entrance signs visible announcing the site and did they provide contact details for complaints and praise?				0
2 Were entrances safe and accessible to people of differing abilities?				0
3 Were entrances and car parks clean, litter free and well maintained?				0
4 Were signs throughout the site of good quality, well maintained, and current?				0
5 Where provided, were notice boards displaying up to date, relevant information?				0
6 Were paths in good condition, clean, unobstructed and accessible to different abilities?				0
7 Were any staff on site easily identifiable to the public, knowledgeable and approachable?				0
8 Had any hazards been identified and made safe?				0
9 Were facilities such as toilets, cafés etc. clean, well maintained and open as advertised?				0
10 Were buildings, structures and features on the site in good condition?				0
11 Were walls, fences, steps and other infrastructure in good condition, and without graffiti?				0
12 Was all children's play equipment well maintained and clean?				0
13 Were benches, bins etc. well located, clean and in good condition?				0
14 Was safety equipment present and fit for purpose (if provided)?				0
15 Was lighting, CCTV and other security measures in good condition (where provided)?				0
16 Was there evidence of unacceptable littering?				0
17 Did litter bins appear to be emptied regularly?				0
18 Was dog and other animal fouling adequately controlled?				0
19 Were horticultural standards being maintained?				0
20 Do trees appear to be safe and in good condition?				0
21 Have features requiring or undergoing maintenance been made safe with appropriate signage?				0
22 Did you feel safe during your visit?				0
23 Was the site flying its Green Flag, and was the flag in good condition and recognisable?				0
24 Was the site displaying its Green Flag Award certificate?				0
25 Would you like to make any additional observations? Feedback from public? Feedback from park staff?	Final % score			#DIV/0!

	ISSUES and FEEDBACK	DATE RESOLVED
a		
b		
c		
d		
e		
f		

GREEN = looking good / fully provided / done ORANGE = needs attention at some point / partially provided / partially done RED = needs urgent attention / not being provided / not done

Environmental Policy

William Sinclair Horticulture Ltd. recognises that its products and operations have an effect on the environment in a number of differing ways. The majority are advantageous, such as the greening of urban landscapes and the overall improvement of homes and gardens, but some are not. Sinclair is committed to continually strive to reduce these negative environmental impacts.

Therefore in conducting its business Sinclair will:

Meet or exceed all relevant environmental legal requirements.

Reduce the CO² emission from our operations per unit of output by:

- Reducing the average distance our raw materials travel by 10% between now and 2020.
- Reducing the transport carbon emissions per unit of product by 10% between now and 2020.

Reducing the carbon emissions per unit of production from our operations by 10% by 2020.

Actively promote peat alternatives. In 2010 we used 370,000m³ of peat alternatives and we intend to increase this to 600,000m³ by 2020 with 450,000m³ coming from recycled materials.

Regenerate worked-out peat fields in accordance with requirements identified in our planning consents. In many areas this will involve regeneration as wetland. Our current performance is to achieve 75% re-establishment of mire bio-diversity within 10 years of cessation of peat extraction, and we aim to improve on this.

Reduce, reuse or recycle wastes where economically possible, and dispose of any generated waste in accordance with best practice.

Paul Smith,

Technical Manager, with specific responsibility for overseeing environmental issues for William Sinclair Horticulture Ltd.

October 2010

Appendix Three: Green Flag Award Criteria

Green Flag Award® Assessment Criteria

Green Flag Award® applications are judged against eight key criteria. Where certain criteria are not met, applicants can provide justifications that may be taken into **account. What's more, if management practice changes are in progress but not yet fully implemented, transitional phases will be acknowledged and viewed positively.**

The judging criteria also considers the fact that each park/green space will offer different kinds of facilities, and will be managed and developed to varying opportunities and constraints. Innovation and the way facilities offered are tailored to the needs of the community will also be taken into account.

Eight key criteria

1. A welcoming place

When approaching or entering the park/green space, the overall impression for any member of the community - regardless of the purpose of their visit - should be positive and inviting. There should be:

- **Good and safe access**
- **Good signage to and in the park/green space**
- **Equal access for all members of the community**

2. Healthy, safe and secure

The park/green space must be a healthy, safe and secure place for all members of the community to use. Any issues that have come to light must be addressed in the management plan and implemented on the ground. New issues that arise must be addressed promptly and appropriately.

- **Equipment and facilities must be safe to use**
- **It must be a secure place for all members of the community to use or traverse**
- **Dog fouling must be adequately addressed**
- **Health and safety policies should be in place, in practice and regularly reviewed**
- **Toilets, drinking water, first aid, public telephones and emergency equipment** where relevant (e.g. life belts by water) should be available in or near the park/green space, and be clearly signposted.

3. Clean and well maintained

For aesthetic as well as health and safety reasons, issues of cleanliness and maintenance must be adequately addressed, in particular:

- **Litter and other waste management**
- **The maintenance of grounds, buildings, equipment and other features**
- **A policy on litter, vandalism and maintenance should be in place, in practice and regularly reviewed.**

4. Sustainability

Methods used in maintaining the park/green space and its facilities should be environmentally sound, relying on best practices available according to current knowledge. Management should be aware of the range of techniques available to them, and demonstrate that informed choices have been made and are regularly reviewed. Parks/green spaces should:

- **Have an environmental policy or charter and management strategy in place, which is in practice and regularly reviewed**
- **Minimise and justify pesticide use**
- **Eliminate horticultural peat use**
- **Recycle waste plant material**
- **Demonstrate high horticultural and arboricultural standards**
- **Have energy conservation, pollution reduction, waste recycling, and resource conservation measures**

5. Conservation and heritage

Particular attention should be paid to the conservation and appropriate management of:

- **Natural features, wildlife and fauna**
- **Landscapes**
- **Buildings and structural features**
- **These should serve their function well without placing undue pressure on the surrounding environment**

6. Community involvement

The park/green space management should actively pursue the involvement of members of the community who represent as many park/green space user groups as possible. The following should be demonstrated:

- **Knowledge of user community and levels and patterns of use**
- **Evidence of community involvement in management and/or developments and results achieved**
- **Appropriate levels of provision of recreational facilities for all sectors of the community**

7. Marketing

- **A marketing strategy should be in place, which is in practice and regularly reviewed**
- **There should be good provision of information to users, e.g. about management strategies, activities, features, ways to get involved**
- **The park/green space should be promoted as a community resource**

8. Management

- **A management plan or strategy should be in place which reflects the aspirations of Local Agenda 21**
- **This should clearly and adequately address all of the above criteria and any other relevant aspects of the park/green space's management**
- **The plan must be actively implemented and regularly reviewed**
- **A financially sound management of the park/green space must also be demonstrated**

Appendix Four: Animal Guidance Notes

Nesting Birds

Nesting birds are protected under the Wildlife and Countryside Act 1981 and it is an offence to intentionally or recklessly:

- kill, injure or take any wild bird

- take, damage or destroy its nest whilst in use or being built (it is important to be aware that nest building starts from the moment the first twig is laid)

- take or destroy its eggs.

To ensure nesting birds are not disturbed

- Hedge maintenance or the cutting of scrubby vegetation should normally be undertaken from December to February inclusive.

- It should not be undertaken between March 1st and July 31st inclusive, unless there are immediate safety issues.

- August should also be avoided whenever possible.

- If it is necessary to undertake maintenance during the nesting season, the hedge or scrub should be checked thoroughly for nests.

- If nests are present, or you are in doubt, work must not proceed unless there is a safety issue.

- In all cases in the summer months, the most limited cut to achieve the objective should be undertaken.

Young Birds

It's common in spring and summer to find young birds sitting on the ground or hopping about without any sign of their parents.

This is perfectly normal, so there's no need to be worried. The parents are probably just away collecting food - or are hidden from view nearby, keeping a watchful eye.

The young of most familiar garden birds fledge once they are fully feathered, but before they're able to fly, they spend a day or two on the ground while their feathers finish developing.

Tawny owl chicks are mobile at a very early age, and can be seen climbing in and around their nest tree before they are even half grown.

If you find a fledgling or young owl, the best thing to do is to leave it where it is.

What if the bird is in danger?

Fledglings should be left where they are, in the care of their parents. Removal of a fledgling from the wild will cut its chances of long-term survival to a small fraction, and should only be done as a very last resort.

If the bird is on a busy path or road or other potentially dangerous, exposed location, it makes sense to pick it up and move it a short distance to a safer place. Make sure you put it down within hearing reach of where it was found so its parents can find it.

Handling a young bird does not cause its parents to abandon it. Birds have a poor sense of smell and do not respond to human smell in the same way as mammals.

Can I put it back in its nest?

If the young bird is unfeathered or covered in fluffy down (a nestling) and has obviously fallen out of a nest by accident, it may be possible to put it back.

If this can't be done, the chick is dependent on humans for survival, and it should be passed on to an expert rehabilitator, such as a local vet.

The RSPB does not run bird hospitals or a rescue service. The [RSPCA](#) (England and Wales), [SSPCA](#) (Scotland) and [USPCA](#) (Northern Ireland) are the national charities that help and advise on sick and injured birds and animals. [Tiggywinkles](#) and The [Swan Sanctuary](#) also take in wild birds in need of care

Bat Found on the Ground

Always wear gloves to handle bats. If you need help, call the Bat Helpline - 0845 1300 228

A bat found on the ground during daylight hours is likely to be in trouble already.



Bats are protected, so it is normally illegal to keep healthy, flying bats, and a license is needed to handle them. However, anyone who finds a bat that is ill or injured may take care of it in whatever way is most humane and practical with the objective of its rehabilitation to the wild. There are a number of experienced bat rehabilitators in the UK, so in these circumstances please contact the Bat Helpline on 0845 1300 228 for assistance - they will be able to put you in touch with your nearest bat rehabilitator.

Hedgehogs

Hedgehogs are a priority species. In the events that ground staff see a hedgehog in one of the parks, please report the sighting to Saskie Laing (RBKC Ecology Service) .

Hedgehogs are often injured by strimming and mowing. In the late-Spring and Summer, hedgehogs like to sleep in long grass. Please check with your foot, for slumbering hogs, before commencing your work.

Hedgehogs are almost totally Nocturnal - they are active only at night, from dusk, onwards, and spend the daylight hours asleep. So, if you find one out in the day, something may be wrong! Very sick hogs/ hoglets found by members of the public, are found wondering (and often wobbling) about in daylight. Sick or injured hedgehogs can be found at any time of the year.

If you find a sick or injured hedgehog, please, wearing a pair of gardening gloves, pick the poor hog up and carefully put him/her in a small cardboard box. Sick hedgehogs, and those in shock, need warmth. Within the bottom of the box, place a hot water-bottle, well wrapped in a towel. obviously, the hedgehog placed on top of the heat-source, not underneath it.

If an injured hedge is found please contact the Ecology Service or contact the British Hedgehog Preservation Society www.britishhedgehogs.org.uk to locate the nearest treatment centre.





