

SPRING FARM PARK

MANAGEMENT PLAN



2019 – 2024



Havering
LONDON BOROUGH

www.havering.gov.uk

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Introduction

The Spring Farm Park Management Plan has been prepared by the London Borough of Havering Public Realm (Parks and Open Spaces) department and represents a five year plan for the Park. The plan was completed in 2019 and will be revised annually until a full update in 2024.

It was recognised that the park given its importance locally required improvements to facilities and standards. As part of this process the plan was produced to reflect these improvements and how the park is managed.

The format of this plan follows the Green Flag Award criteria as this is recognised as the nationally accepted standard of excellence for parks and open spaces. The criteria also reflect a comprehensive and logical breakdown on the complements of how a park is managed. The plan also includes an action plan which is achievable within the remit of current budgets.

The plan has been produced to give the reader a 'virtual' tour of the park and a practical management guide. The key information is in the main body of the plan with more detailed information including policies and examples in the appendix. It is intended for a broad audience interested in the development of the park namely:

- Public Realm staff - Parks and Open Spaces Officers, Grounds Maintenance
- Other services and departments within the London Borough of Havering
- Elected members, ward councillors and portfolio holders
- The community and its representative organisations



Cricket and play area

1. Site Overview

1.1 Havering

The London Borough of Havering is London's third largest borough. The north and east boundaries border the rolling Essex countryside and the south covers three miles of River Thames frontage. To the west Havering is bordered by the boroughs of Redbridge and Barking and Dagenham.

The name 'Havering' originates from the Royal Liberty of Havering, to which Edward IV granted a charter in 1465. The area's history stretches back to Roman times with early settlements at Rainham and Collier Row. The London Borough of Havering was created in 1965 by the merger of Romford and Hornchurch Urban District Councils. The name of Havering was finally agreed as a combination of the town names was not allowed. The idea of blending the two names was never a serious consideration. Armorial bearings were granted at the time of the formation. The motto 'liberty' represents the present free and democratic way of life but is inspired by the fact that Havering was mostly a part of the royal liberty of Havering – Atte – Bower from 1465 – 1892.



London Borough of Havering Location Plan

Many of Havering's open spaces and public parks have a long and rich history. Some are former private estates with historical and heritage importance including Bedford's Park, Clockhouse Gardens, Parklands Park and Langton's Gardens. Well known landscape architects such as Humphrey Repton designed some open spaces within Havering e.g. Langton's Gardens and many parks were developed in the twentieth century e.g. Upminster, Rise and Lawns Parks.

There is a large amount of countryside, especially in the north of the borough, with a good Public Rights of Way network and 4 country parks. There are also a wide variety of urban spaces from ornamental gardens to large municipal parks.

1.2 The Strategic Framework

Information how this Management Plan fits within the national, regional and local context for parks and open spaces can be found in Appendix 1.

1.3 Site Description

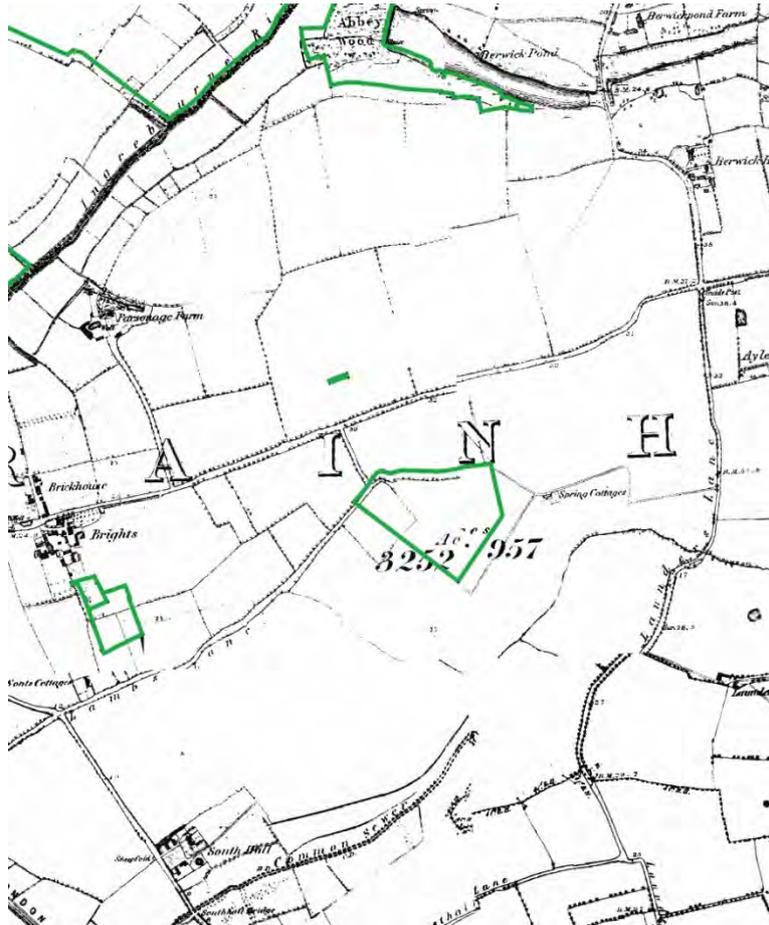
Spring Farm Park covers an area of 6.371 Ha with the park is mainly set to grassland. The park has two main entrances one on Maclennan Ave and the other on Lambs Lane with a minor entrance on Acer Ave. The park has a number of formal features on the southern and western side such as play area, multi-use games area, outdoor gym and tennis courts. The southern side of the park also has a wildflower meadow and more informal native species planting. The central grass land is marked out for football during the winter and cricket during the summer. On the southern side a cricket pavilion is located and northern side are football changing rooms. The park has a hard surface path that runs around some of the perimeter allowing all year round access to play area and cricket pavilion and changing rooms.

1.4 History

Rainham is recorded in the Domesday Book of 1086 as Raineham and is thought to mean 'homestead or village of a man called Regna', formed from an Old English name and 'hām', meaning settlement.

For much of its history Rainham was an agricultural settlement, using the River Thames for trade. In the 16th century industry was limited to a boat-builder and tannery. There are links between Rainham farms and the City of London from the Middle Ages and after the wharf was redeveloped in the 1720s trade increased; including the bringing of muck from London for use in the fields. By 1929 most of the farmland had been given over to market gardening.

The Murex iron-founders moved to Rainham in 1917 and grew along the river, eventually becoming part of the British Oxygen Company. Away from the river, other industries included brickmaking and after World War II there was a growth in gravel extraction although the area around the Park remained agricultural land well into the 20th century. Spring Cottages are marked on 19th-century maps with much of the surrounding area, including the future site of Spring Farm Park, shown as fields.



1870-1881 Map

At the meeting of the Romford Rural District Council of 30th January 1934 it was resolved to agree the purchase 15.85 acres of land at Spring Farm at a cost of £2400 for use as a public open space. At the Council meeting held on 18th December 1934 the Ministry of Health sanction for a loan to purchase Spring Farm was reported by the Clerk of the Hornchurch urban District Council.

ROMFORD, Jan. 30.
 Mr. H. Gunary, J.P., chairman.

Houses to Let.—The Surveyor (Mr. W. J. Grant) said good progress was being made with the building of ten Council houses in Sunnings Lane, Upminster. He submitted plans for a further six houses in Moor Lane, Cranham, at a cost of £2,000, and said if the houses were let at 7/- a week they would show a profit.—It was agreed to send the scheme to the Minister of Health, and to ask for permission to purchase the necessary land at £400 per acre.—The Surveyor was instructed to prepare plans for a further ten houses on a site adjoining the present one in Sunnings Lane.

Open Space.—It was agreed to purchase a tract of land, 15.85 acres in extent, on Spring Farm, Rainham, for use as an open space, at a cost of £2,400.

Extract from Chelmsford Chronicle 02 February 1934

At the Council Meeting of 17th September 1935, the surveyor produced a plan of the proposed layout for Spring Farm Park. The plan was approved in principle. At the same meeting a report from the Pleasure Grounds, Allotments and Fire Brigade Committee held on 4th September 1935 recorded that Messrs Dobbing and Co. of Sunderland were erecting the fencing at the park. At a previous meeting in March 1935 it had been estimated that £700 was needed for 1.140 yards of "unclimbable fencing with pointed tops" around Spring Farm Park.

At the Hornchurch Council meeting held on 15th October 1935 a letter was read from "the Rainham Cricket Club applying for the use of the Spring Farm Recreation Ground during the 1936 season. It was recommended that a cricket pitch be laid down with turf and "sheep be grazed on the ground to improve its condition for the cricket season of 1936".

At a meeting on the 17th December 1935 the cricket pitch rent was set at £25.00 and a question raised by the cricket club as whether a pavilion would be provided. The surveyor instructed to proceed with the erection of a pavilion and to report on the question of laying on a water supply.

In April 1936, after an inspection, the cricket pitch was found to be unfit to play on and Rainham Cricket Club made other arrangements for the 1936 season. This produced a number of recommendations at the Council meeting held on 21st April 1936 that

- 1) Spring Farm be not opened to the public until the cricket season 1937.**
- 2) The Surveyor be instructed to cover the cricket pitch with fine earth and re-sow with grass seed**
- 3) The Surveyor submit a report to the Special Meeting of the cost of turfing the pitch**
- 4) The Committee visit the ground after the 15th instant and consider further the question of a water supply and the making up of the entrance road "**

Recommendation 1. was rescinded at the meeting held on 16th June 1936 following a motion by Councillor J.R. Wren which was seconded and resolved.

At the following meeting on 20th October it was reported that the pavilion at Spring Farm had been completed and that conveniences were now required. It was recommended that ***"two timber weather boarded W.C.'s be erected and fitted with Elson Chemical Closets, one of the latter being available from the Upminster Recreation Ground"***.

At the Pleasure Grounds, Fire Brigade and Ambulance Committee held on 4th May 1937 a revised layout of the recreation ground was approved and it was agreed that tenders be invited for the erection of a combined shelter, ticket office and tool shed.

SPRING FARM RECREATION GROUND.

FOOTBALL PITCHES.

This Recreation Ground can provide three football pitches and this number was originally laid out this season but only two are in use at the moment. The pavilion recently erected in this ground, was erected chiefly with a view to providing accommodation for Cricket Teams, but also served for dressing room accommodation for football teams. In this connection it should be borne in mind that if the Committee propose to let three football pitches next year the dressing room accommodation in the pavilion will be somewhat congested.

CRICKET PITCH.

The Cricket Pitch has been let to a Club for use during the coming season and the accommodation available is satisfactory in every respect. Visitors have been invited for the laying on of a water service to the pavilion from the water main recently laid by the South Essex Waterworks Company in Lambs Lane. The cricket table will, however, require watering during the coming season and in order to avoid the use of an excessive length of hose, the question of laying a $\frac{1}{2}$ " main to a box near the actual table should receive consideration.

LAYOUT

So far as the layout of this ground is concerned, it is suggested that suitable path should be laid from the existing entrance in Lambs Lane around the boundary as far as the pavilion this coming year. It is not suggested that a continuous border should be made round this path owing to the expensive maintenance of such borders but that trees should be planted around all sides of the ground with the exception of the northern side and that the ground between the suggested path and the boundary fence should be kept as grass land with the exception of a few isolated flower beds set out in this border.

PUTTING GREENS AND TENNIS COURTS.

There are no facilities at the moment for tennis or putting, but the provision of two tennis courts and a putting green should be considered.

CHILDREN'S PLAYGROUND.

The provision of playground appliances for the children should be considered and the cost of suitable appliances is included in the summary. In connection with these suggestions, it is hoped to be able to provide a draft layout for the approval of the Committee at this meeting.

GENERALLY

In connection with the development and laying out of the ground, if the Committee agree to proceed on the lines suggested, the question of supervision will arise. However, allowance should be made for the provision and erection of a suitable tool and mower shed, and it is considered that this accommodation should best be provided by a combined shelter, ticket office and tool and mower shed, as recently erected in other grounds. The question of supervision is dealt with later.

FENCING

This ground is completely fenced around its boundaries and the brick wall abutting on the new cemetery has practically been completed. The fencing displaced by this wall has been removed to Tylands Recreation Ground for re-erection.

SUMMARY OF ESTIMATED COSTS.

	£.	s.	d.
Shelter, tool shed etc.	120.	0.	0.
Paths, Layout etc.	300.	0.	0.
Traces	75.	0.	0.
Water service to cricket pitch	20.	0.	0.
Children's Playground and Appliances	150.	0.	0.
Two hard Tennis Courts	250.	0.	0.
Putting Green	50.	0.	0.

Hornchurch UDC Surveyors report of 29th January 1937 to Parks Committee

How much of the items listed in the report happened before the outbreak of WW2 is unsure but during World War 2 the land was used for food production but in 1946 it was reinstated as a public park and work began in creating a useable recreation ground.

In 1947 / 48 2 hard surface tennis courts and a paddling pool were constructed along with a putting green.

1950 / 51 saw an additional two hard surface tennis courts, resurfacing of footpaths and construction of new ones.

1951 / 52 additional play equipment was installed

1952/53 New Entrance gates were installed at Maclennan Ave entrance

1953/54 a water garden was created.

Unfortunately the original cricket pavilion was maliciously burnt down in 1959 and a new cricket pavilion was built in in 1960/61.

A Park house was also built in 1962, since sold off around 2007, and around the same time hot water and showers installed in the football changing rooms.

Also to provide protection from the prevailing wind the shrubbery on the south side was extended and enhanced with the planting of Lombardy Poplars.

Some time around 1970, following complaints from adjacent householders, agreements were entered into with the developer of adjoining land to leave an area for car parking. This area was closed as a car park in the mid 2000's following complaints from residents!

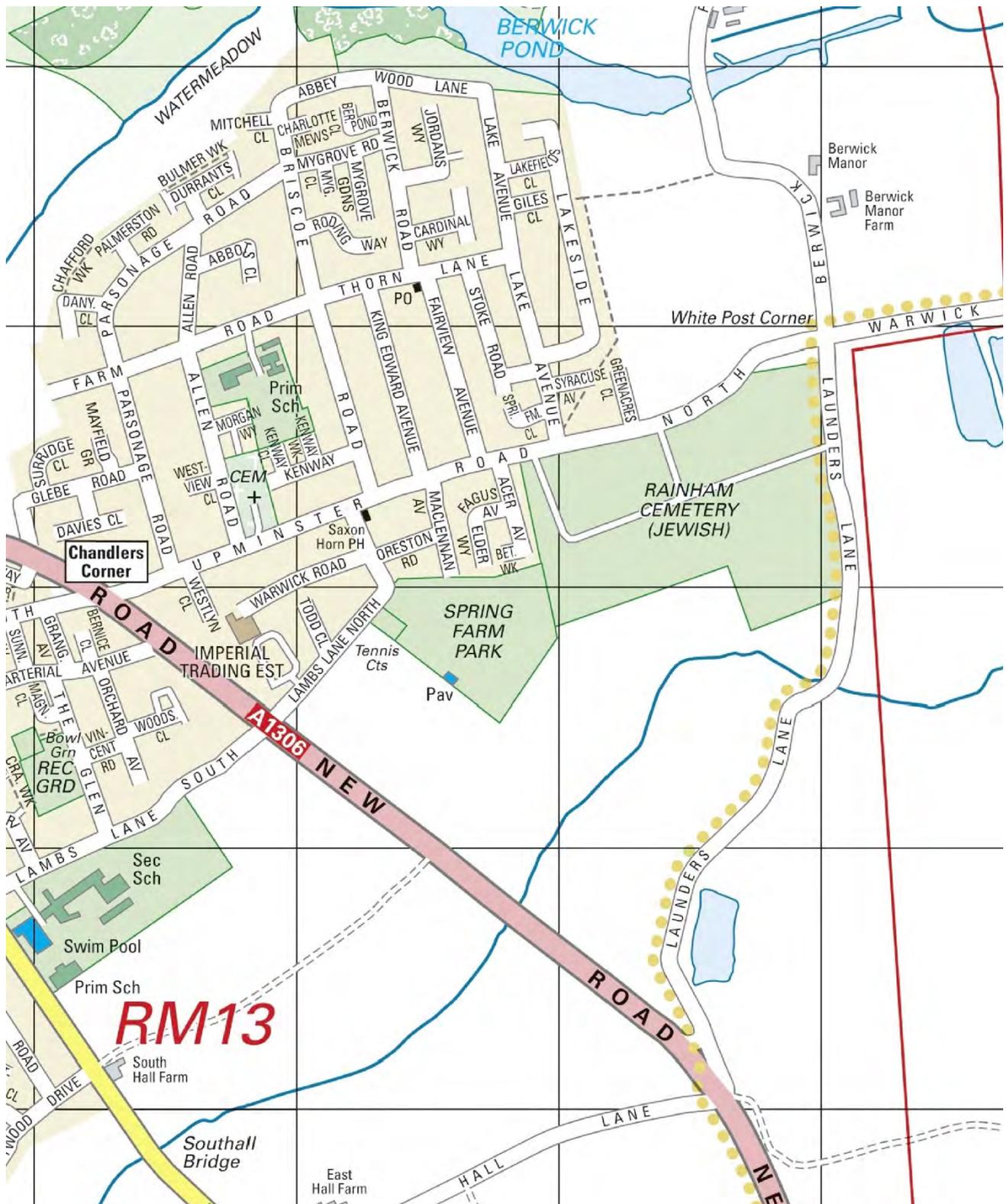
The park also had public toilets, attached to the football changing rooms, that were closed when the staff cuts in the 1970's and 1980's reduced staffing numbers across many parks. Around this time also saw the closure of the putting green.

In 2008 there was a refurbishment of the play area during which the outdoor gym area and multi use games area was added and the now disused paddling pool removed. A new metal roof was added to the cricket pavilion around this time as well and the rear of the pavilion enclosed with fencing to make a secure compound.

In 2017 two sown wildflower areas were created on the south side of the park to enhance the area managed for wildlife.

Additional improvements have and are being made at time of writing, such as entrance works and new planting.

1.5 Location and Transport Links



Location map of Spring Farm Park



Spring Farm Park Aerial Photo



Site Map

1.5.1 Address

Spring Farm Park
Lambs Lane
Rainham
RM13 9XF

1.5.2 Bus

The 165 route southbound from The Brewery, Romford alighting King Edward Ave or northbound from Abbey Wood Lane, Rainham alighting at Acer Ave.

The 287 route eastbound from Barking Station alighting at King Edward Ave or westbound from Abbey Wood Lane alighting at Acer Ave.

1.5.3 By car

Lambs Lane

Rainham

RM13 9XF

Or

Maclennan Ave

Rainham

RM13 9SS

Or

Acer Ave

Rainham

RM13 9ST

1.5.4 By train

1.7 miles from Rainham Station on the C2C Fenchurch Street to Grays Line.

4 miles from Elm Park Station on the District line



View of Beech Hedge towards play area

2. A Welcoming Place

2.1 Entrance points

The entrances into the park must be inviting to attract users. Therefore they are kept open, well maintained, have entrance signage displaying key information, have suitable landscaping to create a good first impression of the park and be accessible to all users.

2.1.1 Maclennan Ave

This Entrance consists of a double gate vehicle and pedestrian entrance with ornamental railings. This entrance is to be refurbished over Winter 2019/20



Maclennon Avenue entrance

2.1.2 Lambs Lane

A single pedestrian gate entrance with DDA path.



Lambs Lane entrance

2.1.3 Acer Avenue

A double gated entrance for service vehicles and pedestrians users. This entrance is due to be redesigned over the winter period 2019/20



Acer Avenue entrance

2.2 Information boards

New entrance boards are being installed at the three entrance points. These boards are in keeping with the standard that is use across the majority of Havering Councils Parks and Open Space. They have contact information, a brief history of the site, ecology information and a map of the site. They also contain an A3 size notice board.



Example of sign style

2.3 Accessibility

There is a hard surface path that links Lambs Lane and Maclennan Ave entrances with the play area, football changing rooms and cricket pavilion. There are also a number of hard surface paths within the play area to allow better access. Plans are also in place to create a better hard surface path from the Acer Avenue entrance



Path from play area to Maclennan Ave

3. Healthy, Safe and Secure

3.1 Health and Safety Systems

Health and Safety is paramount to Havering Parks and Open Spaces Service. Health and Safety is instilled in all of the working practices and complies with Havering's Health and Safety Policy, Havering's Parks and Open Spaces safe working practice and relevant safety legislation.

3.1.1 Training

All staff to receive training to enable them to carry out all tasks asked of them. This ranges from on-site instruction to a training course or qualification, as determined through appraisals and one to ones. Course can be provided externally for job specific training, e.g. operating hazardous tools and equipment, or corporately provided for generic subjects, e.g. first aid.

3.1.2. Communication

There are many avenues for communication of Health and Safety issues, to report incidents and raise concerns. These include Health and Safety Working Groups that include representatives from each department, e.g. Public Realm, team briefings/meetings, health and safety notice boards, Departmental Health and Safety Committee (union representative) meetings, staff appraisals and verbal briefings.

3.1.2. Co-operation

All staff are required to comply with health and safety measures and managers are encouraged to promote a positive safety culture.

3.1.2. Monitoring

Accident and Incident Reporting (AIR) provides a means of reactive monitoring and a good way of introducing preventative measures. Reporting is presented at CRM and the Health and Safety Working Groups.

Annual surveys are carried out by the departments corporate Health and Safety Advisor. These include a desktop assessment for the section, e.g. Parks and Open Spaces, and then site surveys (mainly in depots) if necessary.

3.1.3 Personal Protective Equipment (PPE)

There is a minimum standard of equipment required for park maintenance staff. All other PPE required is supplied and must be worn when completing tasks. All PPE is correctly stored. Damaged, worn or out of date PPE is replaced.

3.1.4 Vehicle, Machinery and Tools

All equipment must be regularly serviced and repaired and all staff are given training on equipment that they are required to use. In some cases certificates of competence are required before equipment can be used. Only operatives with the correct certification are permitted to use the corresponding equipment.

3.1.5 Chemicals

The Parks and Open Spaces Section comply with the Control of Substances Hazardous to Health Regulations 1994. The Food and Environment Protection Act (Pesticide Regulations) 1984 and has a policy for the Pesticide Reduction. Full Pesticide Reduction Policy can be found at Appendix 3.

3.1.6 Welfare

All workplaces comply with the Workplace Health, Safety and Welfare Regulations 1992.

3.1.7 First Aid

Each office and depot has at least one trained in first aid and has a fully stocked first aid kit as to all vehicles. It is the responsibility of the service manager to ensure that the first aid kit is fully stocked at all times.

3.1.8. Fire

All managers must ensure that they are familiar with fire prevention and understand the use of various types of extinguishers. Fire extinguishers in depots and vehicles are checked annually by a specialist contractor under the Council's Corporate Landlord Agreement.

3.1.9 Risk Assessments

Parks are not risk assessed individually but risk assessments are carried out on the features of parks, the operations that occur within them, e.g. grounds maintenance, and any events or activities that take place. Operational risk assessments, e.g. grass cutting, are filed and kept in the relevant depots and park features, e.g. waterbodies, are kept in the parks management office, and communicated to all staff.

Risk assessments are produced by management staff but are checked by the Corporate Health and Safety Advisor as part of the annual survey. They will also assist in the production of risk assessments for new issues or operations, e.g. conservation areas.

Examples can be found in the Appendix 4. In addition to the operational tasks, the following risk assessments apply to St Andrews Park:

- Conservation/meadow areas
- Shrubberies and hedgerows
- Sports Pitches
- Parks Furniture
- Gates and fences and bollards
- Hard surfaces
- Play areas
- Sports and recreation areas

3.2 Parks Protection Service

The Parks Protection Service (PPS) was established in 2010. The early structure of the team, at the time, allowed for Parks Protection Officers (PPOs) to be engaged for the role, employed as agency workers. A 'pool' of staff were therefore recruited, chosen on experience, training and competency. Four of the more competent workers were frequently used to cover shifts with others, being used as 'reserves'.

In 2012 full-time posts were established to replace the need to use agency workers as core staff. The team now have five senior permanent staff (one manager and four officers) and use a 'pool' of reserves renamed Parks Protection Support Officers (PPSOs) when necessary, e.g. essential staff-cover and specific operations.

In 2016 the full-time officers were attested as constables to assist with effective byelaw enforcement in parks. A copy of the byelaws can be found in Appendix 5.



The Parks Constabulary

The team works 7 days a week and covers key times throughout the day and evenings. They are based centrally in the borough, at The Lodge in Raphael Park, Romford and travel using motorbikes and an off-road vehicle. Therefore they can respond to incidents quickly and can effectively patrol Havering sites.

The primary purpose of the team is to maintain the borough's parks and open spaces as safe and pleasant places for people to visit. This involves regular targeted policing patrols, enforcing byelaws and other relevant legislation and enactments, meanwhile liaising closely with the community. A full copy of the borough's Pleasure Ground Byelaws is in the appendix. The team also liaise and work in partnership with the police, fire service, ambulance service, borough dog warden and wildlife rescue services.

Another part of their role is to educate park users from school children to those responsible for anti-social behaviour. They have a flexible approach to dealing with offenders which doesn't have to involve formal enforcement measures where appropriate. For example with first offenders of relatively minor incidents an informal warning is a sufficient deterrent, and assists with the positive reputation of the team. However when required the team will take

the necessary enforcement action proportionate to the offence. This can be from a written warning, fixed penalty notice or prosecution through the courts.

Usually during the winter months the team visit schools within the borough to carry out presentations on safety in parks called 'The Parks Protection Roadshow'. This helps educate young people in the borough respect their parks and also protect themselves.



'Parks Protection Roadshow' presentation

The establishment of this service has meant Havering Council is able to address crime and anti-social behaviour in our parks. An example of previous effective team action, is the reduction of motorbikes unlawfully using green spaces, causing risk of harm towards other parks users. The team have successfully deterred some riders from regularly entering our sites, meanwhile using their enforcement powers under Byelaws and related enactments to prosecute the worst offenders, removing those vehicles from causing further risk in parks. The Parks Protection Service, as a whole, have also taken a lead role in deterrence and engagement with travellers during unlawful incursions. On these occasions, the Team have ensured that Havering's parks continue to be safe for the public to use, reducing serious littering, deterring organised fly tipping and other anti-social behaviour, ensuring their stay is kept to a minimum timescale, in close liaison with the Havering Council Planning Team.



One of Parks Protection Service off-road bikes used for rapid response

In recent years anti-social behaviour in Spring Farm Park, as with most of the borough's parks, has been very minimal due to the regular patrols and effective intervention carried out by the team. In the period Apr 2018 to Oct 2019 the team patrolled the park 157 times with 57 prompted by calls.

3.3 Parks Locking

Park gates and barriers that are closed in the evening are also managed by the Parks Protection Service. They have a Park Gates Supervisor who manages a further small security team of Gate Operatives. Parks Constables will assist in the locking and unlocking of gates and barriers, where it is required to reduce crime or antisocial behaviour. As part of this duty they use marked council vehicles with flashing warning lights and on locking enter the park ringing a bell to announce closing time.

Spring farm Park is fully fenced with entrance gates at Lambs Lane, Maclennon Ave and Acer Ave. These are secured each evening half an hour after dusk and opened each morning by 8am.

3.4 Infrastructure

Repairs needed to the pathways, fencing, gates, signs and other items are carried out either by the in-house Parks Maintenance team (Supervisor and Assistant) in the first instance or if a more specialist repair or replacement is required a contractor is arranged through the Parks Development Team.

The majority of work is undertaken by the Parks Maintenance team who are trained to weld, cut and work in play areas. Job sheets are allocated on the following priorities and an example can be found in Appendix 6.

Emergency (will be phoned through then followed up with job sheet) – same day

High – within one week

Medium – one month

Low – as soon as possible (these are usually carried out when the team are next in that area and have the time to complete the work)

The team’s workload is then managed by having quarterly meetings with the Parks Development team to assess the outstanding job sheets and help further prioritise them. In most cases it will be ranking the medium and low priority jobs.



Parks Maintenance Supervisor removing damaged fencing

3.5 Parks Monitoring

There is a parks monitoring system that is carried out by Parks Development Officers and covers both the grounds maintenance standards and condition of infrastructure. This includes regularly checking paths, furniture, fencing and gates. Items or work are assessed on an A to D score, with the following actions:

A	(Good Standard)		No action
B	(Satisfactory standard)	Low risk	Monitor
C	(Unsatisfactory Standard - minor concerns)	Medium Risk	Appropriate action within available resources and individual site assessment
D	(Poor standard - major concerns)	High Risk	Immediate action to bring to a satisfactory standard and/or make the area safe

Standards are assessed using a manual which has photos and descriptions for each area. This was produced using examples from within the borough and the London Parks Benchmarking Group's 'Quality Manual'. It is a 'live' document and will be updated with new photos when necessary.

Any required actions are recorded and either dealt with by the Parks Officer or reported to the relevant officer or contractor.

The frequency of monitoring is dictated by a hierarchy of Parks. This list saw Parks and Open Spaces categorised according to use, facilities and location. The frequencies were agreed by the Council's Insurance and Health and Safety departments and are listed below.

Top 20 Parks – Monitored monthly.

Top 25 open spaces monitored a minimum of six monthly.

Others monitored a minimum of once a year.

Spring Farm Park is categorised as a top 20 park and has a full inspection monthly. A copy of a parks monitoring form can be found in the Appendix 7.



Spring Farm Park play area

4. Maintenance of equipment, buildings and landscape

4.1 Grounds maintenance

Except specialist weed treatment and arboriculture all operations in parks are carried out by an in house Grounds Maintenance team within the Public Realm department. Work is carried out to a specification, found on the Parks W drive under W:\data03\PARKS\James\GM Spec and is available on request. The index page showing the items in the specification is in the Appendix 8. This was produced using best practice from the London Parks Benchmarking Group's Specification, whilst ensuring it suited Havering's requirements and budget. Although the items in the specification form the basis of all operations and standards of work, there is considerable flexibility in the fact that the teams are managed in house as both the Parks Development team and the Grounds maintenance manager work closely together and report to the same group manager.

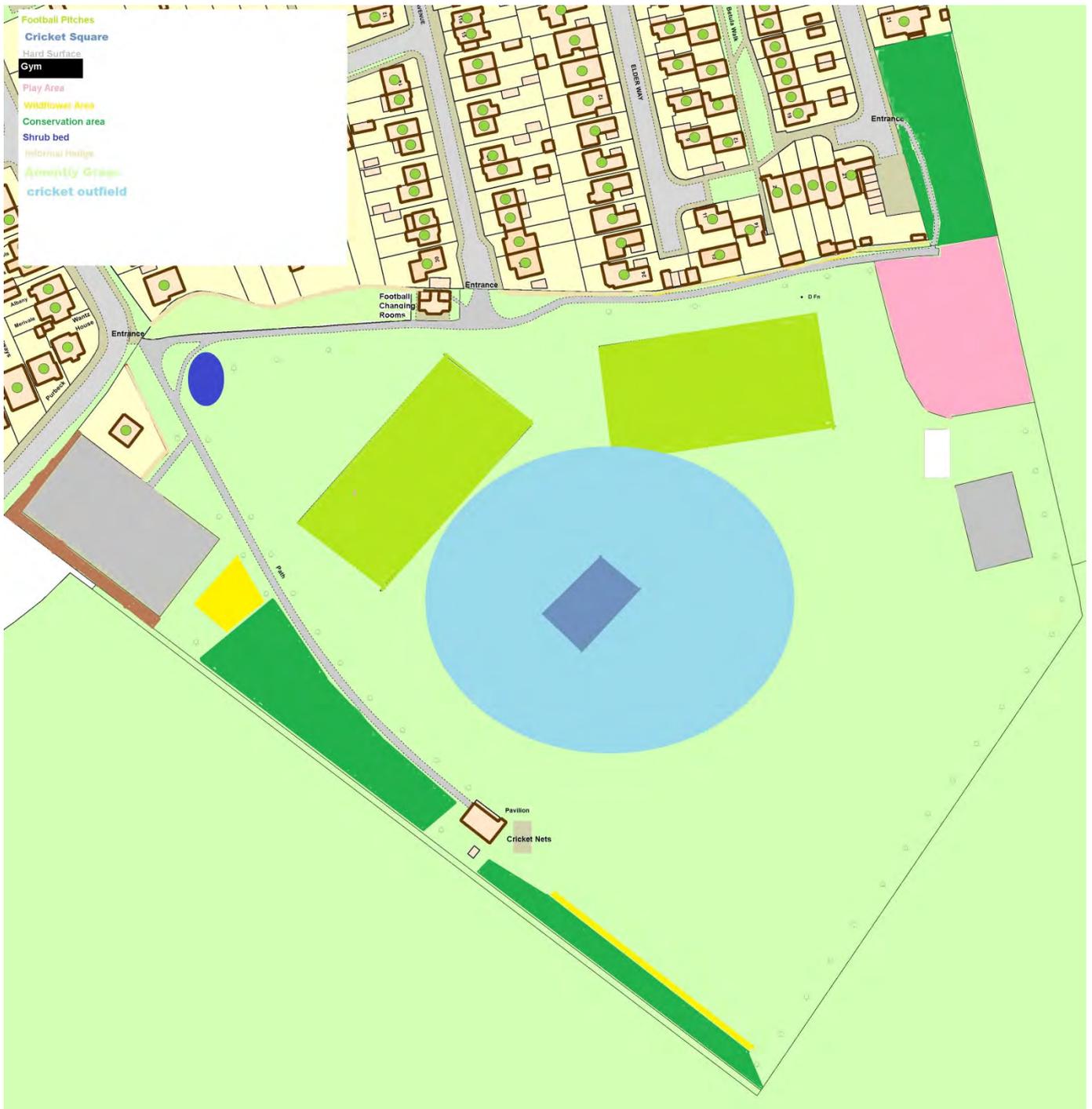
The various landscape features, e.g. sports pitches, grassland, play areas, buildings, are illustrated on a plan of the park using different colours, e.g. brown for woodland, dark green for conservation area, pink for play area, etc This is used predominately by operational staff as a guide. This is especially useful for the maintenance of conservation areas for the tractor drivers who carry out gang-mowing. The only features not shown on the plan are individual or small groups of trees as arboriculture is managed separately.

The Grounds Maintenance team are split into 3 zones, North, Central and South, each with their own depot. The depot in the North is also the base for the Tractor Services unit. Each zone has a Supervisor and Charge-hands. The Grounds Maintenance Manager is based in the Public Realm Office and works alongside the Parks Development team.

The southern team (based at Upminster Park) look after Spring Farm Park and 2 members of staff carry out the majority of works all year round.



Grounds Maintenance planting new bulbs at Spring Farm Park



Landscape Map

4.1.1 Amenity Grass

Amenity grass is those areas used for general recreation and formal and informal sports and can include wide open spaces or those areas planted with trees and shrubs. The height of this grass is cut to 25mm throughout the year. The grass clippings are allowed and not collected. The grass is cut with tractor mounted gang mowers and ride on triples. Areas where the mowers cannot access and grass around obstacles are cut using strimmers.

4.1.2 Sports Grass

Sports grass is maintained on the winter pitches (football). This is maintained using the same mowing frequency and height of cut as amenity grass, however due to the amount of

use on these areas the pitches are solid tined to allow water to drain and a drag mat is taken across the pitches monthly to keep the surface flat. Pitches are marked out fortnightly and during particularly wet periods the pitches are checked at the end of each week for playability and if necessary matches have to be postponed.

Major repair works to the sports pitches will be carried out in late spring, with some areas (particularly goalmouths) being levelled and reseeded.

4.1.3 Shrub beds

Shrub beds need to be managed to maintain healthy stocks of plants, pruning as necessary and as appropriate for the plant species to remove dead and damaged branches and to retain a natural shape. A count of dead plants will be carried out each autumn and replacement plants will be planted between November to March each year in order to maintain the character of the bed. Replacement planting will use species with a form and flowering habit which is appropriate for the plant's position in the bed (lower growing at the front, taller in the middle) both to improve the appearance of the feature and minimise the need for pruning to restrain unwanted growth.

The bed at the Bellevue Road Entrance has also been planted with plants that are more likely to attract bees and butterflies.

4.1.4 Hedges

Hedges are split into formal and informal.

Formal hedges are cut and faced over each winter with mixture offhand held power tools and tractor services tractor mounted finger mower. During the summer only essential cutting back work is carried out so as not to disturb nesting birds.

Informal hedges are cut with the use tractor based implements during winter months when necessary to ensure an optimum height and spread is kept.



Informal Beech Hedge in Spring Farm Park

4.2 Arboricultural Maintenance

Trees in parks are managed by an Arboriculture Officer based within the Public Realm Highways Tree Team. Parks officers carry out basic visual inspections of trees as part of general park inspections and then any issues are reported to the Arboriculture Officer. They will then carry out a more detailed inspection and if necessary raise a works order with the borough's external contractor using schedules of rates. They will also deal with all contact from the public who have concerns about trees either in the parks they visit or close to their property.

The Council's current Tree Strategy was produced in 2009 by the Highways Tree Team, who manage all tree stock in the borough, and at the time the management of parks was not as formal. There is no specific mention of parks in the strategy but this used as the basis for the management of Parks Trees. When the strategy is updated in 2020 the management of parks trees will be included. A copy can be found in Appendix 9.

A 3 / 5 year survey of parks trees (depending on location) was completed in 2019. This informs the future proactive management of the tree stock. The existing database and mapping system used for highways trees was used.

Tree planting has taken place in the park towards the southern and western boundaries where it was very open. Suitable species were chosen for the sometimes wet ground conditions.



Cherry in autumn colour at Spring Farm Park

4.3 Vehicles and plant maintenance

The Grounds Maintenance team have a fleet of tractors which power gang-mowers, flails, batwing topper, hedge cutters and a collector mower. They also use triple and out-front mowers for smaller areas within the park.

All fleet vehicles are checked prior to use every day and a corporate vehicle check sheet filled out, an example is at Appendix 10. All vehicles are also fitted with a tracker for security purposes.

All the GM Fleet vehicles and ride on machines are maintained owned by the council and repaired by our in-house transport department. The tractor fleet is on a 5 year contract hire arrangement with the supplying dealer, repairs and maintenance are carried out as part of a service contract with the Transport Services department. Small items of plant (strimmers, hedgetrimmers etc.) are maintained by a specialist external contractor who visits depots at Gidea Park on a regular basis.

4.4 Parks Furniture

All Parks Furniture is inspected as part of the Parks monitoring system and graded A to D as appropriate. Repairs or removal and replacements are actioned as appropriate.

Park benches have been selected as metal frame and slats that better withstand vandalism and are easier for the Parks Fitter to repair. Parks furniture is also of the same colour, RAL 6005, therefore making it easier to repaint.



Standard Park Bench

The Parks and Open Spaces Service are also changing its standard bin to one that is larger and more robust as previous bins suffered badly with corrosion. This is on a rolling program and Spring Farm Park's bins are changing over to this new type. The larger capacity means they can hold dog waste. In parks where the new bins are being installed the old dog bins are being removed. People are encouraged to use the new dual-use bins by signage on the bins, around the park, on social media, and when necessary through contact with the Parks Protection Service.



Dual-use bin

4.5 Play and Recreation

4.5.1 Multiuse games area

A multi-use games area (MUGA) was constructed in the park in 2008. The MUGA is maintained to the same standards as the play equipment on the site. Inspections are carried out on a daily basis and the Parks Fitter undertakes regular full service checks and carries out any repairs that are required.



Spring Farm Park MUGA

4.5.2 Outdoor Gym

In 2008 a four piece outdoor gym was installed at Spring Farm Park. It is located south of the play area, between the play area and MUGA. The equipment is also included in the same inspection regime as play areas (see 4.5.4).



Spring Farm Park Outdoor Gym area

4.5.3 Tennis courts

There are four tennis hard surface courts situated within the Park. These courts are free and open for people to turn up and play. Work was carried out in 2019 to improve these. The outer fence repaired, the inner fence removed and a vehicle gate installed which allows access by a sweeper. More work is planned in 2020 for further surface improvements.



Spring Farm Park tennis courts

4.5.4 Play area

Spring Farm Park play area is located in the north east corner of the Park in a fenced area. The play area was refurbished in 2008 and the equipment caters for a good range of ages. The play area is mostly laid to grass but has a hard surface path leading to most of the equipment.



Spring Farm Park Play area

Play areas are subject to three types of inspection.

Basic visual inspection

This is carried out by RoSPA trained Grounds Maintenance operatives at specific frequencies throughout the week. Each inspection is logged on a visual inspection sheet, an example of which is in Appendix 11. These sheets are then fed back to the Parks Development Officers to be actioned as appropriate, e.g. repair, take out of action or monitor. The frequency of these checks varies as it is decided on a usage and fault finding basis. The large majority of repairs are carried out by the Parks Maintenance team (Supervisor and Assistant). If necessary a specialist play area manufacturer will be used.

Operational Inspection

This is a more in depth inspection and is carried out by the RoSPA trained Parks Maintenance Supervisor. They will check bearings, chains. Links nuts and bolts etc and have the equipment to carry out many repairs. These checks are recorded, example in Appendix 12, and any faults that cannot be rectified reported to the Parks team and if necessary the item taken out of use until repaired. The fitter carried out these inspections on a quarterly basis.

Independent annual check

This is carried out by a reputable organisation such as RoSPA on an annual basis. The outcomes of their report are used to set a work program in for the Parks Maintenance team

and feeds into budget planning of the Parks Development Team. It is very rare that high risk items are found in our parks and none have been identified in St Andrews Park. Therefore mainly the medium risk items are prioritised for the year. These are found on the W drive under Parks Inspections.

As well as the above there is also ad hoc inspections by the Parks Development Officers that back up the formal inspections and also ensure a quality check on the visual inspections.

4.6 Parks Buildings

Park buildings come under two headings. Leased buildings where there is minimal council involvement and most maintenance is the responsibility of the lessee under a full repairing lease, or buildings where all maintenance is carried out by the Council under its Corporate Landlord Agreement managed by the Asset Management department.

Spring Farm Park has two buildings, both managed under corporate Landlord.

4.6.1 Football Changing Rooms

The changing rooms are situated in the northern part of the Park, located next to the MacLennan Ave entrance. They are within a fenced compound and are made up for three changing areas, a shower room and toilet (situated on the west side of the building with separate entrance). Work was carried out in 2017 to improve the toilets with new floor, urinals, sinks and hand driers and redecoration generally. These changing rooms are used by the football teams who lease the pitches over winter.



Football Changing Rooms

4.6.2 Cricket Pavilion

The cricket pavilion sits on the south side of the Park and has an extensive compound associated with it to the side and rear. It consists of a main/ bar area two changing rooms, kitchen, storage rooms, toilets and showers. Work was carried out by the council in 2017 to improve the flooring in the changing area and improve the toilet area. Funding via Veolia was also sort to increase the compound area to make use of the cricket club equipment easier. On top of this the cricket and football club that use the building also paid to improve the frontage of the pavilion and redecorate the inside of the bar area. The pavilion is used by Rainham Cricket and Football club



Spring Farm Park Cricket Pavilion

5. Litter, Cleanliness and Vandalism

5.1 Litter Management

The Park is litter picked and bins emptied twice a week at most times during the year. During busy periods, e.g. summer months, the frequency is increased. This is carried out by the Grounds Maintenance team in the southern zone.

The park now has bigger dual-use bins for both litter and dog waste so there is no longer a need for dedicated dog waste bins. All waste is transported to the East London Waste Authority site at Frog Island in Rainham for sorting.

The Parks Protection Service can issue Fixed Penalty Notices for littering but have not had to do so in Spring Farm Park.

5.2 Sweeping

Sweeping hard surfaces in parks is carried by the Street Cleansing team. This means that Parks have access to a greater choice of machines and time to carry out sweeping operations as this service operates seven days a week and into the evenings. Spring Farm Park is swept on a weekly basis.

5.3 Graffiti

Graffiti removal is undertaken by the Street Cleansing Graffiti team. However Parks Officers and the Parks Protection Service also have small graffiti removal kits to deal with small scale material when practicable. Offensive graffiti is removed within 24 hours and if it is reported to the Parks team, officers will usually deal with this. Non-offensive is removed with 28 days and is usually dealt with by the Graffiti team



Park Rangers and Parks Protection Officer remove graffiti using wipes

5.4 Fly tipping

Fly tipping is removed by the Grounds Maintenance litter picking teams, with larger items removed by the grab lorry. The exception is where there is suspected asbestos when the Council's Asbestos unit will arrange the removal. Where possible prior to removal the Parks Protection Service will inspect fly tipping in an effort to collate evidence for prosecution. However it is very rare that any details are found. All fly tipping is logged and recorded corporately to monitor hotspots and patterns. There is no park specific data but incidents are low in comparison to highways and housing areas.

Hotspots in parks are usually in car parks and to prevent this barriers are in place to close areas at night. In particularly vulnerable areas height barriers are also in place to stop large vehicles entering.

5.5 Reporting

Apart from Council staff there are a number of options for public reporting of vandalism, litter, fly tipping and graffiti. The council has recently adopted an online system of reporting through the website, www.havering.gov.uk. However Park notice boards also contain a dedicated phone number for the Parks Team and an out of hour's number. The Parks Protection Team also have their own dedicated mobile number and have advertised this frequently on social media sites and have giving out numerous contact cards. They have also recruited a number Park Watchers who are happy to feed information back to them.

5.6 Dog fouling

The Parks Development team make efforts to educate dog owners to be responsible, particularly close to areas where people are liable to be eating or children playing. Signs are clearly displayed to inform dog owners that:

- They should not allow their dogs to foul the area;
- If their dogs do foul the surfaces, dog owners should clean up after them and deposit the faeces in one of the dog waste bins on the site.

The Parks Protection Service is able to issue Fixed Penalty Notices (FPN's) for dog fouling, where the owner fails to pick up, but have not done so in Spring Farm Park to date.



Dog Watch advert

6. Environmental Sustainability

6.1 Energy Sustainability

In section B of the Climate Change Action Plan (Fleet, Transport & Machinery), the Grounds Maintenance team have been examining their use of vehicles. One result of this is the purchase of a number of electric 'Gator' utility vehicles for use in Parks operations. This vehicle is plugged into a socket in the depot and one overnight charge can last for one week. These are particularly useful in urban parks that are relatively flat. Although these do not negate the need for diesel vehicles but it has helped to cut down in use and reduce emissions. Spring Farm Park has lent itself to this type of vehicle which is sometimes used by the staff working within the park.



Electric Gator utility vehicle

Another operational factor is the number times the Grounds Maintenance vehicles visit the waste and recycling centre. Central collection areas in some park depots have now been dedicated for collection of loose and bagged waste from the rounds carried out by the litter picking teams. This is then collected by the Street Cleansing mini-compactor lorries as part of their rounds. This reduces the number of vehicles and fuel used to transport waste to the WRC. This is currently only being run in parks in the North of the borough as the WRC is in the South of the borough, hence the need to reduce the time vehicles spend travelling from one end of the borough to the other. This will then be implemented in the central part of the borough and possibly some of the larger parks in the South of the borough.

6.2 Peat use.

The Parks and Open Spaces Service have a no peat use policy; as such no peat based products are bought or used. See Appendix 13.

6.3 Waste Minimisation

6.3.1 Litter and recycling

Waste in Havering is dealt with by the East London Waste Authority (ELWA) and litter collected in Parks is transported to their Frog Island site in Rainham. The ELWA was established on 1 January 1986 as a Statutory Waste Disposal Authority (WDA), responsible for the disposal of waste from the London Boroughs of Barking and Dagenham, Havering, Newham and Redbridge.

In 1996, ELWA developed the Integrated Waste Management Strategy (IWMS), aimed at dramatically increasing recycling and composting and reducing the amount of waste sent to landfill. The strategy was designed to strike the best possible balance between costs and environmental impact. In 2002, ELWA signed a 25 year contract with Shanks PLC, a leading waste management company, to deliver the IWMS. Over the course of the contract Shanks will invest over £100 million in new and improved facilities to treat and manage waste and recycling.



Frog Island Waste Management Facility

The plant at Frog Island handles household waste and recyclable materials from mainly Barking & Dagenham and Havering. This also applies for parks waste. Recyclables are sent to a Materials Recycling Facility for processing. Residual waste undergoes Mechanical Biological Treatment. The treatment separates materials for recycling and produces a Solid Recovered Fuel (SRF) that can be used to replace fossil fuels in the generation of energy. This reduces waste to landfill by up to 80%.

6.3.2. Mini Recycling Centres



Havering offers a doorstep collection for much recycling but also some Parks sites have mini recycling centres that allow residents to recycle glass, cans, plastic bottles and paper. These have recently been revamped, placing the containers into housing units decorated with Borough photos, to make them more user-friendly. As there is no car park at Spring Farm Park it cannot have one of these but others are located a short distance away the town centre.

6.3.3 Composting

In 2015 Grounds maintenance purchased a composter allowing the service to become self-sufficient for compost.



Composter in action

This is sited at our Bedfords Park Depot. Green waste is collected at strategic points across the borough, to reduce journey times by Grounds Maintenance vehicles, and transported up to the depot for processing. The waste is processed into compost and stored in bays that allow the staff to monitor the compost and use in order as it is ready.



Compost bays in the dedicated yard

Since this operation started 150 of tonnage has been diverted from Frog Island and to our own compost operations. Material is used when improving soil in park shrub beds such as in Spring Farm Park.

6.4 Pesticide use

Havering's Parks team has developed a pesticide (reduction) strategy aimed at minimising the use of pesticides and the risks which pesticides can present. This can be found in Appendix 3.

Where possible non-chemical alternative methods of control are used which included

Toleration

Mulching

Hoeing

Strimming

Manual Weeding

Burning

Planting Densities

These are not listed in any form of order as each area will have its own peculiarities that dictate the method used.

7. Conservation and Heritage

7.1 Conservation of natural features, wild fauna, flora

7.1.1 Grassland

Grass with naturalised bulbs is not cut until after the bulbs have set, some 6 to 8 weeks after the cessation of flowering. The first cut is usually fairly high; to cut and remove the long grass and bulb leaves, with a subsequent cut to bring the grass down to the amenity grass level.

7.1.2 Wildflower Meadow

The wildflower areas have been sowed with a different mix of wildflower seed. In the past they were rotavated and re seeded annually with an annual mix in late spring. As a trial last year they were seeded with a new mix of 20% annual and 80% perineal to reduce the seeding burden very year. This still produced a show last year and we now wait to see the results this year as the 2nd year onward should show better results. This will be monitored to this year in the meadows to see if it has been effective.



Wildflower meadow at Spring Farm Park

7.1.3 Conservation areas

There is a small conservation area at Spring Farm Park on the southern boundary of the site.

Where they are mainly grass conservation areas are treated area similar to wildflower meadows but topped at appropriate times (outside of nesting season) throughout the growing season. They are then flailed at the end of the year. This still allows a richer biodiversity than amenity grass but does not require the resources and time of a cut and

collect at the end of the year. The management also means that they are not just abandoned areas and are not allowed to scrub up. Some areas may have rides cut through throughout the year. In areas where the areas are woody or scrub land then these are cut around to stop encroachments into other areas.

The areas have seen an improvement in wildlife value and a walk through the areas in summer will show a noticeable increase in crickets and grasshoppers, bees and butterflies. This in turn has led to an increase in bird species, such as Thrushes, and encourages mammals, such as Hedgehogs and also helps encourage bats like the Pipistrelle who come to feed on them on the increased insect life.

7.2 Biodiversity

Biodiversity is the variety of life on earth, and includes all species of plants and animals and the natural systems that support them. Havering is an important Borough for Biodiversity in the London context with a substantial area of green belt, three Sites of Special Scientific Interest, 82 Sites Importance for Nature Conservation, and over one hundred parks and open spaces providing habitats supporting protected and Biodiversity Action Plan species such as the great crested newt, adders and water voles. As such, conservation of Biodiversity is one of the core components of the management of all Havering's parks and open spaces.

Conserving biodiversity includes restoring and enhancing species populations and habitats, as well as protecting them. Conservation of biodiversity is vital to the successful use and development of parks and open spaces in Havering, after all biodiversity is one of the contributing factors that makes a place so special to visit as well as delivering other key ecosystem services such as flood management, pollination and the provision of clean air and water. Through the management of its parks and open spaces, the Council has a key role to play in conserving biodiversity. The site is being managed and developed in such a way that it enhances the native species in line with Havering's Biodiversity Action Plan.

Source	Key issue
PPS 9	Statutorily protected species, protection of BAP habitats and species
NERC Act	Local Authority duty to conserve biodiversity
Wildlife & Countryside Act	UK protected species
Habitats Regulations	European protected species
London Plan	London's strategic planning document
UK Biodiversity Action Plan	UK priority species and habitats
London Biodiversity Action Plan	London priority species and habitats
Havering Biodiversity Action Plan	Havering priority species and habitats

England's Biodiversity Strategy	Government priorities for conservation of Biodiversity
Mayor's Biodiversity Strategy	London's statutory regional biodiversity strategy
Tracking UK biodiversity progress	International targets for Biodiversity

Summary of relevant policy & legislation

Birds are a good indicator of the quality of an open space for nature conservation and as the site has recently been replanted it will take some time for the benefits to birds to become clearer.

The list birds are expected to improve following the planting works and the creation of the additional conservation area. Recording of species at the site should form a management objective to give clear evidence of the benefits of the improvement programme.

Planning Policy Statement (PPS9) *Biodiversity and Geological Conservation* sets out the Government's national policies on the protection of biodiversity and geological conservation through the planning system.

Relevant in this context is that PPS9 identifies protection of local parks and green spaces with nature conservation value from inappropriate development, the identification of a local network of sites to conserve biodiversity, opportunities to implement conservation objectives through section 106 Agreements and planning conditions and the protection of species of principal importance for the conservation of biodiversity in England.



Conservation area with habitat pile made from tree arising

Officers should keep up to date with relevant planning applications that may affect the Park, such as the Greater London Authority: The Mayor's Biodiversity Action Plan.

There are over 14 policies and 72 proposals within this document, most of which have been incorporated within the Havering Biodiversity Action Plan.

Local Biodiversity Action Plan

In 2003, led by the Havering Wildlife Partnership, the Havering Biodiversity Action Plan (BAP) was adopted. The purpose of the Action Plan, which prioritises 6 habitats and 16 species specific to Havering, is to contribute towards targets to conserve biodiversity set at a Regional and National Level.

As the BAP process has evolved it has become increasingly important to set achievable targets for nature conservation. Where Biodiversity Action Plan species and habitats occur within parks and open spaces in the Borough this will help to inform management to ensure a more targeted approach.

The Council continues to host the Havering Wildlife Partnership who meet quarterly. The Partnership is made up of dedicated local naturalists, members of Friends of Groups, representatives from the Essex Wildlife Trust, RSPB, Environment Agency, Natural England and London Biodiversity Partnership together with the Council's Park and Open Spaces and Environmental Strategy Teams. The focus of the partnership is essentially on biodiversity within Havering. The group are able to provide advice on the management of Havering's parks and open spaces.

The Government has stated that biodiversity is a crucial component of Local Agenda 21 strategies (UK Biodiversity Steering Group Report, Annex D:1995) and Section 48 of Circular 04/01 (Countryside and Rights of Way Act 2000) also states that Biodiversity Action Plans should form an integral part of a local authority's Community Strategy.

Biodiversity is recognised by the Government as a crucial component of Quality of Life ("A Better Quality of Life: a strategy for sustainable development in the UK") for the communities that local government serves. As such it is a key test for sustainable development. The loss of biodiversity and the consequent negative environmental impact runs contrary to the aims and objectives of sustainable development. Indeed properly regulated, planned and implemented social and economic activity should offer considerable opportunities to achieve net gain for biodiversity.

The overarching aims and objectives of all 16 species Action Plans and 6 habitat Action Plans of the Havering BAP follow a common format with the following aims:

- Promote awareness and knowledge of the species/habitat and in the Borough
- Protect, maintain and enhance current populations of the species/ biodiversity of the habitat within Havering
- Increase the monitoring and knowledge of the species/habitat within Havering

A full version of the plan can be found at:

<https://www3.havering.gov.uk/Pages/Services/Countryside-conservation.aspx>

The Biodiversity Action Plan targets sixteen key species to promote through improvement of habitats within Havering, these species being:

Great Crested Newt

Slow Worm

Serotine Bats

Brown Hare

Harvest Mouse

Water Vole

Bumblebees

Stag Beetles

Barn Owl

Green Woodpecker

Grey Partridge

House Martin

Pochard

Reed Bunting

Skylark

Song Thrush



Bumble bee in poppy Spring Farm Park Wildflower Area

Habitat/Species	Legal designation		Other classification						notes
	European	Wildlife & Countryside Act	UK BAP Priority	Lon BAP Priority	LBH BAP Priority	Nationally scarce	Locally scarce	Other	
Pond & Lakes			✓	✓	✓				Havering has 19% of the total resource in London, made up of 343 sites. Associated species include great crested newt, bats, <u>poachard</u> , <u>water vole</u> .
<u>Reedbed</u>			✓	✓	✓				Havering has 31% of London resource, mainly in <u>Ingrebourne</u> and Rainham Marshes. Associated species include reed bunting, harvest mouse.
Thames Terrace Grasslands			✓	✓	✓				Rare habitat holding nationally significant resource. Associated species include bumblebees.
Woodland			✓	✓	✓				Havering is a focus of woodland creation through the Thames Chase Community Forest. Associated species include stag beetle, song thrush, <u>green woodpecker</u> .
Hedgerows			✓	✓	✓				Havering has 32% of the total native-species hedgerows in London. Associated species include song thrush, stag beetle & reed bunting.
Private gardens				✓	✓				Estimated to cover 20% of surface area in Havering. Associated species song thrush, house martin, slow worm, stag beetle.
Great crested newt	✓	✓	✓	✓	✓			SP*	Havering has largest population in London. In decline in London
Stag Beetle		✓		✓	✓	✓		SP*	Havering has largest percentage of London population. In decline in London
Bumblebees			✓	✓	✓			SP*	Important population in Havering, especially along the east Thames corridor. In decline in London
Green woodpecker					✓				Good indicator of woodland parkland management.
Slow Worm		✓	✓	✓	✓				Nationally in decline. Vulnerable to development as it occurs on <u>bowfield</u> sites.
<u>Serotine (bat)</u>	✓	✓	✓	✓	✓				Threatened with local extinction.
Brown Hare			✓		✓				Havering has largest population in London.
Harvest Mouse					✓				Nationally in decline, Havering has largest percentage of London population.
Water vole		✓	✓	✓	✓				Nationally in decline, Havering has largest percentage of London population.
Barn owl		✓			✓				In decline nationally, Havering has large %age of Essex population.
Grey Partridge			✓		✓			Red list*	Limited to Berwick Ponds and <u>Thameside Marshes</u> .
House Martin					✓				In decline nationally, 70% decline in Havering, indicator of clean air.
<u>Poachard</u>					✓	✓			Nationally <u>rare/important</u> breeding populations at Berwick Ponds and Rainham gravel pits (20% of Essex pop)
Reed bunting			✓		✓			Red list*	Important population in south of borough.
Skylark			✓		✓			Red list*	Important population in south of borough.
Song Thrush			✓		✓			Red list*	In decline in Havering.

* Birds of Conservation Concern: Red-list species are those that are Globally Threatened according to the IUCN criteria; those whose population or range has declined rapidly in recent years; and those that have declined historically and not shown a substantial recent recovery.

* Species of Principal Importance for the conservation of biological diversity in England (Wildlife Act 2000).

Havering's Biodiversity Action Plan

NERC Act (Biodiversity Duty)

The Council has a statutory responsibility under Section 40 of the Natural Environment and Rural Communities Act (NERC) Act 2006 to have regard to the conservation of biodiversity in exercising all of its functions.

Effective conservation of biodiversity requires its integration into all activities across the Council and in particular the management of its parks and open spaces. This is a key theme of the England Biodiversity Strategy.

The Council ultimately plays a key role in making decisions about the management of its parks and open spaces that affects protected and BAP habitats and species. The management of these sites can have a positive impact on biodiversity, both indirectly providing habitats for wildlife, and in generating environmental impacts on other wildlife sites.

Through the identification and implementation of measures to integrate biodiversity into the management of parks and open spaces and ensuring that biodiversity is protected and enhanced in line with current statutory obligations the Council is demonstrating its commitment to the NERC Act. To take this forward and achieve greater benefits, future measures may include raising awareness of staff, managers and elected members with regard to biodiversity issues using available guidance; integrating biodiversity into staff training, using in-house ecological expertise or seeking advice from external bodies and, where necessary, providing specific training. The Council is also committed to contributing to key local biodiversity initiatives, such as the Havering Local Biodiversity Action Plan, the Local Records Centre (Greenspace Information for Greater London) and Local Site systems and demonstrate progress against biodiversity indicators and targets.



Bee on poppy in wildflower area

7.3. Conservation of buildings and structures

The London Borough of Havering has rich history and there are a number of buildings and features across the borough that reflects this and many of these are the responsibility of The Parks Service. Some of the boroughs Parkland was designed by the eighteenth century landscape designer Humphrey Repton and other buildings and features are grade II listed. There are also several wartime features across the borough.



Autumn Colours at Spring Farm Park

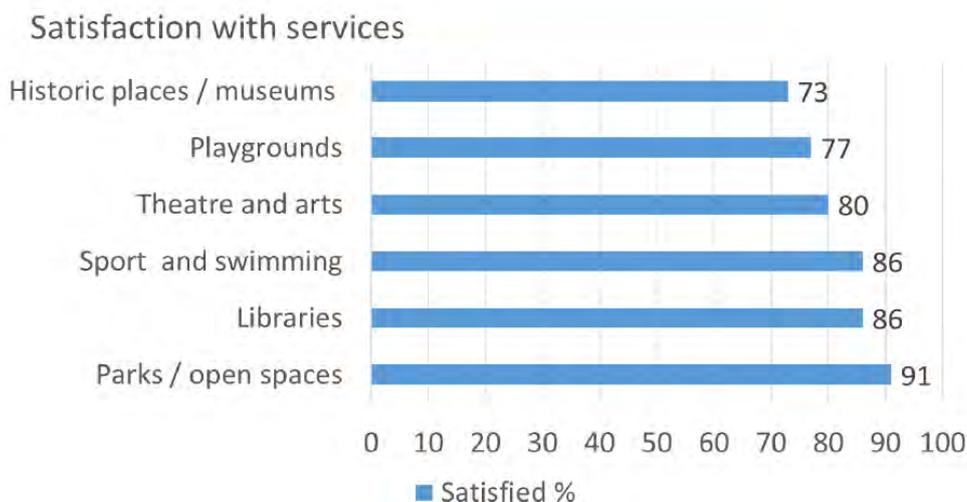
8. Community involvement

The Parks Development team encourages community involvement as much as possible. It also works to foster good relations with the stake holders of its Parks.

8.1 Community surveys

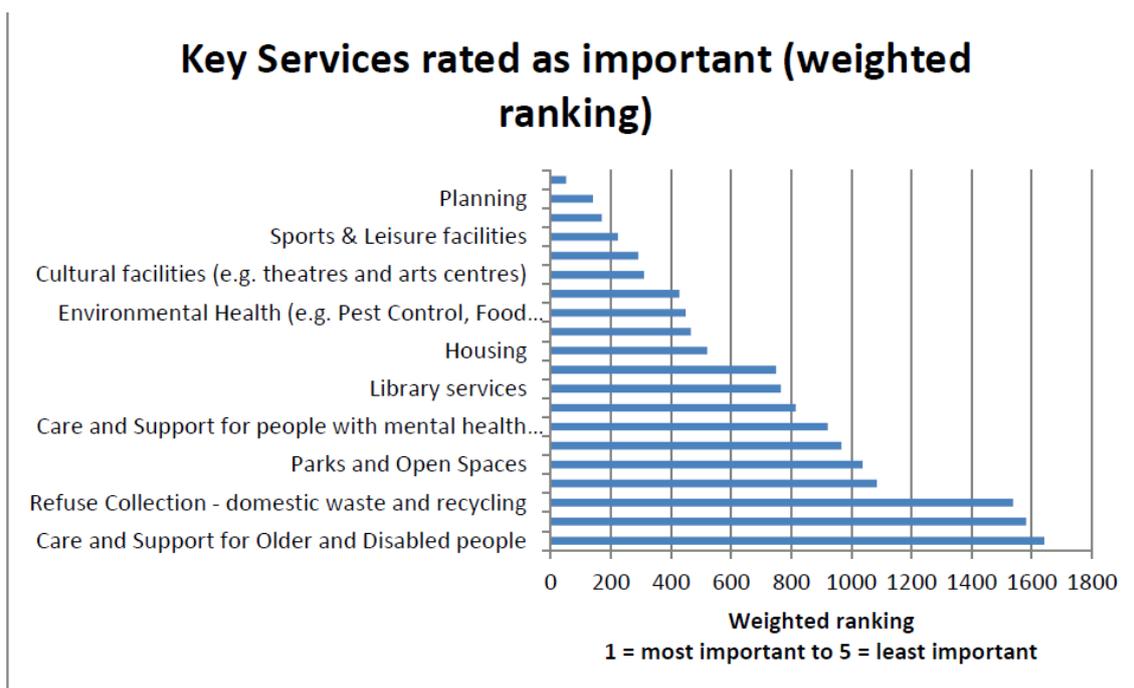
In 2018 the Communications team commissioned Ipsos MORI to carry out a resident's survey which covered all services.

The results were very favourable for Parks. The service received the highest satisfaction rating out of all Council services at 91% (see table below).



(Other high rated services not shown on this graph are Primary Schools – 85%, Street Lighting – 85% and Refuse – 88%)

Parks were also rated as the Council's 3rd most important service



8.2 User Groups

Some of the Boroughs parks have Friends Group formed and they take the form of two types.

A standard Friends group will have varying involvement in the management of their park and hold meetings as they require. Parks Officers will attend as necessary and when possible.

Groups can apply to achieve 'Official Friends Group' status. These groups then have an agreement with the Parks Service to meet certain criteria, e.g. carry out public consultation, carry out projects/activities in the park, have a youth representative on the committee, hold at least one event during the year, have regular minuted meetings and adopt a constitution. In return these groups are guaranteed officer attendance at their meetings, admin support, e.g. printing, laminating, and the payment of their Public Liability Insurance . These groups can also apply for a £1000 grant towards a capital project within their Park.

8.2.1. Rainham Cricket Club

Rainham Cricket have a long history with the Park as it has been their home ground from almost the time the Park was created and the club itself dating back to 1896.

The club has good relation with the Parks Department and also works through the local community with a strong Colts section and fielding many teams. They have also invested in facilities obtaining funding for a new outdoor artificial wicket and net facility, tailored renovations to the clubhouse and a brand new roller to assist in maintaining the square. The club have also worked with the Education Authority to host the annual Havering School Sport Kwik Cricket sports competition for years five and six.



8.2.2 Football Teams

8.2.2.2.1 FC United of Hornchurch

This team plays in the Brentwood Senior Football League (BSFL) Senior Division, BSFL Div 1 Runner up.



8.2.2.2.2 United Amateurs

They play in the Essex Sunday Corinthian Football League.



8.2.2.2.3 Rainham Football Club

This is a new club that has formed as part of the Rainham Cricket Club that also play on site.

8.2.3 Rainham Community Volunteers

The community volunteers who have been working with the Council in Rainham Village and have also started working within the Park and are assisting with the creation of a community Garden and Orchard in the area of the old park. They are also keen to organise events in the park.

8.2.4 Ward Councillors

St Andrews Park falls within St Andrews ward and has three councillors elected to that ward. These are;

Councillor David Durant



Councillor Tony Durdin



Councillor Jeffrey Tucker



There is also a lead member for Environment who sits on the Council Cabinet



[Councillor Osman Dervish](#)

Pettits

Conservative

Cabinet Member

for Environment

The Councillors are a good link between the public and the Council officers and the Parks Service tries to foster a good relationship between staff and the local ward Councillors and keeps them informed of information in regard to its Parks as needed. Councillor involvements, especially the Lead Member for Parks, are instrumental in ensuring the support for Parks and the continuing participation in the Green Flag Awards. They are very supportive of the award and proud to have several parks in the borough that are flying the flag.



Youth Cricket in Spring Farm Park

9. Marketing and Promotions

There are a range of methods of promoting the park to the public. Some of these are in conjunction with Havering Council's corporate communications team and other are Parks Service dedicated.

9.1 Parks Brochure

The Parks Section has produced a booklet "A Guide to Havering's Parks and Open Spaces", covering all council run parks in the borough. This booklet includes a description of each site, a list of facilities available at each park as well as a section on park services.

These are distributed through libraries, council receptions, appropriate events and activities. The brochure can also be found on line at <https://www3.havering.gov.uk/Documents/Culture-and-Leisure/Parks%20Brochure%20June%202013.pdf>

The guide was first published in 2005 and was updated and republished in 2013. An example can be found in Appendix 14.

9.2 Social Media

The Park service has a dedicated Facebook page and uses this to advertise events, activities and items of interest within the Parks. See appendix 13 for an example of a page This can be found at the link https://www.facebook.com/LBH.Parks/?notif_t=page_fan¬if_id=1478507226590276

The Council also had a Twitter account and the public can communicate regarding parks issues using this form of media.

9.3 Website

The Parks Service has a page on the Havering Council website. From this page you bring up a list and descriptions of Parks in Havering and details on the facilities and services provided, e.g. play areas, outdoor gyms, Parks Protection Service, memorial bench and tree donations, and event applications. See appendix 13 for an example of a page. This can be found at the link <https://www3.havering.gov.uk/Pages/Category/Parks.aspx>

9.4 Interpretation boards

Two in house made notice boards were installed in 2018 that allow the Parks service to explain more about the wildflower areas and list the plants that are sown in them.

Spring Farm Park Wildflower area

This area was seeded last year with a wildflower seed mixture to create a diverse and colourful wildflower meadow. It contains 28 beautiful species and these have been listed below

Mixture Contents:

Common Name	Latin Name	Quantity	Flowers	Height	Type
1 Bedstraw, Lady's	Galium verum	4.2%	Jun - Sep	50 - 80cm	Perennial
2 Black Medick	Medicago lupulina	4.9%	May - Oct	15 - 80cm	Annual
3 Burnet, Salad	Sanguisorba minor	5.6%	Jun - Sep	15 - 50cm	Perennial
4 Buttercup, Meadow	Ranunculus acris	4.2%	May - Jun	30 - 100cm	Perennial
5 Campion, Red	Silene dioica	4.2%	Apr - Sep	60 - 90cm	Perennial
6 Campion, White	Silene alba	3.5%	May - Oct	50 - 100cm	Perennial
7 Carrot, Wild	Daucus carota	2.8%	Jun - Oct	30 - 100cm	Perennial
8 Catchfly, Night-Flowering	Silene noctiflora	3.5%	Jun - Aug	20 - 100cm	Annual
9 Chamomile, Corn	Anthemis arvensis	4.5%	Jun - Jul	30 - 50cm	Annual
10 Clary, Wild	Salvia verbenaca	3.5%	May - Aug	30 - 40cm	Perennial
11 Corn Cockle	Agrostemma githago	13.5%	May - Aug	50 - 70cm	Annual
12 Cornflower	Centaurea cyanus	6%	Jun - Oct	20 - 80cm	Annual
13 Cowslip	Primula veris	0.7%	Apr - May	15 - 30cm	Perennial
14 Daisy, Ox-eye	Leucanthemum vulgare	2.1%	May - Sep	20 - 100cm	Perennial
15 Forget-me-not, Field	Myosotis arvensis	2.8%	May - Jul	20 - 40cm	Annual
16 Foxglove, Wild	Digitalis purpurea	2.8%	Jun - Aug	50 - 100cm	Biennial
17 Goatsbeard	Anuncus dioicus	2.8%	Jun - Aug	30 - 90cm	Perennial
18 Knapweed, Common	Centaurea nigra	4.2%	Jun - Sep	30 - 80cm	Perennial
19 Knapweed, Greater	Centaurea scabiosa	2.8%	Jun - Sep	50 - 90cm	Perennial
20 Marigold, Corn	Chrysanthemum segetum	4.5%	Jun - Oct	30 - 50cm	Annual
21 Musk Mallow	Malva moschata	2.1%	May - Sep	20 - 150cm	Perennial
22 Plantain, Hoary	Plantago media	1.4%	May - Sep	15 - 45cm	Perennial
23 Plantain, Ribwort	Plantago lanceolata	2.1%	Apr - Sep	15 - 50cm	Perennial
24 Poppy, Common	Papaver rhoeas	1.5%	May - Jul	50 - 70cm	Annual
25 Self-heal	Prunella vulgaris	3.5%	Jun - Sep	15 - 30cm	Perennial
26 Sorrel, Common	Rumex acetosa	3.5%	May - Jul	30 - 100cm	Perennial
27 St John's-wort, Common	Hypericum perforatum	1.4%	Jun - Sep	30 - 90cm	Perennial
28 Yarrow	Achillea millefolium	1.4%	Jun - Oct	20 - 100cm	Perennial



Meadow area interpretation signs

9.5 Parks Events

The Parks Service receives a number of enquiries about holding events in Parks and has developed a process for this. There is an application form (both on line or paper copy) and guide available. There is also an event plan document that can be used for those that are new to the process. Non council events are subject to a charge depending on the organisation and type of activity. Events of a hazardous or unusual nature or those expecting a turnout of over 200 people are also subject to authorisation from the Safety Advisory Group which is made up of representatives from the Council and emergency services. See Appendix 15 for an example of the event application form.



Checkup & Chip

Free community
event for you
and your dog

Tuesday 11th June 2019
Spring Farm Park
Rainham
RM13 9SS
11am – 3pm

- ✦ Basic health check, nail clip & weight check
- ✦ Microchipping & advice on updating your details
- ✦ Advice about dog ownership

All for Free!

www.dogstrust.org.uk/checkupandchip



In association



Microchipping offer open to dog owners aged 18 or over regardless of benefit status, subject to availability and resources of the charity. All breeds of dogs are welcome, however Dogs Trust will not chip active hunting hounds or litters of puppies. We ask that puppies under 6 months old are fully vaccinated and proof of vaccinations are brought along to the event. If your puppy has recently been vaccinated, they must be carried for the 10 days following their final vaccination. Dogs over 6 months old do not require proof of vaccination. Where offered, the basic health check is for ears, teeth, coat condition and general fitness only. No other veterinary treatment will be available. If your dog requires treatment for any problems found during the basic health check you will be advised to see a Veterinary Surgeon. The Promoter: Dogs Trust, 17 Wakley Street, London, EC1V 7RQ Reg. Charity Number 227523 and SC037843

Dogs Trust event in the park held in 2019.

10. Management

10.1 Management structure

Parks and Open Spaces are within the Public Realm department within the Environment service area and Neighbourhoods directorate.

The Senior and Corporate Leadership Team



- Click on a director's photo below to see their team
- When on the team pages – hover over each face to see their job descriptions
- Then click on the Havering logo to return here



Tim Aldridge
Director of Children's Services

Tel: 01708 434030
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- Child Protection, Fostering & Adoption
- Education Provision & Specialist Commissioning
- Education Inclusion & Support
- Education Quality & Effectiveness
- Education Trained Services including Catering
- Youth Offending Service
- Youth Services
- Early Help & Children's Centres
- Looked After Children
- Estate Services



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Director of Public Health (Interim)

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- Health Protection, Disease Prevention & Health Promotion
- Reduction of Health Inequalities
- Population Health Intelligence
- Advice to NHS on Clinical Commissioning
- Sexual Health
- Drugs & Alcohol
- Public Mental Health
- Children's Public Health Services



Caroline Bruce
Director of Neighbourhoods (Interim)

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- Environment
- Housing
- Planning & Regulation
- Community Safety
- Public Protection and Enforcement



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- Adult Services
- Older People
- Learning Difficulties
- Mental Health
- Physical Difficulties
- Personalisation of Adult Social Care
- Prevention & Resilience
- Safeguarding



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- Regeneration
- Business Retention and Growth
- Inward Investment
- Joint Venture Partnerships
- Mercury Land Holdings



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- Transformation
- Programme Management Office
- Strategy, Policy & Performance
- Community Safety & Development
- Equality & Diversity
- Social Care Systems & Development
- Media & External Relations
- Campaigns, Advertising & Design
- Internal Communications
- Corporate Events
- Customer Services
- Libraries, Arts & Music School
- Leisure Centres & Sport
- Joint Commissioning
- Emergency planning
- Employment & Skills



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Chief Executive

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Daniel Fernwick
Executive Director for oneSource (Interim)

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- Operational & Strategic HR
- Organisational Development
- IT Strategy & Operations
- Information Governance
- Transactional HR • Payroll & Pensions
- Transactional Finance
- Transactions (Procurement)
- Benefits • General Tax & Business Rates
- Corporate Debt Recovery • Democratic Services
- Member & Electoral Services • Legal Services
- Finance • Internal Audit, Risk, Insurance & Fraud
- Procurement • Health & Safety
- Corporate Schools Premises Management
- Facilities Management/Schools Asset Management
- Transport & Fleet Services (L30)
- Technical Services • Property Services

Neighbourhoods



- Environment
- Housing
- Planning & Regulation
- Community Safety
- Public Protection and Enforcement



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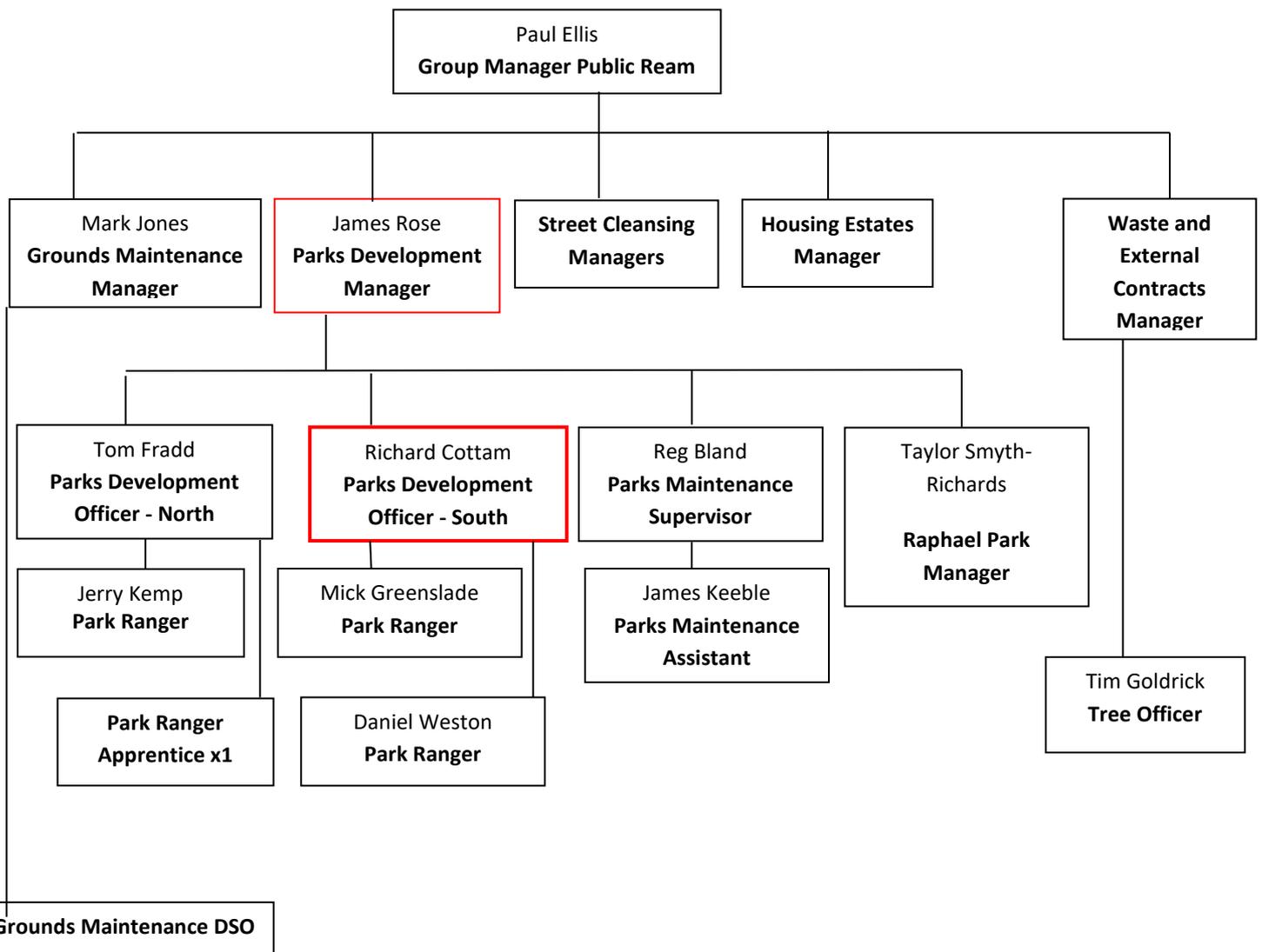
Council management structure

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The Public Realm department is made up of Parks and Open Spaces, Grounds Maintenance, Street Cleansing, Waste and Recycling and Housing Estates. The Parks and Open Spaces section is headed by the Parks Development Manager. This role line manages two Parks Development Officers (North and South of the borough), Parks Maintenance Supervisor and the Raphael Park Manager (Heritage Lottery Funded park). The parks officers then line manage the Park Rangers and Apprentices.



The Parks Service has three Rangers and three Apprentices based at Hornchurch County Park, Harrow Lodge Park and Havering Country Park. Although primary based at these Parks they are also tasked to work on other sites where necessary and offers the Parks Service a useful tool for dealing with unexpected issues. As they have a range of equipment, including boats, chainsaws, chippers and mutiuse Avant, this allows a large element of flexibility.



Public Realm management structure (relating to Parks)

The Parks Development Officer for the South of the borough manages Spring Farm Park with input from the Parks Development Manager.

Following a senior management restructure in the summer of 2016 the Parks Protection Service are now managed by Regulatory Services, within the Neighbourhoods directorate. They still operate in exactly the same way but are within the same department as the other Council enforcement teams.

10.2 Financial management

The Parks and Open Spaces revenue budget was £2,105,030 in 2019/20. There is not a specific budget assigned to individual parks but there is a budget of £1,700,000 set for grounds maintenance which is transferred to the DSO. The remainder is used for fixed costs, e.g. vehicle management, utility bills, staff salaries, and reactive works, e.g. repairs and additional grounds maintenance. There are separate budgets for arboriculture and the building management (Corporate Landlord) which are held by the responsible departments.

Any income generated within parks, e.g. events, car parking charges (in some parks), sports pitches and buildings fees, goes towards the budget stated above.

In previous years several of the sports and recreation facilities in parks have been part funded by Veolia North Thames Trust as grant awards, in addition to Council capital.

Any project work that is planned in the park, whether this is the replacement of existing items or additional improvements are included in a capital programme which senior officers agree the budget for each year. In 2019/20 a project budget of £120,000 was set up through a grant award by Veolia North Thames Trust.

Officers will continually identify potential sources of external funding as well as apply for Council capital money to deliver the necessary improvements.

10.3 Accreditation

10.3.1 Green Flag

The Council recognises the importance of achieving this award and since 2007 has been applying for key parks throughout the borough. In 2019 14 parks now have Green Flag Award. Both officers and Councillors value the prestige of being able to fly the flag in the parks and utilise the status and associated high standards for marketing and promotions. It is also a useful management tool for all parks when looking to make improvements. The criteria for achieving the award set good benchmarks for standards that should be aspired to.

Spring Farm Park has been selected to apply for the Green Flag Award in 2020. The Council have committed to maintain the standards in the park to ensure that the criteria can be met in future years.

10.3.2 London in Bloom

As with Green Flag the Council values the recognition of good standards when achieving these awards. The primary focus is the borough award and in 2019 this achieved Gold. In 2015 it was category winner with Gold and Havering then took part in Britain in Bloom 2016 where Silver Gilt was awarded in the Large City category.

Due to the importance of the parks and open spaces with Havering, Councillors, friends groups and general park users many sites enter the award and in 2019 this included 16 golds (an increase of two across the borough) and 2 category winners. Spring Farm Park achieved a Silver Gilt award (up from Silver in 2018) in the Large Park of the Year category.

As with Green Flag the Council is committed to maintaining standards in the park to ensure that these awards can be at least equalled if not improved in future years.



Staff and the Lead Member celebrate winning London in Bloom Awards

10.4 Action Plan

10.4.1 SWOT Analysis

A SWOT analysis was carried out by Parks officers to list the strengths, weaknesses, opportunities and threats for St Andrews Park. The analysis determined which areas of the park should be improved and the priority for improvement. It was carried out by first listing all of the issues and then attaching a score to each item. Many of the issues listed were highlighted during the regular park inspections carried out by officers. There were two scores. The first being importance of the item, the second being how much the Parks and Open Spaces Service can change things.

The SWOT analysis table can be found in Appendix 16

10.4.2 Action Plan

The final Action Plan was drafted to improve/correct all of the prioritised weakness and threats as listed in the SWOT. In addition the Action Plan looks to deliver as many of the listed opportunities that were stated during the SWOT exercise.

The Action Plan sets out agreed targets, budgets and responsibilities for the improvement of the site. Where there is no cost the task requires no additional funding and is completed using Council staff.

	Task	Target start date	Completion Date	Measurement/ monitoring	Officer Responsibility	Cost	Budget
ROUTINE	Improved use of social media	March Annually	March Annually	Review methods of social media used to ensure relevant	James Rose	None	N/A
	Training for DSO	Feb – 20	Ongoing	Skills gaps identified and relevant training completed	Mark Jones	1k	Revenue
	Update website information	January Annually	Jan Annually	Up to date, relevant information available on LBH website	Richard Cottam / Comms	None	N/A
	Press releases	On going	On going	Regular good news stories and information sent to comms	Richard Cottam	None	N/A
	Events programme	January Annually	On going	Internal and external events managed	Parks Team	None	N/A
	Parks Monitoring inspections	Jan 20	Monthly	Check done Monthly	Richard Cottam	None	NA
	Revise Management Plan	October 19	Jan 20	Annual revision until 2022 then full update	Richard Cottam	None	NA
	Apply for Green Flag	Jan 20	31 st Jan	Management Plans and application form completed	James Rose	325	Revenue
	Parks furniture check	Monthly	Ongoing	All furniture inspected, defects repaired and if required replacements programmed	Richard Cottam	300	Revenue
	Ensure fire breaks are cut around	April Annually	October Annually	Fire breaks maintained at a satisfactory	Mark Jones	none	NA

	conservation area			standard throughout the year			
	Annually review new tree planting opportunities	Sep Annually	Feb Annually	Suitable areas and species identified for planting	Richard Cottam	500	Capital
	Cut conservation and wildflower areas	Sep Annually	October Annually	Areas cut and collected (where necessary)	Mark Jones / Rangers	None	NA
	Visual inspection of play area	Min of by weekly	On going	Visual inspection sheets	Mark Jones / Area supervisors	None	N/A
	Operational inspection of play area	Quarterly	ongoing	Parks fitter reports	Parks Fitter	None	N/A
	Independent play area inspections	Yearly	Aug Annually	RoSPA Report	James Rose		Revenue
	Deliver borough wide environmental education programme in partnership with EWT	Aug-20	Sep-20	Estimated costs and number of parks to be confirmed.	James Rose	TBC	Revenue
NON ROUTINE	Improve play area	Dec -19	April -20	Some equipment replaced to improve play value	Richard Cottam	£20k	External
	New entrance signage	Dec 19-	Mar 20	Signs installed by entrances	Richard Cottam	£15k	Capital
	Create new beds at entrance points	Nov 19	Mar 20	Landscaping improved by entrances	Mark Jones	£3K	Capital
	New entrance gate Acer Ave	Dec 19	Apr 20	Improved gate installed	Richard Cottam	£5K	External
	Refurbishment of Maclennan Ave Entrance	Nov 19	Dec 19	Improvements to gates and landscaping	Richard Cottam	£1.5k	Capital
	Repainting of Football Pavilion Fence	Nov 19	Dec 19	Fencing painted with suitable colour	Richard Cottam	£1k	Capital
	Refurbishment of outdoor Gym area	January 2020	May 2020	Obtaining designs, consultation with users and order raised by March 20	Richard Cottam	£5K	External funding

	Update parks brochure	Oct-20	Apr-21	Regular review of progress liaising with GM and cricket club	James Rose	£5k	Capital / External funding
	Update Tree Strategy to include parks	Jun-20	Mar-21	Draft to be produced ASAP	Tim Goldrick	NA	NA
	Establish community orchard	January 2021	December 2022	In partnership with community group plant suitable species	Richard Cottam	£5k	Capital
	Plant additional hedging boundaries	October 2021	February 2022	Suitable species planted along Eastern boundary	Richard Cottam	£3k	Capital
	Install trim trail	Sep - 22	Dec - 23	Areas identified and suitable equipment installed	Richard Cottam	£10k	External funding
	Extend pathways	Jan – 24	Dec – 24	Pathways installed to link existing ones	Richard Cottam	£50k	Capital/External funding



10.5 Parks Contact Details

Parks and Open Spaces
Harrow Lodge Park Depot
Hornchurch Road
Hornchurch, Essex
RM11 1JU

Parks general enquires – 01708434743 / parks@havering.gov.uk

Parks Development Manager – 01708 433868 / james.rose@havering.gov.uk

Parks Development Officer – 01708433853 / richard.cottam@havering.gov.uk

Parks Protection Service – 07904805872 / parksprotection@havering.gov.uk

www.facebook.com/LBH.Parks



Colts cricket session in the park

APPENDIX 1 - Policy Context

National Planning Policy Framework

The NPPF was published at the end of March 2012 and sets out the Government's planning policies for England. It replaces 44 Planning Policy Statements (PPS), Planning Policy Guidance (PPG), Circulars and Letters with a concise framework of around 50 pages.

The protection for open space and playing fields is reinforced in the new NPPF, stating that such land should not be built on unless an assessment shows that: i) the land is surplus to requirements, ii) the loss would be replaced by equivalent or better provision in a suitable location, or iii) the development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

The NPPF includes provisions for the designation of Local Green Spaces by communities. Where open spaces which are "important to local communities" (which may include playing fields) are designated as Local Green Space in the development plan, they will be protected as strongly as Green Belt.

The Government continues to attach great importance to the Green Belt concept saying that boundaries should only be altered in exceptional circumstances. The NPPF also recognises the 'the intrinsic character and beauty of the countryside' as a core planning principle which applies whether that countryside is specifically designated or not.

Biodiversity 2020: A strategy for England's wildlife and ecosystem services

This ambitious biodiversity strategy for England builds on the Natural Environment White Paper and provides a comprehensive picture of how we are implementing our international and EU commitments. It sets out the strategic direction for biodiversity policy for the next decade, building on the successful work that has gone before, but also seeking to deliver a real step change. The Strategy aims to deliver outcomes in four areas:

- a more integrated large-scale approach to conservation on land and at sea
- putting people at the heart of biodiversity policy
- reducing environmental pressures
- improving our knowledge

1.4.2 Regional Policy Context

The London Plan, 2011

The Mayor has published the replacement of the spatial development strategy for London – known as the London Plan. The London Plan is the overall strategic plan for London, and it sets out a fully integrated economic, environmental, transport and social framework for the development of the capital to 2031. It forms part of the development plan for Greater London. London boroughs' local plans need to be in

general conformity with the London Plan, and its policies guide decisions on planning applications by councils and the Mayor.

London's public spaces should be secure, accessible, inclusive, connected, easy to understand and maintain, relate to local context, and incorporate the highest quality design, landscaping, planting, street furniture and surfaces.

London's heritage assets and historic environment, including registered historic parks and gardens and other natural and historic landscapes, should be identified, so that the desirability of sustaining and enhancing their significance and of utilising their positive role in place shaping can be taken into account. London's landscape heritage provides a depth of character that has immeasurable benefit to the city's economy, culture and quality of life. Natural landscapes can help to provide a unique sense of place.

Policy 7.16 : Green Belt

The Mayor strongly supports the current extent of London's Green Belt, its extension in appropriate circumstances and its protection from inappropriate development. The strongest protection should be given to London's Green Belt, in accordance with national guidance. Inappropriate development should be refused, except in very special circumstances. Development will be supported if it is appropriate and helps secure the objectives of improving the Green Belt as set out in national guidance.

Policy 7.18 : Protecting local open space and addressing local deficiency

The Mayor supports the creation of new open space in London to ensure satisfactory levels of local provision to address areas of deficiency. The loss of local protected open spaces must be resisted unless equivalent or better quality provision is made within the local catchment area. Replacement of one type of open space with another is unacceptable unless an up to date needs assessment shows that this would be appropriate.

When assessing local open space needs, LDFs should:

- a) include appropriate designations and policies for the protection of local open space
- b) identify areas of public open space deficiency, using the open space categorisation set out in Table 7.2 as a benchmark for all the different types of open space identified therein
- c) ensure that future open space needs are planned for in areas with the potential for substantial change such as opportunity areas, regeneration areas, intensification areas and other local areas
- d) ensure that open space needs are planned in accordance with green infrastructure strategies to deliver multiple benefits.

All London Green Grid SPG (2012)

The All London Green Grid takes the principles of the East London Green Grid and applies them across London. The concept of a "green grid" – an integrated network of green and open spaces together with the Blue Ribbon Network of rivers and waterways – is at the centre of the London Plan's approach to the provision,

enhancement and management of green infrastructure (Policy 2.18). This network of spaces functions best when designed and managed as an interdependent 'grid'.

The ALGG SPG aims to promote the concept of green infrastructure, and increase its delivery by boroughs, developers, and communities, by describing and advocating an approach to the design and management of green and open spaces to deliver hitherto unrealised benefits. These benefits include sustainable travel, flood management, healthy living, and creating distinctive destinations; and the economic and social uplift these support.

1.4.3 Local Policy Context

The following diagram represents how the Management Plan fits within the overall strategic framework for Parks and Open Spaces within Havering:



Local policy framework diagram

Havering Local Development Framework

Havering's existing Local Development Framework has a number of conditions and policies aimed at improving and enhancing the green environment. Key to these is the following:

DC18 – Protection of Public Open Space, sports and leisure facilities

- The Council will seek the retention and enhancement of all public open space and recreation, sports and leisure facilities that are in private and public ownership. Where it is shown that public open space or other land /building is

surplus to requirements because other facilities exist in the locality to meet the standards set out in Policy DC20 alternative uses will be allowed.

- Priority will be given to other recreation/leisure uses such as allotments or sports pitches where there is an identified need for such a use. Where no such needs exists then other uses may be approved provided that there is no conflict with other Core and Development Control policies and there is no unacceptable impact on the local environment or amenities of local residents.
- Any loss of open space to a non-recreation/leisure use must be accompanied by an improvement to the quality of open space in the vicinity or to remedying qualitative and quantitative deficiencies in open space elsewhere in the Borough.

DC20 – Access to recreation and leisure including open space

The Council will seek to ensure that there is adequate provision of a varied range of accessible leisure and recreation facilities throughout the borough.

- The Council will have regard to the following walking distances in order to improve the distribution of public open space:
 - Regional Park (400 ha) 3.2 to 8 km
 - Metropolitan Park (60 ha) 3.2km
 - District Park (20ha) 1.2km
 - Local Park (2ha) 800m
- The Council will also seek to achieve the following standard of provision:
 - Children's Play Space - 0.8 hectares per 1,000 population with access to formal/informal play provision within 400 m of home
 - Allotments - 0.18 hectares per 1,000 population with access within 800 m of home
 - Sports pitches - 0.75 hectares per 1,000 population with access within 1200m of home
- To make the best use of facilities, the Council will promote the dual use of education sports and recreation facilities by the public.

Culture Strategy and Parks & Open Spaces Strategy

The London Borough of Havering recognises the value of its parks and open spaces, and all cultural assets. In both the Culture Strategy and the Parks and Open Spaces Strategy it outlines how parks and open space have both an intrinsic and instrumental value.

The Parks & Open Spaces Strategy states: *“green open spaces are a beautiful and precious resource that should be protected, enjoyed and celebrated, simply for what they are”*. It also lists 15 instrumental benefits of parks, including *“promoting positive physical, mental and emotional wellbeing”* and *“acting as a focal point for communities”*.

The Action Plan within the Parks & Open Spaces Strategy is focussed on three overarching objectives which reflect the role and value of these spaces: 1) Health & Wellbeing; 2) Learning & Personal Development; 3) Towns & Communities.

Sustainable Communities Strategy / 'Living Ambition'

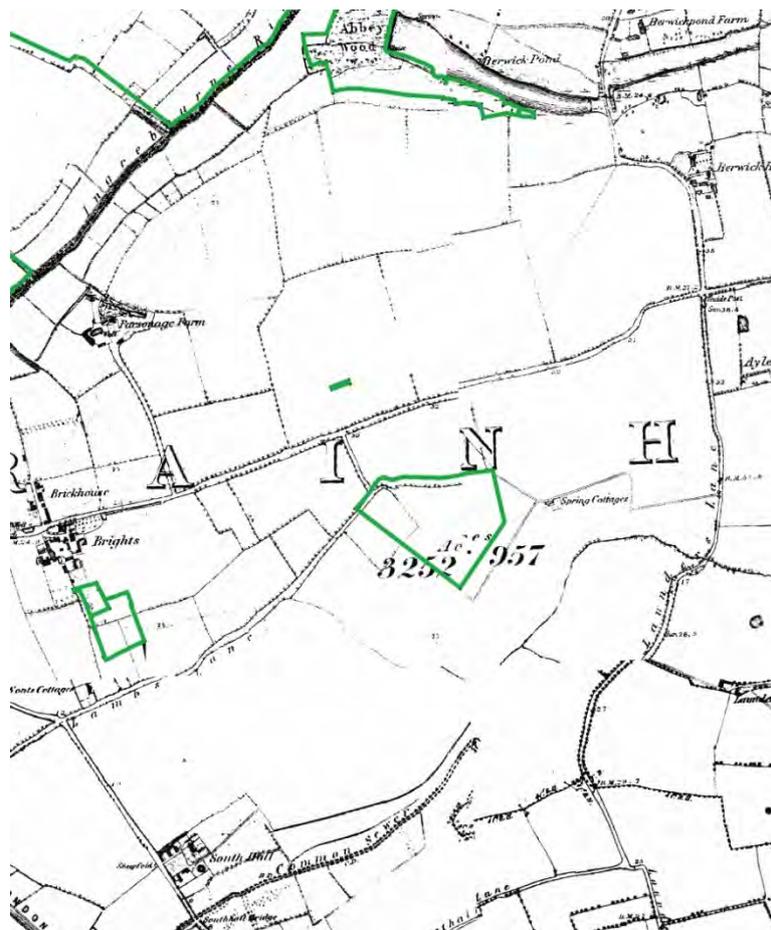
The Sustainable Community Strategy was formed by the Havering Strategic Partnership and acts as an over-arching plan, setting the direction and priorities for other key plans and strategies in Havering, and ensuring effective coordination and targeting of services. The Strategy sets out five priorities: 1) Environment, 2) Learning, 3) Towns & Communities, 4) Individuals, 5) Value. The table below describes, in broad terms, how Parks and Open Spaces contribute to these priorities.

Environment	Providing beautiful and safe green spaces that local people will take pride in, that will help provide cleaner air for all, will provide pleasure, relaxation and recreation for adults, will secure places for children to play, and will contribute to the greening, attractiveness and biodiversity of the borough.
Learning	Providing opportunities for learning, through discovery of nature and heritage, through allotments food growing and horticulture, and through the sports and physical activity undertaken in our parks.
Towns and Communities	Contributing to the physical, social and economic regeneration of the borough through the provision and maintenance of high quality open spaces and by ensuring culture is at the heart of our towns and communities.
Individuals	Contributing to the quality of life of local people, improving health and wellbeing and reducing health inequalities, by providing opportunities for participation in culture within our open spaces; parks, allotments and countryside. Providing activities for everyone, including children, young people and families, older people and disabled people, in a way that is fully inclusive and where people feel welcome and safe.
Value	Continuing to deliver an efficient, innovative and high-quality service, whilst working in partnership with internal and external agencies and through engagement with residents and groups such as Friends of Parks.

APPENDIX 2 – History

Rainham is recorded in the Domesday Book of 1086 as Raineham and is thought to mean 'homestead or village of a man called Regna', formed from an Old English name and 'hām', meaning settlement.

For much of its history Rainham was an agricultural settlement, using the River Thames for trade. In the 16th century industry was limited to a boat-builder and tannery. There are links between Rainham farms and the City of London from the Middle Ages and after the wharf was redeveloped in the 1720s trade increased; including the bringing of muck from London for use in the fields. By 1929 most of the farmland had been given over to market gardening. The ferry to London was supplemented with new coaching links in the 18th century and a railway station opened in 1854. A second wharf was constructed in 1872 and from 1869 there was a growth in industrial development, including chemical and fertiliser factories. The Murex iron-founders moved to Rainham in 1917 and grew along the river, eventually becoming part of the British Oxygen Company. Away from the river, other industries included brickmaking and after World War II there was a growth in gravel extraction although the area around the Park remained agricultural land well into the 20th century. Spring Cottages are marked on 19th-century maps with much of the surrounding area, including the future site of Spring Farm Park, shown as fields.



1870-1881 Map

On the 22nd February 1909 following the death of the current owner, a Thomas Circuit, the area, including Spring Farm, was put up for auction. Spring Farm was sold for £7000

MESSRS. KENSLEY.

Re Thomas Circuit, deceased.
RAINHAM and UPMINSTER, ESSEX.—
First-class Market Garden and Factory
Lands, in good positions near the L.T. and S.
Railway, from 13 to 15 miles from London.
Possession at Michaelmas next.

**TO INVESTORS, LAND BUYERS, AND
LOCAL AUTHORITIES.**

The important and increasingly VALUABLE
FREEHOLD ESTATE, comprising a total
area of about 275 acres, eminently suitable
for small holdings and building development,
and consisting of 4 excellent farms, with ex-
ceptionally good homesteads and cottages,
Brick House and Spring Farms, Rainham,
and Brambles and Heath Farms, Upminster.
Also 15½ acres of unrestricted factory land,
with frontage of nearly 1,000 feet to Ferry
Road, Rainham, between the Railway Station
and the Thames and Rainham Creek. The
properties at present produce, from two
tenants, £741 per annum.

MESSRS. KENSLEY will **SELL** the above
by **AUCTION**, at the Mart, E.C., on
February 22nd, in Five Lots.

Particulars of Messrs. Danby Brooks and
Co., 63, Cornhill, E.C., and of the Auctioneers,
17, Finsbury Circus, E.C., and Romford and
Woodford.

Advert offering Spring Farm for sale in 1909—East Anglian Daily Times 16 January 1909

At the meeting of the Romford Rural District Council of 30th January 1934 it was resolved to agree the purchase 15.85 acres of land at Spring Farm at a cost of £2400 for use as a public open space. At the Council meeting held on 18th December 1934 the Ministry of Health sanction for a loan to purchase Spring Farm was reported by the Clerk of the Hornchurch urban District Council.

ROMFORD, Jan. 30.

Mr. H. Gunary, J.P., chairman.

Houses to Let.—The Surveyor (Mr. W. J. Grant) said good progress was being made with the building of ten Council houses in Sunnings Lane, Upminster. He submitted plans for a further six houses in Moor Lane, Cranham, at a cost of £2,000, and said if the houses were let at 7/- a week they would show a profit.—It was agreed to send the scheme to the Minister of Health, and to ask for permission to purchase the necessary land at £400 per acre.—The Surveyor was instructed to prepare plans for a further ten houses on a site adjoining the present one in Sunnings Lane.

Open Space.—It was agreed to purchase a tract of land, 15.85 acres in extent, on Spring Farm, Rainham, for use as an open space, at a cost of £2,400.

Extract from Chelmsford Chronicle 02 February 1934

It is first marked as a recreation ground on the 1939 Ordnance Survey map, following the footprint of the old field to a great extent, while having lost land along the eastern edge.



1933-1940 map

At the HUDC Pleasure Grounds Committee on 6th March 1935 it was estimated that it would cost £700 to erect 1.140 yards of “unclimbable fencing with pointed tops” around Spring Farm Park. A further £67 would be required for ploughing, harrowing and sowing with grass seed.

At the Council Meeting of 17th September 1935, the surveyor produced a plan of the proposed layout for Spring Farm Park. The plan was approved in principle. At the same meeting a report from the Pleasure Grounds, Allotments and Fire Brigade Committee held on 4th September 1935 recorded that Messrs Dobbing and Co. of Sunderland were erecting the fencing at the park.

At the Hornchurch Council meeting held on 15th October 1935 a letter was read from ***“the Rainham Cricket Club applying for the use of the Spring Farm Recreation Ground during the 1936 season and asking if the Council would lay down a pitch.”*** It was recommended that a cricket pitch be laid down with turf and ***“sheep be grazed on the ground to improve its condition for the cricket season of 1936”***.

Rainham United and the Rainham Association of Old Scholars who were using the Rainham Recreation Ground requested that they be allowed to use Spring Farm ***“for the present football season or that they be allowed to level the Recreation Ground”***. The latter was agreed to and it was stated that the new ground at Spring Farm would not be used that season.

At the Council meeting on 17th December 1935 a letter was read from Rainham Cricket Club asking ***“what rent would be required for the use of the cricket pitch at Spring Farm and whether a pavilion would be provided”***. The Pleasure Grounds, Allotments and Fire Brigade Committee recommended that the rent be the same as Upminster i.e. £25, that the surveyor be instructed to proceed with the erection of a pavilion and to report on the question of laying on a water supply. The surveyor was able to report that the laying of the cricket pitch had been completed.

At the meeting on 18th February the surveyor was requested to submit a specification and plans for a pavilion at the next meeting on 17th March. At the next meeting the surveyor submitted plans and was instructed to invite tenders for the pavilion and for the supply of water.

In April 1936, after an inspection, the cricket pitch was found to be unfit to play on and Rainham Cricket Club made other arrangements for the 1936 season. This produced a number of recommendations at the Council meeting held on 21st April 1936 that

- 1) Spring Farm be not opened to the public until the cricket season 1937.**
- 2) The Surveyor be instructed to cover the cricket pitch with fine earth and re-sow with grass seed**
- 3) The Surveyor submit a report to the Special Meeting of the cost of turfing the pitch**
- 4) The Committee visit the ground after the 15th instant and consider further the question of a water supply and the making up of the entrance road “.**

Recommendation 1. was rescinded at the meeting held on 16th June 1936 following a motion by Councillor J.R. Wren which was seconded and resolved.

At the meeting of the Council held on 15th September the Acting Surveyor reported that; ***(a) the cricket pavilion in the course of erection by Messrs. Cripps Bros. was commenced on 12th August (1936) and he anticipated that the work would be completed in a fortnight (b) that quotations had been received for cutting and reaping the grass and that Mr. C.W. Bridge in the sum of £5. 0. 0. had been accepted.***

The work had been carried out, two football pitches were ready for use and the respective clubs notified (c) the painting of the fence had now been completed”.

At the following meeting on 20th October it was reported that the pavilion at Spring Farm had been completed and that conveniences were now required. It was recommended that ***“two timber weather boarded W.C.’s be erected and fitted with Elson Chemical Closets, one of the latter being available from the Upminster Recreation Ground”.***

At the meeting on 16th February 1937 tenders were considered for the laying of a 1” galvanised barrel water main from Lambs Lane to the Cricket Pavilion at Spring Farm. The tender of Messrs Cripps Brothers of Southend Road, Rochford of £35. 0. 0. was accepted. It was also confirmed that ***“the times of opening and closing Spring Farm and Park Lane Recreation Grounds which prevailed last year be adhered to”.*** (This is a little unclear but is probably a reference to the opening hours of the parks in general and that Spring Farm Park should have the same hours).

At the Pleasure Grounds, Fire Brigade and Ambulance Committee held on 4th May 1937 a revised layout of the recreation ground was approved and it was agreed that tenders be invited for the erection of a combined shelter, ticket office and tool shed.

At the meeting held on 1st June 1937 the allocation of football pitches for the 1937/1938 season listed Rainham Past Scholars Football Club on alternate weeks and Rainham United Football Club each week at Spring Farm Recreation Ground.

On 29th June 1937 the tender of Messrs W.H.C. Heath & Son of Ilford, in the sum of £144 19s 0d was accepted subject to Contract for the shelter and ticket office. Plank swings and a see saw for Spring Farm were included in a tender specification for park equipment in the Hornchurch district.

On 31st August 1937, the Pleasure Grounds, Fire Brigade and Ambulance Committee granted the application of Thompson and Bayliss FC to use a pitch at Spring Farm one day each week, provided they accepted one day on alternate weeks until 30th September when a further pitch would be available. At the same meeting it was reported that Rainham United had altered their application from one day in each week to one day on alternate weeks.

On 1st February 1938 the Committee established hours of opening for Spring Farm Recreation Ground ***“This park be opened during the months of June, July, August and September between 10 am and the normal closing hours got other parks in the district, and during the remainder of the year, between 8am and 4pm”***

SPRING FARM RECREATION GROUND.

FOOTBALL PITCHES.

This Recreation Ground can provide three football pitches and this number was originally laid out this season but only two are in use at the moment. The pavilion recently erected in this ground, was erected chiefly with a view to providing accommodation for Cricket Teams, but also served for dressing room accommodation for football teams. In this connection it should be borne in mind that if the Committee propose to let three football pitches next year the dressing room accommodation in the pavilion will be somewhat congested.

CRICKET PITCH.

The Cricket Pitch has been let to a Club for use during the coming season and the accommodation available is satisfactory in every respect. Messengers have been invited for the laying on of a water service to the pavilion from the water main recently laid by the South Essex Waterworks Company in Lamb Lane. The cricket table will, however, require watering during the coming season and in order to avoid the use of an excessive length of hose, the question of laying a $\frac{3}{4}$ " main to a box near the actual table should receive consideration.

LAYOUT

So far as the layout of this ground is concerned, it is suggested that suitable path should be laid from the existing entrance in Lamb Lane around the boundary as far as the pavilion this coming year. It is not suggested that a continuous border should be made round this path owing to the expensive maintenance of such borders but that trees should be planted around all sides of the ground with the exception of the northern side and that the ground between the suggested path and the boundary fence should be kept as grass land with the exception of a few isolated flower beds set out in this border.

PUTTING GREENS AND TENNIS COURTS.

There are no facilities at the moment for tennis or putting, but the provision of two tennis courts and a putting green should be considered.

CHILDREN'S PLAYGROUND.

The provision of playground appliances for the children should be considered and the cost of suitable appliances is included in the summary. In connection with these suggestions, it is hoped to be able to provide a draft layout for the approval of the Committee at this meeting.

GENERALLY

In connection with the development and laying out of the ground, if the Committee agree to proceed on the lines suggested, the question of supervision will arise. However, allowance should be made for the provision and erection of a suitable tool and mower shed, and it is considered that this accommodation could best be provided by a combined shelter, ticket office and tool and mower shed, as recently erected in other grounds. The question of supervision is dealt with later.

FENCING

This ground is completely fenced around its boundaries and the brick wall abutting on the new cemetery has practically been completed. The fencing displaced by this wall has been removed to Rylands Recreation Ground for re-erection.

HISTORY OF ESTIMATED COSTS.

	E.	s.	d.
Shelter, tool shed etc.	120.	0. 0.
Paths, Layout etc.	200.	0. 0.
Trees	75.	0. 0.
Water service to cricket pitch	20.	0. 0.
Children's Playground and appliances	150.	0. 0.
Two Hard Tennis Courts	250.	0. 0.
Putting Green	50.	0. 0.

Hornchurch UDC Surveyors report of 29th January 1937 to Parks Committee

How much of the items listed in the report happened before the outbreak of WW2 is unsure but during World War 2 the land was used for food production but in 1946 it was reinstated as a public park and work began in creating a useable recreation ground.



Children on swings at Spring Farm Park, Lamb's Lane, Rainham 13th August 1949. A note on the reverse reads Pond site - equipment later moved to other side of the park.

In 1947 / 48 2 hard surface tennis courts and a paddling pool were constructed along with a putting green.

1950 / 51 saw an additional two hard surface tennis courts, resurfacing of footpaths and construction of new ones.

1951 / 52 additional play equipment was installed

1952/53 New Entrance gates were installed at Maclennan Ave entrance

1953/54 a water garden was created.

Unfortunately the original cricket pavilion was maliciously burnt down in 1959 and a new cricket pavilion was built in in 1960/61.

A Park house was also built in 1962, since sold off around 2007, and around the same time hot water and showers installed in the football changing rooms.

Also to provide protection from the prevailing wind the shrubbery on the south side was extended and enhanced with the planting of Lombardy Poplars.

Some time around 1970, following complaints from adjacent householders, agreements were entered into with the developer of adjoining land to leave an area for car parking. This area was closed as a car park in the mid 2000's following complaints from residents.

The park also had public toilets, attached to the football changing rooms, that were closed when the staff cuts in the 1970's and 1980's reduced staffing numbers across many parks. Around this time also saw the closure of the putting green.

In 2008 there was a refurbishment of the play area during which the outdoor gym area and multi use games area was added and the now disused paddling pool removed. A new metal roof was added to the cricket pavilion around this time as well and the rear of the pavilion enclosed with fencing to make a secure compound.

In 2017 two sown wildflower areas were created on the south side of the park to enhance the area managed for wildlife.



Havering Libraries-Local Studies

Spring Farm Park, Lamb's Lane, Rainham 1949. The view includes a man and child with golf clubs

APPENDIX 3 Pesticide Reduction Policy

Introduction

It has been widely recognised that indiscriminate use of pesticides in the past has led to significant environmental damage and damage to human health. In addition, the use of pesticides without full knowledge of the environmental and health implications is now no longer acceptable, and due caution in their use is enshrined in legislation and regulation both at European and National level.

Havering's Parks Service has developed a pesticide (reduction) strategy aimed at minimising the use of pesticides and the risks which pesticides can present.

The pesticide (reduction) strategy is considered to be a useful contribution to the development of Local Agenda 21 in Havering. The strategy recognises that the use of pesticides is not always necessary and that more environmentally friendly alternatives are available.

The strategy recognises that when it is absolutely essential to use pesticides, their use is strictly controlled and limited to specific tasks. In the context of Local Agenda 21 development in Havering, the pesticides (reduction) strategy is considered a step towards a more sustainable use of resources in grounds maintenance operations.

The pesticide (reduction) strategy covers all aspects of pesticide use in the Borough of Havering.

The Parks Service's grounds maintenance specification has been written with the minimum requirement for the programmed use of pesticides. No Pesticides are used at Central Park.

What are Pesticides?

A pesticide is any organic or inorganic preparation, substance or organism approved under the Control of Pesticide Regulations (COPR) 1986 (1993). The term pesticide includes:

- (a) Herbicides
- (b) Insecticides
- (c) Fungicides
- (d) Ovicides
- (e) Growth regulators
- (f) Soil Sterilants
- (g) Animal repellents
- (h) Wood preservatives

Pesticides have different types of modes of actions these being:

- (a) Contact
- (b) Translocated
- (c) Residual
- (d) Residual – absorbed by roots
- (e) Systemic

Protection of Wildlife and Wild Plants

In making plans for pesticide use, consideration should be given to the importance of habitats for wildlife and wild plants, especially where there are hedges, ditches, grassland, scrub, shrubs and areas of water.

Contamination of habitats by insecticides, herbicides or fungicides, either by direct application or from drift, should be prevented to avoid harmful effects on beneficial invertebrates and other wildlife.

Unnecessary pesticide use in amenity areas, i.e. areas not used for agriculture, commercial horticulture, forestry or domestic gardens, may involve risks to the health of human beings, creatures, plants and the environment, the development of resistance, and the destruction of beneficial invertebrates. The Food and Environmental Protection Act 1985 states the need to safeguard the environment as well as human health when choosing and applying pesticides.

Consideration must be given to the proximity of water features, free draining areas and drains and to particular sites which may be sensitive to pesticides.

Identifying the "Pest" Problem

For the Parks Service, a "pest" is defined as:

- (a) Undesirable weeds:
 - (i) Which disrupt and raise tarmac, concrete and paved areas, creating a hazard
 - (ii) Which harbour vermin
 - (iii) Disrupt the playing surfaces for fine turf sports
- (b) Fungal diseases:
 - (i) Which can damage the health of fine turf grasses
 - (ii) Control of fungal diseases on fine turf
- (c) Harmful insects:
 - (i) Control of Brown Tail Moth in spring/summer

Before selecting a pesticide the following questions should be considered by the Parks Officer.

- (a) Is there really a "pest" problem?
- (b) Why is there a problem?
- (c) Can the problem be solved by changing the environmental conditions, and if so what alternatives are available?
- (d) Can the "pest" problem be controlled/prevented without the use of pesticides?
- (e) Is it absolutely necessary to be free from the "pests"?
- (f) Can the problem be allowed to resolve itself?

The decisions whether to apply a pesticide or not should be made only after:

- (a) Correctly identifying the pest, and the probably degree of infestation or infection and whether it is a problem.
- (b) Considering alternative pest control measures, e.g. any biological or mechanical methods which will control or prevent the reoccurrence of the problem.
- (c) Considering any previous experience of the problem and control methods.
- (d) Determining whether it is the correct time to apply a pesticide.
- (e) Considering the suitability of weather conditions.

Applying Pesticides

All pesticides will be applied in accordance with methods as set out in the Pesticide Regulations

All operatives using pesticides will hold the relevant NPTC training certificate.

All precautions must be followed to ensure the safety of the public and the environment whilst spraying is in operation. Avoid spraying near people and animals.

Warning signs should be positioned around the spray area.

Training

The Control of Pesticides Regulations 1986 impose a general obligation on all those who use pesticides in the course of their work to ensure that they have received adequate instruction and guidance in the safe, efficient and humane use of pesticides and are competent for the duties which they are called upon to perform.

Contract Inspectors shall receive training on pesticides to the basic standard of the National Proficiency Tests Council's Pesticide Application (PA) modules – PA1 and PA6.

Request to Spray Pesticides Pro-Forma

REQUEST TO SPRAY PESTICIDES

Contractor name:.....

Name of operative:.....

Location to be sprayed:.....

Date of spraying:..... Duration:.....

Reason for application:.....

Name of pesticide:.....

Active ingredient:.....

Application rate:..... Water Volume:.....

Size of area to be sprayed.....

Method of application: () CDA () Knapsack () Tractor mounted
() Walkover

Calibration sheet used: () YES () NO

If no please state below how you propose to calibrate the spraying equipment:
.....
.....

Measures taken to dispose of surplus pesticide/tank washings:
.....
.....

All spraying operations shall be carried out in accordance with all relevant legislation, regulations, codes of practice and Health & Safety guidelines.

I hereby Authorise/Reject the use of the above mentioned pesticide.
(If the request to spray is rejected, the contractor will be notified in writing to the reason(s) why on the day of the assessment of the request).

Authorising Officer:..... Signature:.....

Date:.....

Non-Chemical Alternative Methods of Control

Toleration

The main reason for the control of weeds on hardstanding and shrub beds is aesthetic (it looks neat and tidy). In certain circumstances weeds will damage hard surfaces and compete with plants for light moisture and nutrients, but these are not usual unless the weeds have been permitted to grow to a size when damage/competition can occur. The usual process is to remove them long before this can occur.

In managing the hardstanding and shrub beds the question of toleration needs to be looked at in each site. Do we need this path/shrub bed to be 100% weed free? If yes a further question should then be asked - What method of weed control should be used? (See alternative methods of weed control).

If it is agreed that certain paths/shrub beds do not need to be 100% weed free then tolerance levels need to be agreed and set. Following this the method of control needs to be specified.

Mulching

The amount of residual herbicides used can be greatly reduced by using mulch across the top of the shrub/rose beds. There is a range of products that can be used for mulching

- Bark
- Spent mushroom compost
- Well-rotted FYM
- Organic compost
- Leaf litter
- Mypex
- Plastic sheeting
- Black woven plastic
- Microperforated polyethylene fabric
- Non-woven wool
- Non-woven fleece
- Carpet
- Cardboard
- Compressed peat paper
- Newspaper
- Compost
- Well-rotted manure
- Leaf mould
- Forest bark
- Sawdust
- Shredded pruning's/wood chips
- Gravel/shingle

Each one of these products has different qualities and need to be applied at sufficient depth to work correctly. Organic mulches require regular topping up but have the advantage of improving the soil and adding nutrients.

All mulches should be applied to a weed free surface.

A well applied mulch will not only look attractive it will also ensure a virtually weed free surface.

Mulches should be applied in October while the heat is still in the ground. The mulch then acts as an insulating layer, trapping the heat in and protecting the plants. If the mulch is applied in March the reverse happens and the soil takes a longer period of time to warm up.

Hoeing

The garden hoe is one of the main weapons used to control weeds. There are two basic types of hoe.

- The Dutch Hoe
- The Swan Neck Hoe

It is important when using the hoe to ensure that it is sharp as it makes working easier.

Hoeing is mainly used to remove individual weeds and is a very good method of control for annual weeds; it is not such a good control of perennials, as the cut stem will grow again from the rootstock.

Hoeing on a regular basis also has a residual control as it creates a “dust mulch” on the surface of the beds by breaking the water capillaries just under the surface. The dust mulch helps reduce the ability of weed seeds to germinate. The dust mulch will be broken during irrigation or rainfall.

Strimming

Nylon corded trimmers can be used to remove weeds from hard standing, they should not be used for weeding beds as they catch stones and throw them considerable distances. Trimmers are particularly effective on annual weeds or in areas where the weeds can be tolerated to a height limit.

They are very effective and quick in skilled hands. However they are noisy and their use in public places needs to be carefully considered.

With brush-cutting heads fitted trimmers are able to cut down dense non-woody vegetation.

Manual Weeding

Manual weeding is still the only effective way of removing plants from certain situations without causing any collateral damage.

It is expensive because it is very labour intensive. It can be hazardous in areas where sharps are found.

It is a good method of removing perennial weeds.

Protective gloves must be worn at all times.

Burning

There are a number of devices on the market that can be used to control weeds by burning. Most of these use a combustible liquid (e.g, paraffin) under pressure and ignited at the nozzle. The jet of flame then burns the target.

Flame control should only be used for control of weeds on hard surfaces. The use of flame control can cause macadam surfaces to break up. Therefore the use of flame control is very limited by opportunity.

These devices have been quite dangerous and a number of industrial accidents have been caused to operatives. In addition they should not be used in periods of drought as they could easily burn off more than the intended target.

Full risk assessments would need to be carried out before using any method of flame control device.

Planting Densities

Weeds germinate and grow best when they have opportunity to do so and there is little competition or where the weed is able to suppress the competition.

When designing and planting new shrub borders the usual method of design is to aim for a closed canopy within three years. (A closed canopy is where the plants that were planted a set distance apart have eventually grown to the point where they meet and appear as one large group).

In the period before the closure of the canopy weeds have an opportunity to establish in the gaps between the newly planted shrubs. The planting distance between the shrubs determines how quickly the canopy closes. By reducing the gap the canopy can be closed within 18 months or even within the next growing season to when the shrubs were planted. This increases the competition on any weeds that have germinated and also acts as a suppressant to further weeds, reducing the possibility of them germinating.

Weed Control: Hard Surface areas

Sweeping

Waipanea Hot water treatment system,

Hoaf Weedmaster Heat treatment system

Weed Control: Fine Turf

Scarifying

Raking

Brushing

Switching

Aeration

Organic Substances, i.e. liquid iron, Liquid fertilisers

Biological, i.e. Inhibiter (trade name) contains natural plant Solutes.

Legislation

Legislation governing the use of pesticides includes:

- (a) The Food and Environment Protection Act 1985
- (b) The Control of Pesticides Regulations 1986
- (c) The Control of Substances Hazardous to Health Regulations 1988
- (d) The Water Act 1989
- (e) The Environmental Protection Act 1990
- (f) Control of Pollution Act 1974
- (g) Health and Safety at Work Act 1974

There are also a number of Codes of Practice which are aimed at Users of pesticides in public areas, which give practical guidance, including methods of meeting the requirements of COSHH.

Any pesticide must be used in accordance with the "General Consents" issued under the Control of Pesticides Regulations 1986. Consent C (a), paragraph 2, states that users of pesticides shall take all reasonable precautions to protect the health of human beings, animals and plants, to safeguard the environment and in particular to avoid pollution of water.

Only Glyphosate is on the list of approved products for use in Havering's Parks and Open Spaces

APPENDIX 4 – Examples of Risk Assessments



RISK ASSESSMENT FORM

Assessors name: James Rose	Date of Assessment: 19/4/19	Activity/Task: Conservation/Meadow grass areas
Directorate: Culture and Communities	Service: Culture and Leisure Group: Parks and Open Spaces	3rd Tier Manager: Martin Stanton

Hazards	Who may be harmed & How	Existing Controls	Risk Rating	Further Controls	Residual Risk	Actions by whom & when	Implemented Y/N
Long grass areas being set on fire	Adjoining properties and park buildings Fire damage to property	Fire breaks cut around properties and buildings Where hay is cut bales taken ASAP Conservation areas cut regularly Meadow areas cut and arisings cleared Parks litter picked and bins emptied regularly to remove potential hazards Parks Protection Service act as Fire Liaison to the LFB and provide first contact with incidents, directing LFB to area and watering points Park Rangers on site in country parks with large areas of long grassland	Likelihood: Fairly likely Consequence: Major Risk Level: 12 Tolerable	Publicity material to educate park users on the dangers of leaving litter in parks which could cause fires in hot weather Staff instructed to contact LFB in event of fire	Likelihood: Fairly likely Consequence: Major Risk Level: 12 Tolerable	JR 19/07/19 JR/MH 19/07/19	Y Y

		<p>No naked flames, including BBQ's are permitted in the parks</p> <p>Park Watch and Friends of Parks act as eyes and ears and report incidents</p>					
Long grass areas being set on fire	<p>Park users, staff, residents in adjoining properties</p> <p>Injuries</p>	<p>Fire breaks cut around properties and buildings</p> <p>Where hay is cut bales taken ASAP</p> <p>Conservation areas cut regularly</p> <p>Meadow areas cut and arisings cleared</p> <p>Parks litter picked and bins emptied regularly to remove potential hazards</p> <p>Parks Protection Service act as Fire Liaison to the LFB and provide first contact with incidents, directing LFB to area and watering points</p> <p>Park Rangers on site in country parks with large areas of long grassland</p> <p>No naked flames, including BBQ's are permitted in the parks</p> <p>Park Watch and Friends of Parks act as eyes and ears and report incidents</p>	<p>Likelihood: Fairly likely</p> <p>Consequence: Major</p> <p>Risk Level: 12 Tolerable</p>	<p>Publicity material to educate park users on the dangers of leaving litter in parks which could cause fires in hot weather</p> <p>Staff instructed to contact LFB in event of fire</p>	<p>Likelihood: Fairly likely</p> <p>Consequence: Major</p> <p>Risk Level: 12 Tolerable</p>	<p>JR 19/07/19</p> <p>JR/MH 19/07/19</p>	<p>Y</p> <p>Y</p>
Long grass areas being set on fire	<p>Park users, staff, residents in adjoining properties</p>	<p>Fire breaks cut around properties and buildings</p> <p>Where hay is cut bales taken ASAP</p>	<p>Likelihood: Fairly likely</p>	<p>Publicity material to educate park users on the dangers of leaving litter in parks which</p>	<p>Likelihood: Fairly likely</p>	<p>JR 19/07/19</p>	<p>Y</p>

	Death	<p>Conservation areas cut regularly</p> <p>Meadow areas cut and arisings cleared</p> <p>Parks litter picked and bins emptied regularly to remove potential hazards</p> <p>Parks Protection Service act as Fire Liaison to the LFB and provide first contact with incidents, directing LFB to area and watering points</p> <p>Park Rangers on site in country parks with large areas of long grassland</p> <p>No naked flames, including BBQ's are permitted in the parks</p> <p>Park Watch and Friends of Parks act as eyes and ears and report</p>	<p>Consequence: Major</p> <p>Risk Level: 12 Tolerable</p>	<p>could cause fires in hot weather</p> <p>Staff instructed to contact LFB in event of fire</p>	<p>Consequence: Major</p> <p>Risk Level: 12 Tolerable</p>	JR/MH 19/07/19	Y
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Review date: 1. 04.20

Date communicated to staff: 19.04.19

If a new activity/equipment/any changes have been identified then Risk Assessment must be reviewed otherwise it should be reviewed annually.

Risk Matrix

The matrix below is designed to help you in identifying a risk level for a given task or activity. Using your experience, the available evidence and existing precautions/ control measures in place you will have already determined the consequence of harm, and the likelihood of the harm being realised. The level of risk for the respective task or activity can now be determined using the following matrix.

CONSEQUENCE	Catastrophic	5	5	10	15	20	25	17-25 Unacceptable Stop activity and make immediate improvements
	Major	4	4	8	12	16	20	10-16 Tolerable Look to improve within specified timescale
	Moderate	3	3	6	9	12	15	5-9 Adequate Look to improve at next review
	Minor	2	2	4	6	8	10	
	Insignificant	1	1	2	3	4	5	1-4 Acceptable No further action, but ensure controls are maintained
			1	2	3	4	5	
			Very unlikely	Unlikely	Fairly likely	Likely	Very likely	
			LIKELIHOOD					



RISK ASSESSMENT FORM

Assessors name: Tom Fradd	Date of Assessment: July 2019	Activity/Task: RA44 Use of Strimmer's & Hedge Cutters
Directorate: Neighborhoods	Service: Public Realm Group: Parks and Open Spaces	3 rd Tier Manager: Paul Ellis

P.P.E TO BE WORN BY ALL HIGHWAYS OPERATIVES APPROPRIATE TO THE TASK BEING CARRIED OUT (HI-VISABILITY CLOTHING, SAFETY BOOTS, GOGGLES, GLOVES DUST/FACE MASK, EAR DEFENDERS, HARD HATS, SPECIFIC PRTECTIVE CLOTHING: FLAME RETARDANT PROTECTION FOR LEGS (I.E TROUSERS, SPATS, COVERALL)

Hazards	Who may be harmed & How	Existing Controls	Risk Rating	Further Controls	Residual Risk	Actions by whom & when	Implemented Y/N
Use of Strimmer's, Hedge Cutter	Operatives Public Ejection of debris Eye Injury Puncture/piercing wounds Cuts/lacerations	Tools/equipment are used for their intended use ONLY , and used in accordance with the manufacturers guidance Strimmer, Hedge Cutter to be held firmly with both hands (2 points of contact), to maintain a secure grip to avoid kickbacks. All equipment will be stored away after use, no equipment will be left on site over night All equipment to come to a complete stop before moving or placing down.	Likelihood: 2 Consequence: 4 Risk Level: 8	Operative inform manager/supervisor of any tools/equipment that are not suitable for the type of work being undertaken. Operatives are trained in the use of new tools and equipment prior to use. Equipment selected with Anti-vibration mountings and ergonomically angled handles Refresher training to be carried out as identified in the training	Likelihood: 2 Consequence: 3 Risk Level: 6	Manager Supervisor Operatives Ongoing	

		Defected tools/equipment are RED TAGGED , taken out of use, recorded in defect book and reported to the manager/supervisor		matrix. Tool box talks Work carried out on or near public highways RA1 is to be used in conjunction with this activity			
Contact with wheel/moving parts	Operatives Eye Injury – Flying particles from disc or materials being cut. Entanglement – Clothing/jewellery/ hair Contact with equipment Fractures/cuts/ lacerations/ amputations/ fatality.	Tools/equipment are used for their intended use ONLY , and in accordance with the manufacturers guidance. Equipment used in accordance with training and manufacturers instructions. Tools used for the purpose for which they have been designed. Guards are to be in place, maintained and operational at all times. Loose hair, ties, jewellery and other clothing are not in the vicinity of moving parts of powered tools, which can lead to entanglement and serious injury.	Likelihood: 2 Consequence: 4 Risk Level: 8	Operative to inform manager/supervisor of any tools/equipment that are not suitable for the type of work being undertaken. Instruction Manual and Safe Working Procedures are issued with all new tools/equipment Operatives are trained in the use of new tools and equipment prior to use and have completed Abrasive Wheel Training Refresher training to be carried out as identified in the training matrix. Regular Tool box talks carried out	Likelihood: 2 Consequence: 3 Risk Level: 6	Manager Supervisor Operatives Ongoing	
Manual Handling	Operatives Lifting tools/equipment Musculoskeletal injuries – Sprain/strains	All operatives attend Manual Handling Training Operator to use good manual handling techniques whilst operating strimmer, hedge	Likelihood: 2 Consequence: 3 Risk Level: 6	Manual Handling is to be carried out in accordance with the Manual Handling Regulations 1992	Likelihood: 2 Consequence: 3 Risk Level: 6	Manager Supervisor Operatives Ongoing	

	<p>Repetitive body movements – awkward positions, excessive effort</p> <p>Dropping of tools/equipment crushing, cuts/lacerations/abrasions</p> <p>Sharp edges stabbing/puncture wounds</p>	trimmer		Refresher Manual Handling Training as identified in training matrix			
Biohazards	<p>Operatives</p> <p>Contact with - Faeces, Birds Guano (droppings) Weill's Disease Sharps</p> <p>Illness Diseases Puncture wounds</p>	<p>Visual inspection of working area to be carried out</p> <p>Any unidentified material found (i.e. Asbestos, discarded syringes) should be reported to the Manager/Supervisor immediately.</p> <p>Operatives to ensure all vaccinations (tetanus, Hep B) are up to date</p> <p>Operatives to maintain personal hygiene</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	<p>Letters sent by Medigold to operatives when they require a vaccination</p> <p>Contact Occupational Health for advice</p>	<p>Likelihood: 2</p> <p>Consequence: 2</p> <p>Risk Level: 4</p>	<p>Manager Supervisor Operatives</p> <p>Ongoing</p>	
Re-fuelling of Equipment - Fuel and Oils	<p>Operatives General Public</p> <p>Inhalation of fumes – Respiratory irritation</p> <p>Skin Irritation – Dermatitis</p> <p>Fire – Burns</p>	<p>No refueling whilst engine running. Fuel supply container must be labelled to show contents.</p> <p>Container to be kept at least 10 metres from working area, away from sources of ignition and sunlight.</p>	<p>Likelihood: 2</p> <p>Consequence: 4</p> <p>Risk Level: 8</p>	<p>All major spillages reported to manager/supervisor immediately</p> <p>Risk Assessment RA47 De-canting of Fuel</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	<p>Manager Supervisor Operatives</p> <p>Ongoing</p>	

	Explosion	<p>Fuel can with auto fuel shut off to prevent spillage or over fill should be used.</p> <p>Mop up spillages as they occur, including spills on clothing. Use only bio-chain oil.</p> <p>No Smoking as per Council policy</p> <p>Risk Assessment RA47 De-canting of Fuel MUST be applied in relation with this activity</p> <p>For ratio's of fuel refer to SW20</p>					
Slips, Trips and Falls	<p>Operatives</p> <p>Uneven/slippery ground</p> <p>Environmental conditions and terrain</p> <p>Strains/sprains, cuts, lacerations. Abrasions, broken limb</p> <p>Fatality</p>	<p>Visual check of ground conditions prior to commencement of work</p> <p>Stand only on ground that can be established as firm</p> <p>Regular house keeping within working area</p>	<p>Likelihood:</p> <p>Consequence:</p> <p>Risk Level:</p>		<p>Likelihood:</p> <p>Consequence:</p> <p>Risk Level:</p>	<p>Manager</p> <p>Supervisor</p> <p>Operatives</p> <p>Ongoing</p>	
Noise/ Vibration	<p>Operatives</p> <p>General Public</p> <p>Use of tools and Equipment</p> <p>Hearing Damage</p> <p>Vibration White Finger</p>	<p>Operatives are trained in accordance with The Provision and Use of Work Equipment Regulations 1998 (PUWER)</p> <p>All tools/equipment used in accordance with the manufacturers instructions and</p>	<p>Likelihood: 2</p> <p>Consequence: 2</p> <p>Risk Level: 4</p>	<p>Noise & Vibration levels monitoring to determine if the requirements for protection exceeds standard P.P.E in accordance with:</p> <p>The Control of Noise at Work Regulations 2005.</p>	<p>Likelihood: 2</p> <p>Consequence: 2</p> <p>Risk Level: 4</p>	<p>Manager</p> <p>Supervisor</p> <p>Operatives</p> <p>Ongoing</p>	

	<p>Hand Arm Vibrations (HAVS)</p> <p>Changes in sensation Nerve damaged Pins and needles (tingling) Numbness</p>	<p>recommendations. Wearing of hearing protection if breaches the safe levels as stated in The Control of Noise at Work Regulations 2005.</p> <p>Select of power tools with the minimum level of vibration and minimise the time that it is to be used as per the manufacturers information</p> <p>Rotation of work patterns/short duration work</p>		The Control of Vibration at Work Regulations 2005			
Adverse Weather	<p>Operatives General Public</p> <p>Inhalation of fumes Respiratory irritation Poor Visibility</p> <p>Skin Irritation – Dermatitis</p>	<p>If required dusk mask worn appropriate to the task being carried out.</p> <p>Airborne dust will be damped down with water</p> <p>Work in confined space is prohibited</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	An additional risk assessment for work in confined space will be carried out prior to commencement by the manager/supervisor	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	<p>Manager Supervisor Operatives</p> <p>Ongoing</p>	

Review date: July 2020

Date communicated to staff: 26/7/19

If a new activity/equipment/any changes have been identified then Risk Assessment must be reviewed otherwise it should be reviewed annually.

Risk Matrix

The matrix below is designed to help you in identifying a risk level for a given task or activity. Using your experience, the available evidence and existing precautions/ control measures in place you will have already determined the consequence of harm, and the likelihood of the harm being realised. The level of risk for the respective task or activity can now be determined using the following matrix.

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	Insignificant	1	1	2	3	4	5	1-4 Acceptable No further action, but ensure controls are maintained
			1	2	3	4	5	
			Very unlikely	Unlikely	Fairly likely	Likely	Very likely	
			LIKELIHOOD					

APPENDIX 5 – Pleasure Ground Byelaws

1. In these byelaws "the Council" means the Council of the London Borough of Havering and "the pleasure ground" means each of the pleasure grounds named in the First Schedule hereto.

2. An act necessary to the proper execution of his duty by an officer of the Council, or any act which is necessary to the proper execution of any contract with the Council, shall not be an offence under these byelaws.

3. Each of the pleasure grounds mentioned in the Second Schedule to these byelaws except the pleasure ground known as Lawns Park shall be opened at 8am, on each day throughout the year and shall be closed a half an hour after sunset on each day throughout the year, except that in the months of June and July they shall be closed at 9.30pm on each day.

The pleasure ground known as Lawns Park shall be opened at 7.30am, on each day throughout the year and shall be closed at 8pm, or half an hour after sunset, whichever shall be the earlier on each day throughout the year.

Provided always that this byelaw shall not be deemed to require the pleasure ground to be opened and closed at the hours hereinbefore prescribed on any day when, in pursuance of any statutory provision in that behalf, the Council close the pleasure ground to the public.

4. On any day on which the pleasure ground is open to the public a person shall not enter it before the time or enter or remain in it after the time appointed in the foregoing byelaw.

5. A person shall not in the pleasure ground without reasonable excuse:

(i) climb any wall or fence in or enclosing the pleasure ground, or any tree, or any barrier, railing, post, or other erection;

(ii) Remove or displace any barrier, railing, post, or seat, or any part of any erection or ornament, or any implement provided for use in the laying out or maintenance of the pleasure ground.

6. A person shall not in the pleasure ground light any fire or place, throw or let fall a lighted match or any other thing so as to be likely to cause a fire.

7. A person shall not, except in pursuance of a lawful agreement with the Council, or otherwise in the exercise of any lawful right or privilege, bring or cause to be brought into the pleasure ground any cattle, sheep, goats or pigs, or any beast of draught or burden.

8. A person shall not, except along the bridleways in the pleasure ground known as Bedfords Park or in the exercise of any lawful right or privilege, ride a horse in the pleasure ground.

9. (i) A person shall not, except in the exercise of any lawful right or privilege, bring or cause to be brought into the pleasure ground any barrow, truck, machine or vehicle other than:

- (a) a wheeled bicycle or other similar machine;
- (b) a wheelchair, perambulator or chaise drawn or propelled by hand and used solely for the conveyance of a child or children or an invalid.

Provided that where the Council set apart a space in the pleasure ground for the use of any class of vehicle this byelaw shall not be deemed to prohibit the driving in or to that space by a direct route from the entrance to the pleasure ground of any vehicle of the class for which it is set apart.

(ii) A person shall not except in the exercise of any lawful right or privilege ride any bicycle or other similar machine in any part of the pleasure ground.

10. A person who brings a vehicle into the pleasure ground shall not wheel or station it over or upon:-

- (i) any flower bed, shrub or plant, or any ground in course of preparation as a flower bed, or for the growth of any tree, shrub or plant;
- (ii) any part of the pleasure ground where the Council by a notice board affixed or set up in some conspicuous position in the pleasure ground prohibits its being wheeled or stationed.

11. A person shall not in the pleasure ground, walk, run, stand, sit or lie upon:-

- (i) any grass, turf, or other place where adequate notice to keep off such grass, turf, or other place is exhibited; provided that such notice shall not apply to more than one-fifth of the area of the pleasure ground;
- (ii) any flower bed, shrub, or plant or any ground in course of preparation as a flower bed, or for the growth of any tree, shrub, or plant.

12. No person shall in the pleasure ground remove or displace any soil or plant.

13. A person shall not, to the danger or annoyance of any other person in the ground, throw or discharge any missile.

14. A person shall not in the pleasure ground:-

- (i) bathe, wade, or wash in any ornamental lake, pond, stream or other water;
- (ii) without reasonable excuse foul or pollute any such water;

Provided that the foregoing byelaw shall not be deemed to prohibit wading in a children's paddling pool.

15. No person shall without lawful excuse or authority in the pleasure ground kill, molest or disturb any animal or fish or engage in hunting, shooting or fishing or the setting of traps or nets or the laying of snares;

Provided that this byelaw shall not be deemed to prohibit any fishing which may be authorised by the Council.

16. A person shall not, except in the exercise of any lawful right or privilege, have in his possession while he is on the ground any firearm unless it is so cover with a security fastened gun cover that it cannot be fired.

In this byelaw, firearm means any lethal barrelled weapon of any description from which any shot, bullet or other thing can be discharged.

This byelaw shall apply to all parts of the land except any part thereof which is a public right of way.

17. No person shall by operating or causing or suffering to be operated any wireless set, gramophone, amplifier or similar instrument or any musical instrument make, cause or suffer to be made any noise which is so loud and so continuous or repeated as to give reasonable cause for annoyance to other persons on the land. Provided that this byelaw shall not apply to any person holding or taking part in a band show or any other entertainment held in the ground in pursuance of an agreement with the Council.

18. Where the Council set apart any such part of the pleasure ground as may be fixed by the Council, and described in a notice board affixed or set up in some conspicuous position in the pleasure ground, for the purpose of any game specified in the notice board, which, by reason of the rules or manner of playing, or for the prevention of damage, danger, or time discomfort to any person in the pleasure ground may necessitate at any time during the continuance of the game., the exclusive use by the player or players of any space in such part of the pleasure ground - a person shall not in any space elsewhere in the pleasure ground play or take part in any game so specified in such a manner as to exclude persons not playing or taking part in the game from use of such a space.

19. A person resorting to the pleasure ground and playing or taking part in any game for which the exclusive use of any space in the pleasure ground has been set apart shall:-

(i) not play on the space any game other than the game for which it is set apart;

(ii) in preparing for playing and in playing, use reasonable care to prevent undue interference with the proper use of the pleasure ground by other persons;

(iii) when the space is already occupied by other players not begin to play thereon without their permission;

(iv) where the exclusive use of the space has been granted by the Council for the playing of a match, not play on that space later than a quarter of an hour before the time fixed for the beginning of the match unless he is taking part therein.

20. A person shall not in the pleasure ground drive chip or pitch a hard golf ball except on land set aside by the Council as a golf course, golf driving range or putting course.

21. A person shall not in any part of the pleasure ground which may have been set apart by the Council for any game play or take part in any game when the state of the ground or other cause makes it unfit for use and a notice is set up in some conspicuous position prohibiting play in that part of the pleasure ground.

22. A person shall not in the pleasure ground:

(i) except as hereinafter provided, erect any post, rail, fence, pole, tent, booth, stand, building, or other structure;

provided that this prohibition shall not apply where upon an application to the Council they grant permission to erect any post, rail, fence, pole, tent, booth, stand, building, or other structure upon such occasion and for such purpose as are specified in the application;

(ii) sell, or offer or expose for sale, or let to hire, or offer to expose for letting to hire, any commodity or article, unless in pursuance of an agreement, with the Council, or otherwise in the exercise of any lawful right or privilege, he is authorised to sell or let to hire in the pleasure ground such commodity or article.

23. (i) No person shall cause any power driven model aircraft to take off or land in the pleasure ground; provided that this byelaw shall not apply to the pleasure ground known as Bedfords Park..

(ii) Where an area within part of the pleasure ground so set apart for the flying of power-driven model aircraft is designated by the Council as an area from which aircraft may be launched and is described in a notice affixed or set up in some conspicuous position on the ground, a person shall not release such an aircraft for flight, or cause such an aircraft to take off, in any part of the ground other than that area.

(iii) No person shall (a) in the ground release any power-driven model aircraft for flight or control the flight of such an aircraft; or (b) cause such an aircraft to take off or land in the ground, unless it is attached to a control line and is kept under effective control.

(iv) In this byelaw the expression "power driven model aircraft" means any model aircraft driven by the combustion of petrol vapour or other combustible substances.

24. A person shall not in the pleasure ground:

(a) intentionally obstruct any officer of the Council in the proper execution of his duties;

(b) intentionally obstruct any person carrying out an act which is necessary to the proper execution of any contract with the Council; or

(c) intentionally obstruct any other person in the proper use of the ground, or behave so as to give reasonable grounds for annoyance to other persons in the ground.

25. A person shall not take part in any public show or performance in the pleasure ground provided that this byelaw shall not apply to any person taking part in a band, show or any other function held in the pleasure ground in pursuance of an agreement with the Council.

26. Every person who shall offend against these byelaws shall be liable on summary conviction to a fine not exceeding level 2 on the Standard Scale.

27. Any person who shall offend against these byelaws may be removed from the ground by any officer of the Council, or any constable.

28. The byelaws relating to pleasure grounds which were made by the Mayor Aldermen and Burgesses of the London Borough of Havering acting by the Council on the seventeenth day of July 1968 and were confirmed by the Minister of Health on the twenty-ninth day of November 1968 are hereby repealed.

29. The byelaw relating to pleasure grounds which was made by the Mayor Aldermen and Burgesses of the London Borough of Havering acting by the Council on the first day of November 1977 and was confirmed by the Secretary and State on the eleventh day of July 1978 is hereby repealed.

30. The byelaws relating to pleasure grounds which were made by the Mayor and Burgesses of the London Borough of Havering acting by the Council on the twenty-sixth day of February 1980 and were confirmed by the Secretary of State on the seventeenth day of July 1980 are hereby repealed.

The first schedule hereinbefore mentioned.

Pleasure Grounds to which byelaws are made under Section 164 of the Public Health Act 1875.

- Bedale Road Playground, Harold Hill
- Bedfords Park, Romford
- Berwick Pond Open Space, Hornchurch
- Brittons Playing Fields, Hornchurch
- Central Park, Harold Hill
- Clockhouse Gardens, Upminster
- Cottons Park, Romford
- Cranham Playing Fields

- Dagnam Park, Harold Hill
- Fielder's Sports Ground, Hornchurch
- Gaynes Parkway, Upminster
- Gidea Park Sports Ground
- Glen The, Rainham
- Grenfell Park, Hornchurch
- Hacton Parkway, Upminster
- Halesworth Road Playground, Harold Hill
- Hall Lane Miniature Golf Course, Upminster
- Harold Wood Park
- Harrow Lodge Park, Hornchurch
- Havering Playing Field
- St Andrews Park, Hornchurch
- Hornchurch Stadium
- Hylands Park, Hornchurch
- Jutsums Park, Romford
- King George's Field, Romford
- Langtons Gardens, Hornchurch
- Lawns Park, Romford
- Lodge Farm Park, Romford
- Land, New Road, Rainham
- Noak Hill Sports Ground
- North Hill Recreation Ground, Harold Hill
- Oldchurch Park, Romford
- Parklands, Upminster
- Park Lane Recreation Ground, Hornchurch
- Painsbrook (Land), Harold Wood
- Raphael Park, Romford
- Rainham Recreation Ground
- Rise Park, Romford
- Rush Green Play Space, Romford
- Suttons Parkway, Upminster
- Spring Farm Park, Rainham
- St Andrews Park, Hornchurch
- St Neots Land, Harold Hill
- Upminster Park
- Upminster Hall Playing Fields
- Warley Hall Woods, Cranham

Open Spaces to which byelaws are made under Sections 12 and
15 of the Open Spaces Act 1906

- Coronation Gardens, Romford
- Elliott Playing Fields, Hornchurch
- Havering Well Gardens, Hornchurch

- Lucas Playground, Hornchurch
-

The second schedule hereinbefore mentioned.

Central Park, Harold Hill
Clockhouse Gardens, Upminster
Collier Row Recreation Ground
Coronation Gardens, Romford
Cottons Park, Romford
Gidea Park Sports Ground
Hall Lane Miniature Golf Course, Upminster
Harold Wood Park
Hylands Park, Hornchurch
Hornchurch Stadium
Jutsums Park, Romford
King George's Field, Romford
Langtons Gardens, Hornchurch
Lawns Park, Romford
Lodge Farm Park, Romford
Noak Hill Sports Ground
North Hill Recreation Ground, Harold Hill
Park Lane Recreation Ground, Hornchurch
Raphael Park, Romford
Rainham Recreation Ground
Rise Park, Romford
Rush Green Play Space, Romford
Spring Farm Park, Rainham
St Andrews Park, Hornchurch

APPENDIX 6 – Example of a Parks Fitter's Instruction Form

Parksfitter Instructions

Ref: P	1196
Instruction Date	30 September 2019
Priority	High - Emergency/Same Day
Site Name	Spring Farm Park
Exact Location	rear of cricket nets
Description of Work	replace perimiteer fencing broken down during theft of cricket clubs contractor digger
Authorising Officer	Richard Cottam
Associated Documents	

Date first attended by PF	
Parks Fitter Comments	
Completion Date	

APPENDIX 7 - Example of a Parks Monitoring Form

Date	29/01/2019		
Quarter	#N/A		
Status	Actions Outstanding		
Specific Area	Grade	Comments	Action
Amenity Grass Grade	C	grass long	
Wildflower Meadow Grade	A		
Conservation Area Grade	A		
Boxed Grass Grade			
Shrub Bed Grade	B		
Annual Bedding Grade			
Bulbs Grade			
Herbaceous Bed Grade			
Hedging Grade	A		
Horticultural Standards Grade	B		
Football/Rugby/Hockey Grade	A		
Fine Turf Grade			
Tennis Courts Grade	C	mossy surface	GM asked to clean
MUGAs Grade	B		
Other Courts Grade			
Trees Grade	A		
Litter Grade	A		
Litter Bins Grade	C	bins full	reported to GM
Dog Bins Grade	C	bins full	reported to GM
Bins Grade	C	Bins in play area	replace when can
Hard Surfaces - Maintenance Grade	B		
Hard Surfaces - Condition Grade	B		
Benches Grade	B		
Signage Grade	C	need wildflower signage	fitter to make notice boards
Fencing and Gates Grade	B		
Posts & Bollards Grade			
Containers Grade	B		
Watercourses Grade			
Graffiti Grade	B		
Woodlands Grade			

APPENDIX 8 – Grounds Maintenance Specification Contents

LONDON BOROUGH OF HAVERING

SPECIFICATION FOR GROUNDS MAINTENANCE TO

PARKS & OPEN SPACES.

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- 1.4 Opening and Closing
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- 1.8 Location of Sites
- 1.9 Contractor to Visit Sites
- 1.10 Supervision
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- 1.12 Locks
- 1.13 Services
- 1.14 Water
- 1.15 Protective Works
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- 1.19 Events
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- 1.22 Site Measurements
- 1.23 Alternative Methods of Operation
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Grass Cutting – Rugby Pitches
Grass Cutting – Hockey Pitches
Grass Cutting – Cricket Pitches Outfield
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Shrub Bed Cultivation
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Herbaceous Bed Maintenance
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Annual Bedding Maintenance
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Semi-formal Hedge cutting (Top & Sides)
Informal Hedge cutting (Top & Sides)
Tree Maintenance
Young Tree Maintenance
Winter Sports Pitch Maintenance
Cricket Maintenance
Bowling Green Maintenance
Mini Golf Green Maintenance
Leaf Fall & Tree Debris other than on Hard Standing
Water Features
Tennis Courts Maintenance
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Litter Bin Maintenance
Dog Waste Bin Maintenance

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LONDON BOROUGH OF HAVERING

Environmental Maintenance
Tree Strategy 2009 - 2019



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Introduction

Trees are a significant feature of Havering, a unique component of the urban landscape and as living organisms are vulnerable to pest and disease, vandalism, accidents and development. Many trees are long lived, offering enjoyment and diversity of benefits to residents today and for future generations. To ensure their continuing contribution to the urban landscape it is essential that their needs and requirements are understood and planned for.

In June 1992 the world's largest gathering of world leaders was held in Rio de Janeiro, Brazil. That meeting signalled the fact that environmental concerns have moved up the international political agenda. The central message of the summit is summed up in Article Four of the Rio declaration:

“In order to achieve sustainable development, environmental protection shall constitute an integral part of the development process and cannot be considered in isolation from it.”

This means that international, national and local policy makers have to start re-appraising their policies and practices to ensure that they are sustainable.

Natural resource strategies rarely stand in isolation. For this reason, Havering Council is meeting this challenge by developing a range of strategies and goals in the Living Ambition – a new vision for Havering, including the goal for Environment ,To ensure a clean, safe and green borough and how natural resource assets such as highway trees are managed in the long term.

This Tree Strategy will provide a framework for the maintenance and enhancement of the highway trees in the Borough and define the management approach for the safe and useful life expectancy for Council owned tree stock. It presents the public with a clear strategic aim and reasons why decisions and actions are taken through the policies as laid down in this strategy. Furthermore, it provides a vision for the enhancement of the tree stock that ensures the Borough will maintain a healthy highway tree stock within the considerations of Living Ambition – Aiming for the highest quality of life in London

1. The amenity and environmental value of trees in the urban context.

1.1 The value of trees in the urban context falls into two categories, biological and non-biological.

1.2 Biological

1.2.1. All plants „fix“ carbon in producing carbohydrates. Trees create shade from the leaves which cools the heat absorbing highway surfaces. The leaves can filter some airborne pollution and particulates. Trees provide important habitat for urban wildlife such as birds, invertebrates and some mammals.

1.2.2. A tree lined street signifies the changing seasons in an often otherwise season-less environment.

1.3 Non-biological

1.3.1 The presence of trees makes the harsh “concrete jungle” of the urban environment more acceptable. They create green corridors along the highway and provide a more aesthetically pleasing environment.

1.3.2. Trees are integral and historic component of the urban landscape. They contribute to the local character and define a sense of place.

The sum of all these benefits defines the amenity value of trees.

2. Need for a Strategy

2.1. The Council owns an estimated 20,000 street trees . Setting out how the Council will manage its highway tree stock is both a practical and helpful guide to residents as well as an aid to good service management by the Council. This strategy is also a response to guidance from the Department of Communities and Local Government, Trees in Towns (II) 2007, which promotes good practice for local government.

2.2. There are responsibilities associated with ownership of trees. Some of these are legal duties as in the case of Tree Preservation Orders which are generally for trees within private ownership, others are in the interests of good husbandry and Health and Safety.

2.3. The Council has a duty of care on the trees that it owns and hence seeks to be a responsible manager and maintain trees reasonably within the wide range of pressures and demands it faces.

2.4. A tree strategy will ensure that the management of trees within Havering Borough will be dealt with in a co-ordinated, accountable manner. The overall standard of tree care will improve resulting in a healthier, more sustainable tree stock. The plans and policies laid down in the strategy will increase environmental, economic and social benefits and encourage community involvement in tree management.

3. Strategic Aim

3.1. To preserve, improve and secure no „net loss“ of the Councils highway trees for the current and future generations.

3.1 Objectives

3.1.1. To manage the tree stock in accordance with good arboriculture practice.

3.1.2. To maintain the street trees on a regular cyclical basis using current best practice to reduce the amount of responsive works required.

3.1.3. To increase the stock of trees in aesthetically necessary and sustainable locations by taking advantage of different funding methods to include, specifically, private sponsorship.

3.1.4. To reduce the number of inappropriately planted trees by their phased replacement.

3.1.5. To maintain a general presumption against the removal of trees, allowing felling only in accordance with good arboriculture and streetscape practice.

3.1.6. To inform and educate residents and businesses about the value of trees, and explore ways for greater involvement, consultation and protection from residents and businesses.

3.1.7. To promote and secure high quality tree planting and landscaping within new developments in order to maintain and enhance the Borough's local landscapes.

4. Street Trees

4.1. The Council is considered in law to be the owner of street trees that grow within the adopted highway and in consequence is responsible for them. It is empowered by the Highways Act 1980 to plant and maintain street trees.

4.2. Trees that are planted along the highways are an integral and historic component of the urban landscape and its architecture. They contribute to the local character and define a sense of place. They add aesthetic value by improving the overall appearance of the street scene trees, help filter traffic pollution, provide shade for car parking and habitat for urban wildlife.

5. Street Trees and Highway Management

5.1. There can be a very real conflict between the need to manage the Council's highway infrastructure and the need to manage the Council's trees. From time to time maintenance works undertaken by statutory undertakers (gas, electricity, water etc) or pavement repair by one of the Council's partner contractors is necessary. This construction work is symptomatic of progress, both economical and social and therefore accepted.

5.2 . When works are planned the Tree Officers will provide advice and information on the best way to minimise damage to street trees and to work in co-operation with those involved in construction. Where the needs of the street trees are patently disregarded the council will undertake to take appropriate action to ensure their protection.

6. Cyclical Maintenance Programme

6.1. The existing tree population is a valuable and desirable resource. Tree management encompasses the co-ordination of all maintenance operations to existing trees as well as new tree planting. The Council must balance the need to take a long term view of the future management of the tree stock, as well as addressing short term issues.

6.2. Street trees are inspected annually and pruned on either a three or five year cyclical programme, dependant on size and species. All inspections are carried out by a qualified Tree Officer employed by the Council. During inspections information such as species, size, condition and suitable works are programmed into a tree inventory data base. The information contained in the database is used to keep management and topic records for each individual tree. This information can be used to plot the history of the tree for ongoing management, complaint, insurance queries Asset Management and Whole Life Costing exercises.

6.3. Tree pruning will be undertaken by qualified tree surgeons on a programmed ward-by-ward basis . Proactive, rotational management gives a fair and equitable approach as well as enabling ward members and residents advanced information of tree maintenance works.

6.4 Trees will not be pruned outside of the cyclical pruning programme unless there is a real risk of a health and safety issues or threat of legal action. This ensures a sound approach to management both financially and contractually.

6.5 . In the case of newly planted trees, the maintenance and management of the tree continues for 1 year after planting. This includes regular watering during the summer months and regular inspection of the stakes and ties. These inspections are undertaken outside of the cyclical maintenance survey. Once the initial year has passed the tree is passed to the inspection regime.

Policy 1 : To ensure street trees are inspected by a suitably qualified person on a yearly basis and maintenance works commissioned as necessary.

7. Contract Management

7.1. The Council maintains its trees through the use of a contracted firm of arborists. The tree management contract was let to City Suburban Tree Surgeons Ltd for 5 years, commencing April 1st 2009, with an option to extend for a further 2 years and is the sole contractor for all highway tree work.

7.2. This strategy will underpin the Tree Service with our partners City Suburban Tree Surgeons Ltd.

The Tree Officer will be responsible for the day to day running of the contract and will ensure current best practice is being followed in partnership with City Suburban Tree Surgeons Ltd.

8. Tree Removal

8.1 The Council receives a great many requests to remove trees. For example: installation of vehicle cross-overs, road traffic improvements, subsidence claims and specific removal of some species which are considered a nuisance. However, often it is only once a tree is removed that its value becomes apparent. Even after replanting the amenity lost can rarely be replaced.

8.2 . The highway environment is a finite space for which there is intense competition from other services gas, water, electric etc. Planting opportunities after a tree is removed are becoming increasingly difficult as a new tree pit not only has to contend with the underground pipes and cables but also has to the aerial competition from street lamps, traffic signs, vehicle sightlines etc.

8.3 There will be a resistance to the removal of trees unless there is sound arboriculture or risk related reason to do so. This may be dead, dying, diseased or structural damage. Or when a tree is deemed inappropriate for the location and there are resources available to replant with a more suitable species. Trees in a hazardous condition will be considered as an emergency and removed without notification to safeguard the public and property.

Policy 2 : Requests for tree removal will be refused unless the tree is deemed to be in a hazardous condition or causing significant damage to the highway infrastructure, proven major structural damage to property , or is causing a significant nuisance such as excessive fruit fall, subject to inspection by a qualified Tree Officer.

9. Vehicle Crossovers

9.1 . It is now usual for households to have one or more cars, and with this an expectation for the cars to be parked near to the house. For this reason, requests for a vehicle cross-over are commonplace. In some instances installation of the cross-over is impossible given the presence of a street tree therefore the Council is requested to remove the tree.

9.2 . In line with Policy 2 trees will not normally be removed to accommodate new vehicular access unless there is good arboriculture reason to do so, or the resident requires easier access due to disability. In any case where cross over works are approved by the Council and which approve removal and replacement of street trees, the full cost of all such tree works will be borne by the applicant.

9.3 The existing vehicle crossover policy used by the Area Liaison Officers when dealing with an application that is affected by a highway tree states;

- First check if there is an alternative possible means of access to the property. For example, the property may already have another crossover and the application is requesting a second for “in” and “out” purposes. Or, access to the property from the rear (eg. A service alley) may be possible. This may not be the applicants preferred option, but it does save the tree and so the application is refused and the applicant advised of the alternatives. An alternative is that a sub-standard width crossing be considered. The standard width for a crossing is currently 2.7m (9'). However, in order to save the tree, a reduced width of 2.4m (8') can be considered, or even 2.1m (7') in cases of particularly exceptional need, ideally combined as a double crossing with a neighbour.

9.3 . The size of the tree removed will dictate the number of new trees required. i.e. Young = 1 tree, medium = 3 trees, large = 5 trees. The current replacement and 1 year maintenance cost is approximately £150.00 per tree (this figure will be subject to an annual inflation increase).

All trees being replanted will be of extra heavy stock size wherever possible.

Policy 3 : On application for a vehicle cross-over the Tree Officer will be consulted for their view on amenity. If the tree is of high amenity value the application will normally be refused. However, if the applicant has access difficulties due to proven disability, the request will usually be granted.

10. Phased replacement of inappropriate street trees

10.1 . In some situations maintenance and associated problems of a tree are so great that removal and replacement can not only improve the environment for residents, but avoid substantial financial liabilities for the Council.

10.2 . Thoughtful planned removal of trees reaching the end of their safe useful life expectancy and replanting with appropriate replacements will promote a tree population age structure that is sustainable. This long term approach to street tree management will produce long term improvements to the environment, reduce maintenance costs and release resources to improve the street tree resource as a whole.

10.3 . Short and long term benefits to the local community and the Council can be gained through phased removal. Sometimes it will be appropriate to replace over mature street trees requiring frequent expensive maintenance and replace with either younger trees of the same species or more suitable species.

10.4 Identification of trees for phased removal and replacement will be carried out with due consideration to all factors, including proximity to buildings, species choice for replanting and the amenity value trees provide. The phased removal and replanting process will be evaluated objectively.

10.5 In conjunction with the phased removal of trees to as part of the longer term strategy there may be a need to phase the actual removal of the larger trees over two years to reduce the possibility of heave, or a straight fell and removal depending on local circumstances. The phasing of the actual works will result in the crown being removed on the first year and the trunk and stump being ground out to an acceptable level below the surface in the second year.

11. Tree planting, Species Selection and Sponsorship

11.1 There are cases where a tree has been planted which are out of keeping with the main species on the rest of the street. If the opportunity arises the tree may be removed and replaced with the principle species. Replacement of forest type trees with small ornamental species reduces future maintenance costs and nuisance complaints, but there must be a consideration to the contribution that large trees make to the character of the environment.

11.2 . Nurseries are developing specialised trees for planting with the street scene. As a result the list of species available for planting in urban areas is growing. The variety of foliage, colour, form and flower is far more extensive than it has ever been. Havering Council is committed to increasing the number of street trees implementing imaginative species and planting projects.

11.3 There is a general presumption by the public that when the Council removes a tree it will replant with a new tree soon afterwards. However, in order to preserve and improve the existing tree stock, the annual revenue budget will be utilised in maintaining the remaining tree stock. Any planting that is carried out in the street is paid for by one of three methods: Private sponsorship, Capital funded programmes, or Section 106 payments through the planning system. However, long-term future planning should consider this budgetary implication to ensure the percentage of tree cover within Havering is not only maintained but increased and meets the goals for the Environment contained within the Living Ambition – a new vision for Havering and is noted in section 17.

Policy 4 : Priority will be placed on the replacement of over mature tree stock, planting more appropriate species where possible in a more suitable location, while promoting public awareness of tree management and maintenance.

12. Tree Problems

12.1 . People often live in close proximity to trees, particularly in urban areas. Trees can cause inconvenience to residents when they grow near dwellings. A dilemma often occurs when the tree makes an important contribution to the local environment but also causes inconvenience to those living nearby.

12.2 . With any population of trees there are a number of common sources of complaint including overhanging branches, shade, leaf/fruit fall, obstruction and physical damage etc. Many of these problems can be dealt with through the Councils cyclical pruning programme.

12.3 Tree roots disrupting the footway to a small degree is a common problem associated within the urban environment. Many trees are removed each year for various reasons including drought and pollution stress. It is for this reason that the Council is reluctant to remove healthy trees due to minor footway disturbance. StreetCare Area Liaison Officers who inspect the footway can action repair of damage as necessary and may wish to resurface disturbed areas. However, where the disturbance to the footway is significant and deemed dangerous, the final course of action will be removal of the tree.

Policy 5

There will be a presumption against the removal or pruning of trees which are healthy but subject to complaint (e.g. branch and root trespass, loss of TV/satellite signals, alleviation of bird mess, seed fall, honey dew, leaf or fruit fall, loss of light etc) unless the basis of the complaint is an overriding justification and no alternative management practice can be implemented.

13. Trees and Subsidence

13.1 A common concern for homeowners is potential structural damage by tree roots. This type of damage mostly occurs in areas where the soil type is heavy, shrinkable clay, which is prone to fluctuations in volume caused by changing soil moisture levels. There has been a lot of concern about tree roots and structural damage in recent years. Much of this is unsubstantiated and the incidence of proven tree root related claims against the Council remains low despite the level of tree cover and much of the area having clay soils.

13.2 . Nevertheless, subsidence is a concern to householders and will remain at the forefront in the light of unpredictable and erratic weather patterns as a result of climate change. It presents a potential liability to the Council with high financial consequences.

13.3 . In order to reduce this risk the cyclical pruning schedule will take into consideration the management regime which may result in selective removal of street tree stock, in areas predisposed to building movement, where appropriate.

13.4 . Alleged cases and claims of tree root damage are dealt and co-ordinated by the Council's insurance department. The insurance department will seek advice from the Council's Tree Officer. This will usually involve a site inspection by the Tree Officer taking note of supporting documentation. A short report is passed back to the insurance department who will deal with any further communication between the agents. Any structural reports which are outside the expertise of the Tree Officer will be scrutinised by a Council Structural Engineer for comment to the Council's insurance department who will co-ordinate the Council's response on these matters.

13.5 Unwarranted claims based on poorly investigated or inaccurate evidence will be challenged.

13.6 . Vegetation control is usually the first practical step that can be taken to alleviate homeowners concerns and there is increasing pressure to do so. The demands from insurance claims come from closing the gap between retaining the tree, denying liability and having to remove the tree to reduce the Councils liability and costs

13.7 The Council will refer to the London Tree Officers “ Risk Limitation Strategy for Tree Root Claims” – 3rd Edition May 2007 (and subsequent versions when produced) for authoritative advice when dealing with claims.

Policy 6: Respond to investigations for insurance claims within 4 working weeks and to take appropriate action to mitigate risk posed by a street tree as a result of subsidence

14. Privately owned trees

14.1 . A majority of the Boroughs tree stock is located within privately owned property, gardens and communal grounds. These trees form a critical part of the Borough’s local landscape and make a significant contribution to visual public amenity. This Tree Strategy is not primarily concerned with privately owned trees. The Council’s policies on these trees are part of its planning and development control policies. This section is included for completeness and gives an overview of how the Council supports the management of these trees.

14.1 Tree Preservation Orders and Trees in Conservation Areas

14.1.1 Havering is fortunate in not only having a large number of woodlands but also a large number of trees or small groups of trees interspersed within the built environment. This is particularly so in Harold Hill, Gidea Park and Emerson Park. Woodlands and trees make an important contribution to visual amenity, biodiversity and in some cases, provide recreation opportunities. Many copses in particular ancient woodland and secondary woodland are protected as either sites of Specific Scientific Interest or of Metropolitan or Local Importance. Tree preservation orders may be made on individual trees, group of trees, areas of trees, hedges or woodlands which contribute to the character of the area and are of public amenity value.

14.1.2 The Council has a statutory duty to protect trees, which make a significant contribution to visual public amenity, and has powers under the Town and Country Planning Act 1990 to regulate works to trees and prevent unnecessary felling or inappropriate pruning through the introduction of Tree Preservation Orders (TPO), the processing of tree works applications for TPO

trees, and tree works notifications for trees situated within a Conservation Area (TCA). The Council aims to deal with all applications for consent to carry out tree works within the statutory deadlines, 8 week for trees the subject of a tree preservation orders and 6 weeks for trees situated within a conservation area.

14.2 Trees and Development

14.2.1 . The Council seeks to achieve successful and satisfactory retention of trees within new development in the Borough. Trees can occupy a significant part of a development site and can have a major influence on the design and layout of a new development. Poorly designed schemes in relation to trees may be resented by future occupiers and will place pressure for trees to be pruned or removed. The Council aims therefore to promote the use of good practice and place trees at the front of the design process.

14.2.2 The Council has powers to impose conditions upon the grant of planning permission for development, to ensure that existing trees worthy of retention are protected and not damaged during and/or after construction. The revision of British Standard BS: 5837 2005 *A Guide for Trees In Relation to Construction* has improved the processes for protecting trees on development sites.

14.2.3 From 1 October 2008 the permitted development rights that allow householders to pave their front garden for hardstanding without planning permission have changed. Planning permission is now required to lay traditional impermeable driveways that allow uncontrolled runoff of rainwater from front gardens onto roads, because this can contribute to flooding and pollution of watercourses, all of which can affect trees

If a new driveway or parking area is constructed using permeable surfaces such as permeable concrete block paving, porous asphalt or gravel, or if the water is otherwise able to soak into the ground planning permission will not be needed. The new rules will also apply where existing hardstandings are being replaced. The new rules apply to hard surfaces exceeding 5 square metres in area.

14.2.4 If, due to development work, there are no alternative options other than to remove trees, the amenity value of the tree will be taken into account when deciding the replacement ratio and cost (as shown in 9.3)

14.3 Resurvey and Updating of Existing Tree Preservation Orders (TPO's)

14.3.1 . Local Planning Authorities are advised by Central Government to keep their TPO's under review by making full use of its variation and revocation powers in order to ensure their TPO's are up to date. The reasons why it may become important to vary or revoke a TPO are for example if an order was made before the implementation of later changes to the model order. Some TPO's were made in the 1940's and 1950's with many trees either missing or no longer merit protection. Central Government have also recommended that Local Planning Authorities put in place a programme for reviewing its old area orders. The Council will aim to assess and compile a list of all its area Tree Preservation Orders to help establish a framework and timescale, in view of putting into place a resurvey strategy.

14.4 The Making of New Tree Preservation Orders

14.4.1 . The Council aims to make full use of its powers to introduce new tree preservation orders. The majority of new TPO's are made as a result of planning applications for new development. The Council also receives a number of requests each year from local residents to protect individual or groups of trees which are considered important to the borough. Trees nominated for Tree Preservation Orders will be assessed carefully and consistently using systems to determine their suitability and visual public amenity value, and will be prioritised in order of expediency.

14.5 Enforcement of Unauthorised Tree Works on the Public Highway

18.5.1. It is an offence to prune, remove, or wilfully allow or cause damage to a protected tree, or a tree on the public highway.. The Council will use its relevant statutory powers to enforce and where appropriate prosecute the unauthorised pruning or removal of protected or highway trees.

15. Climate Change

15.1 There is a general consensus amongst experts that temperatures will increase, there will be more dramatic variations in weather events such as floods, storms, warmer drier summers and warmer, wetter winters. Estimates suggest that by 2050 temperatures across the British Isles will have increased by >1.5 degree centigrade. There will be changes in the hydrological regime leading to a greater risk of flood from sea, rivers and surface water drainage.

15.2 Urban areas will warm more than rural ones because buildings absorb heat. The concentration of buildings and urban areas leads to the formation of “urban heat islands”. This is where the night time temperature are higher there is a restriction in winds which disperse pollutants and increased run-off from roads, pavement, and hard stand for cars.

15.3 Trees in urban situations play a significant role in the adaptation of climatic change. They can counter poor air quality by effectively „locking up” pollutants in the biomass. Trees can be used to shade and cool buildings, and absorb excess rain water.

15.4 . When changes in soil moisture occur below the foundation level of buildings it can lead to subsidence. Tree roots are often blamed for subsidence and therefore removed. A clearer understanding of the mechanism of damage and how it can be prevented is needed particularly if trees are to be sited close to buildings in order to benefit from their shading and cooling functions.

15.5 Many of our most notable tree-lined streets have tree populations that are mature to over-mature. Such trees are vulnerable to climatic variations such as drought, disease and damage. An over-mature population of street trees tends to erode gradually over a number of years as individual trees decline and have to be removed. New trees should be introduced wherever possible between the mature trees to ensure that there will be continuous tree cover in future years.

16. Community Engagement

16.1 . It is important to communicate to the local community why changes and decisions are made, and to provide an opportunity for those to have involvement if they wish to do so. This may be by sponsoring or adopting a tree in their street.

16.2 The Council gets many requests for either a new tree to be planted or to replace a dead specimen. The Subscription Tree Scheme is a positive initiative

to enable the expansion of tree stock within the financial constraint of the need to utilise existing revenue budgets to maintain the remaining tree stock. This situation is unlikely to change in the foreseeable future.

16.3 However, there are practical and statutory reasons why residents cannot plant trees of their own accord along the highway. The Subscription Tree Scheme offers the resident the opportunity to request a tree is planted at an appropriate location, which may or may not be outside their property. The resident will pay for a tree (from a species list supplied by the Tree Officer – Annexe 3) to be sourced, planted and cared for, for the required 1 year maintenance period by the Council.

16.4 The cost of The Subscription Tree Scheme is not fixed and will respond to any changing circumstances. The current costs and processes will be published each year in the Living magazine

16.5 . Interest groups are able to access external funding for specific projects.

Policy 7 : Every effort will be made to encourage initiatives such as the Subscription Tree Scheme

17. Tree Planting and Replacement Programme

17.1 There has been a gradual decline in the highway tree stock over a number of years , with the limited budget provision being fully utilised in maintaining the remaining trees. However, it would be prudent to seek additional funding to implement a replacement planting programme that would enable tree numbers to increase, and help to meet the Councils Living Ambition –Aiming for the highest quality of life in London, of which the Environment, Cleaner Greener and Safer initiative is an integral element.

Policy 8 : To actively seek a dedicated tree replacement and planting budget

Appendix 1 - Cyclical pruning schedule

The table shows the first 9 months of the year and the number of trees that will be inspected and pruning requirements ascertained, depending on condition, diseases, damage and budget demands. Detailed information regarding each road in the Wards are maintained by the Tree Team

3 & 5 Year Pruning Programme 2009 - 2010

CAC AREA	WARD	3 YR Programme	5YR Programme	Total No.Trees
APRIL '09				
Nth Romford	Havering Park	63	87	150
Nth Romford	Mawneys	39	100	139
Gidea Park	Pettits	50		50
	<i>Totals</i>	<i>152</i>	<i>187</i>	<i>339</i>
		<u>TOTAL</u>	<u>APRIL</u>	<u>339</u>
MAY '09				
Harold Hill	Gooshays	242	130	372
Harold Hill	Heaton	66	88	154
Emerson Park & Harold Wood	Harold Wood	45		45
	<i>Totals</i>	<i>353</i>	<i>218</i>	<i>571</i>
		<u>TOTAL</u>	<u>MAY</u>	<u>571</u>
JUNE '09				
Elm Pk & Hylands	Elm Park	41	103	144
Elm Pk & Hylands	Hylands	78	146	224
Hornchurch	St. Andrews	28		28
	<i>Totals</i>	<i>147</i>	<i>249</i>	<i>396</i>
		<u>TOTAL</u>	<u>JUNE</u>	<u>396</u>
JULY '09				
Hornchurch	Hacton	71	123	194
Hornchurch	St. Andrews	42	258	300

Elm Pk & Hylands	Elm Park		37	37
	<i>Totals</i>	113	418	531
		<u>TOTAL</u>	<u>JULY</u>	<u>531</u>
AUGUST '09				
Emerson Park & Harold Wood	Emerson Park	148	262	410
Emerson Park & Harold Wood	Harold Wood		139	139
	<i>Totals</i>	148	401	549
		<u>TOTAL</u>	<u>AUGUST</u>	<u>549</u>
SEPTEMBER '09				
Gidea Park	Pettits	59	213	272
Gidea Park	Squirrels Heath	54	180	234
	<i>Totals</i>	113	393	506
		<u>TOTAL</u>	<u>SEPTEMBER</u>	<u>506</u>
OCTOBER '09				
Upminster	Cranham	89	310	399
Upminster	Upminster	80	326	406
	<i>Totals</i>	169	636	805
		<u>TOTAL</u>	<u>OCTOBER</u>	<u>805</u>
NOVEMBER '09				
South Hornchurch & Rainham	Rainham & Wennington	53	90	143
South Hornchurch & Rainham	South Hornchurch	74	90	164
Elm Park & Hylands	Elm Park	80		80
	<i>Totals</i>	207	180	387
		<u>TOTAL</u>	<u>NOVEMBER</u>	<u>387</u>
DECEMBER '09				
Romford	Brooklands	151	91	242
Romford	Romford Town	228	105	333
	<i>Totals</i>	379	196	575
		<u>TOTAL</u>	<u>DECEMBER</u>	<u>575</u>

Appendix 2 - Tree Strategy Policies

Policy 1

To ensure street trees are inspected by a suitably qualified person on a yearly basis and maintenance works commissioned as necessary

Policy 2

Requests for tree removal will be refused unless the tree is deemed to be in a hazardous condition or causing significant damage to the highway infrastructure, proven major structural damage to property , or is causing a significant nuisance such as excessive fruit fall, subject to inspection by a qualified Tree Officer.

Policy 3

On application for a vehicle cross-over the Tree Officer will be consulted for their view on amenity. If the tree is of high amenity value the application will normally be refused. However, if the applicant has access difficulties due to disability, the request will usually be granted.

Policy 4

Priority will be placed on the replacement of over mature tree stock, planting more appropriate species where possible in a more suitable location, while promoting public awareness of tree management and maintenance.

Policy 5

There will be a presumption against the removal or pruning of trees which are healthy but subject to complaint (e.g. branch and root trespass, loss of TV/satellite signals, alleviation of bird

mess, seed fall, honey dew, leaf or fruit fall, loss of light etc) unless the basis of the complaint is an overriding justification and no alternative management practice can be implemented.

Policy 6

Respond to investigations for insurance claims within 4 working weeks and to take appropriate action to mitigate risk posed by a street tree as a result of subsidence

Policy 7

Every effort will be made to encourage initiatives such as The Subscription Tree Scheme

Policy 8

To actively seek a dedicated tree replacement and planting budget

Appendix 3 - Subscription Tree Species

1. *Acer ginnala* 'Amur Maple'

- Its common name derives from the Amur River, which divides China and Russia. One of the very best trees for autumn colour, when its foliage turns a stunning red, it is also very early into leaf in spring and produces yellow-white fragrant flowers in May. This is a small to medium tree with a rounded habit.

Mature height: 5 – 10m

2. *Alnus glutinosa* ‘Common Alder’

- Medium tree with a conical habit producing yellow catkins in March. Its natural habitat is boggy land and river banks. Very good for urban plantings. It thrives in all soils and tolerates air pollution. Being a native tree, it is a wonderful host to a wide range of wildlife.

Mature height: 15 – 20m

3. *Alnus incana Aurea* ‘Alder’

- Unlike the species, this is a slow grower. The young shoots and leaves are yellow, while the catkins have a distinctive red tinge. The bark turns orange during the winter. Good as a street tree and for parks and gardens. It does best in moist soil and semi shaded areas.

Mature height: 10 – 15m

4. *Betula pendula* ‘Silver Birch’

- The Silver Birch is known as the “Lady of the Woods” – so called because of its slender and graceful appearance. A medium tree with a conical, but semi weeping habit, the bark is white with horizontal lines and large, diamond shaped cracks as the tree matures. It grows well on most soils.

Mature height: 15 – 20m

5. *Betula albosinensis Fascination* ‘Silver Birch’

- The dark green leaves, which are large for a birch, appear in April, along with a showy display of yellow catkins. It has an outstanding stem colour – orange peeling to pink and cream. This is a medium to large tree, becoming oval as it matures. It grows well on most soils.

Mature height: 10 – 15m

6. *Corylus colurna* ‘Turkish Hazel’

- A splendid and truly beautiful tree from south east Europe and west Asia. A large and imposing tree, rather columnar when young before broadening to a symmetrical pyramid on maturity. Notable for its textured, corky bark, it produces long yellow catkins in early spring and clusters of fringed nuts in autumn. It thrives in all soils.
- **ONLY SUITABLE FOR WIDE VERGES** – Mature height: 20m+

7. *Crataegus laevigata Paul’s Scarlet* ‘Hawthorn’

- It becomes smothered in double, red flowers in May. A good choice for urban planting and tolerant of air pollution. It does well in most soils, including very dry and wet soils.
Mature height: 10m

8. ***Crataegus monogyna Stricta 'Hawthorn'***

- A tough Hawthorn, ideal for exposed situations. Very different from other Hawthorns in that it has a columnar habit with ascending branches, making it a very good street tree and ideal for restricted areas. A good choice for urban planting and tolerant of air pollution. It does well in most soils, including very dry and wet soils.
Mature height: 10m

9. ***Crataegus x prunifolia Splendens 'Hawthorn'***

- A Hawthorn that looks particularly good in its autumn foliage. Red and gold autumn foliage is a striking feature of this small tree with a pyramidal habit. It also has characteristic white flowers and shiny, leathery, oval leaves. Tolerant of air pollution and it does well in most soils, including very dry and wet soils.
Mature height: 10m

10. ***Prunus dulcis 'Common Almond'***

- The Almond is one of the finest spring flowering trees. Well worth growing for its pink single and double flowers, which can reach up to 5cm across. A lovely subject for parks and gardens.
Mature height: 5 – 10m

11. ***Prunus x hillieri Spire 'Ornamental Cherry'***

- An outstanding columnar cultivar. This ranks as one of the finest of small street trees and it is also excellent in gardens and parks. With its tight, upright habit and profusion of pink flowers, it is ideal for most sites where space is limited. Rather slow growing.
Mature height: 5 – 10m

12. ***Prunus Pandora 'Ornamental Cherry'***

- A splendid Flowering Cherry – very free flowering! Pandora makes only one small tree, but its ascending branches, which give its broadly columnar habit, become smothered by pale pink blossom in March and early April. The bronze red leaves become even more attractive in autumn. Very good for streets and gardens.
Mature height: 5 – 10m

13. ***Prunus Royal Burgundy 'Ornamental Cherry'***

- A really wonderful small tree of rounded form, which is delightful in parks and gardens. Its double shell pink flowers are set against beautiful, wine red foliage to create an eye-catching effect. Lovely in any landscape.
Mature height: 5 – 10m

14. *Prunus x schmittii* ‘Ornamental Cherry’

- This Cherry requires virtually no pruning. Remarkable for its polished, red-brown bark, this fast growing and conical tree is medium to large. It shows fine autumn colour.
Mature height: 10 – 15m

15. *Sorbus aria Lutescens* ‘Whitebeam’

- This Whitebeam is outstandingly attractive in spring. The young leaves emerge silvery-white from purple shoots in spring, before hardening to grey-green in summer. This is a small, compact, rounded tree, producing white flowers in April and May, and, in good years, orange-red cherry fruits in autumn. Very good for streets, gardens and parks.
Mature height: 10m

16. *Sorbus x arnoldia Schouten* ‘Rowan’

- A reliable, low maintenance Rowan. This is a great choice for streets and urban plantings. It is a small tree with a dense oval crown. It has most attractive, green, feathery foliage and golden yellow berries from August onwards.
Mature height: 10m

17. *Sorbus commixta Embley* ‘Rowan’

- One of the finest of all Rowans. This small, columnar tree has foliage which colours later in autumn and lasts longer than other Rowans. This is complimented by glistening, orange-red berries, which are large. Very good for streets, avenues and urban plantings.
Mature height: 10m

18. *Sorbus intermedia* ‘Swedish Whitebeam’

- This tree is widely planted as a street tree in northern Europe. A medium size tree with well formed, rounded crown, its single dark green leaves have silvery-grey undersides. White flowers in May give way to orange-red fruits, produced in small bunches. It is wind resistant and tolerant of calcareous soils and air pollution, making this a really tough tree. It is recommended for streets and avenues.
Mature height: 10 – 15m

19. Tilia x euchlora ‘Caucasian Lime’

- This is a medium to large tree, and as aphids are not attracted to its dark green foliage, the associated ‘stickiness’ is not a problem. At its best when juvenile when it keeps a broadly pyramidal habit. At maturity it becomes densely twiggy and loses its shape. Suitable for urban planting.
- **ONLY SUITABLE FOR WIDE VERGES** – Mature height: 15 – 20m

20. Ulmus carpiniifolia Wredei Aurea ‘Elm’

- Rather slow growing Elm. A tree of medium size and oval habit, it tolerates air pollution and salt-laden coastal winds. Its luminescent yellow foliage is particularly striking if planted in a semi shaded area or against a dark backdrop.
Mature height: 5 – 10m

Appendix 4 – Equality Impact Assessment

EQUALITY IMPACT ASSESSMENT TEMPLATE

Part ‘B’

This section should be used to *formally* record the findings and results of your assessment. This section will normally be made available to the public.

Title of Policy/ Function	Tree Strategy – StreetCare Environmental Maintenance		
Name of Author	John Gross		
Date of creation/review	12 / 01 / 2009	Version No.	1

PLEASE OUTLINE THE RESULTS OF YOUR IMPACT ASSESSMENT BELOW

B1 | What are the aims and proposed outcomes of your policy/function?

To manage and maintain a healthy highway tree stock

B2 | What research has been undertaken?

None

B3 | What consultation has taken place? (*who has been consulted, and by what method?*)

(a) Internally within the Authority

StreetCare Arboricultural Team and Area Liaison Officers

(b) Externally

B4 | What feedback was received?

None

B5 | What amendments, if any, have been incorporated into the policy/function to reflect that feedback?

None

B6 | If changes were recommended but *not* incorporated, what justification is there for this?

N/A	
B7	What monitoring arrangements are to be put in place (or already exist) to monitor the <i>actual</i> impact of this policy/function? What data is to be collected?

Please consider the six diversity strands in answering the following questions:

B8	Does your analysis show different outcomes for different groups. If yes, indicate which groups and which aspects of the policy/function contribute to inequality
NONE	
B9	Are these differences justified (e.g. are there legislative or other constraints)? If they are, explain in what way
N/A	
B10	What actions need to be taken as a result of this Equality Impact Assessment to address any detrimental impacts or meet previously unidentified need? Include dates by which action will be taken. Attach an action plan if necessary
NONE	

B11	When will you evaluate the impact of the action taken? Give review dates
------------	--

N/A

AUTHOR SIGN OFF	
NAME	JOHN GROSS
POSITION	STREETCARE GROUP MANAGER
DATE	12 / 01 / 2009

HEAD OF SERVICE SIGN OFF	
NAME	BOB WENMAN
POSITION	HEAD OF STREETCARE
DATE	

APPENDIX 10 – Vehicle Check Sheet



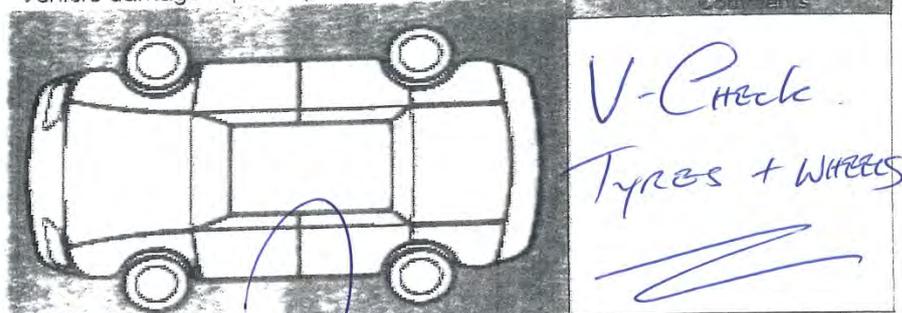
Weekly vehicle/plant check form

Week Ending	SUN 22 nd JAN 2017
Vehicle registration	E U 1 6 Y D G
Driver's name (print)	DEL CARVALHO D. PIGEON

Item Checked	Mon	Tues	Wed	Thurs	Fri	Sat/Sun
Lights/indicators/beacon	/	/	/	/	/	
Tyres/wheels/wheelnuts	VC	VC	VC	VC	VC	
Engine oil/hydraulic oil level	/	/	/	/	/	
Check under vehicle for fluid leaks	/	/	/	/	/	
Wipers/washers	/	/	/	/	/	
Coolant level (check cold)	/	/	/	/	/	
Mirrors – clean & intact	/	/	/	/	/	(N)
Windows – clean & intact	/	/	/	/	/	(A)
Body – tipper/tail lift/cutters	/	/	/	/	/	
Number plates/road tax	/	/	/	/	/	
Driver controls/seats/belts	/	/	/	/	/	
Load security/straps/hooks	/	/	/	/	/	
Roll bar structure/pins	NA	NA	NA	NA	NA	
Tow hitch/electrics	/	/	/	/	/	

Mileage	Mon	Tues	Wed	Thurs	Fri	Sat/Sun
Start/Home	X	X	X	X	X	
Start/Work	4283	4320	4364	4403	4438	(N)
Finish/Work	4320	4364	4403	4438	4477	(A)
Finish/Home	X	X	X	X	X	

Vehicle damage report – please highlight any damage using this diagram



Defects must be entered on a drivers' defect report form taken to Central Depot (This is a weekly check form – not a defect report form!)

Signed: *[Signature]* Date: FRI 20th 1/17
Please note: This vehicle may be fitted with a tracking device

Return completed sheets to the office every week!

APPENDIX 11 - Example of a Play area Visual inspection sheet

VISUAL INSPECTION SHEET Date: 27/10/16

Site Scores (SS) Name (Print): STAYVE...WALTON


Havering
 LONDON BOROUGH

1 - Small amount of litter and/or graffiti
 2 - Quite a lot of litter and/or limited new vandalism (e.g. damaged furniture and minor damage to play equipment) / offensive graffiti
 3 - A lot of litter / broken glass / dog mess and/or more serious vandalism (e.g. damaged play equipment)

PLEASE REPORT ANY SERIOUS DEFECTS IMMEDIATELY

SITE	Time	Problems/Hazards	Immediate Action Taken	SS	Further Action Taken
ST Andrews	8:15		Litter Cleared.	1	
Haynes	10:15		Litter cleared.	1	
Hylands	10:35		Litter cleared.	1	
Park Lane	10:50		Litter cleared.	1	

APPENDIX 12- Example of a Play area Operational inspection sheet

LONDON BOROUGH OF HAVERING		Playground Equipment Maintenance - Job Sheet			
Site: St Andrews Park		Date: 12-12-2016			
	Equipment Checked and Satisfactory	Action Taken	Date Taken Out of Service	Date of Reinstatement	Removed from Site
Flat Swings	✓				
Cradle Swings	✓				
Net Swings	✓				
Nexus Velocity Multi-play	✓				
Single seat springy	✓				
Nexus Free Rider	✓				
Single seat roundabout	✓				
Bravo Multi play	✓				
Jungle Gym	✓				
Stepping Stones	✓				
Basketball court	✓				
Tyre Swing	✓	Links down (see comment) Slack Tyre damage (see comment)			
Climb & Slide	✓				
Softer Surfacing	✓				
Fences	✓				
Gates	✓				
Barx Pit Surrounds	✓				
Benches	✓				
Other Comments			Action Taken		
					

Time In.....

Signature:

Time Out.....

Playground Equipment Fitter

05/12/016

APPENDIX 13- Parks Peat Use Policy

Background

The London Borough of Havering manages over a hundred parks and open spaces, 2 country parks and twenty five allotment sites. Grounds maintenance of the parks and open spaces are managed by a Direct Services Organisation working to a grounds maintenance specification. As part of the method of maintaining the parks and open spaces the specification requires the most efficient, environmentally friendly and restrictive use of peat.

The key priorities of this policy are to: -

1. To minimise the amount of peat used in Havering's Parks and Open Spaces
2. Define methods of plant husbandry that permit the minimum use of peat based products.
3. Include peat minimalisation and methodology on all site management plans
4. To continue to research for viable alternatives to peat based products.

Traditional uses for horticultural peat

Peat has been used for the following horticultural functions

1. Acidification of soil
2. Main additive in potting compost
3. As a mulch
4. As organic matter to improve heavy clay soils
5. To retain water in the soil
6. As a cutting mix with sand

Methods used to minimise the use of peat

1. We will not use peat to change the pH of the soil.
2. We will not use species that require soil pH to be altered.
3. We will not use peat as mulch.
4. We will not use peat as organic matter to improve soils
5. We will make every effort to ensure that the compost used for bedding plants is from a peat free source, providing it gives uniformity of growth
6. We will reduce the amount of bedding plants used.
7. Trees and shrubs will be supplied in loam based compost

Appendix 14 - Marketing

The Parks Protection Service

The Parks Protection Service are part of the Parks and Open Spaces Service and work specifically in our sites. The team work 7 days a week and cover key times throughout the day and evening. They are based centrally in the borough at The Lodge in Raphael Park and travel using motorbikes and an off-road vehicle. Therefore they can respond to incidents quickly and can effectively patrol our sites.

Their main purpose is to make the borough's parks and open spaces safe and pleasant places for people to visit. This involves regular targeted patrols, enforcing byelaws and other relevant legislation and liaising with the community. They also work in partnership with the police, ambulance service, fire service and borough dog warden.

For any concerns with anti-social behaviour or criminal activity in our parks or open spaces please do not hesitate to call them.

Parks Protection Service
parksprotection@havering.gov.uk
 07904 805 872

For General parks enquiries
 Including play areas, cafes, sports areas and allotments
parks@havering.gov.uk
 01708 434743

Grounds Maintenance
 For maintenance enquiries including grass cutting, planted areas, litter collection
groundsmaintenance@havering.gov.uk
 01708 433618

Trees
 For all enquiries relating to trees
HighwayTreeTeam@havering.gov.uk
 01708 438816

www.facebook.com/LBH.Parks



Homchurch Country Park



Raphael Park

Havering Parks & Open Spaces



Park Facilities	Map Zone	Visitors Car Park	Playable	Inclusive Play Equipment	Ball Court	Outdoor Gym	Skate/BMX	Tennis Courts	Bowling Green	Football	Cricket	Rugby	Hockey	Archery	Fishing	Horse Riding	Cafe	Toilets	Conservation Area	Heritage Interest	Lake/Pond	River	
Abbey Wood Open Space	SW																						
Rancroft Chase Open Space	SW	✓																					
Bedfords Park	NW	✓																					
Bosworth Field (Myrtle Road Open Space)	NE																						
Brettons Outdoor Rec Centre	SW	✓																					
Brittons Playing Field	SW	✓	✓																				
Brookway Open Space	SW	✓	✓																				
Brookhill Park (2014)	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Central Park	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Chelmsford Avenue Open Space	NW	✓																					
Clockhouse Gardens	SE																						
Collier Row Green Link	NW																						
Collier Row Recreation Ground	NW	✓	✓	✓																			
Coronation Gardens	NW																						
Cottons Park	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cranham Brickfields	SE	✓	✓	✓																			
Dagnam Park	NE	✓																					
Duck Wood	NE																						
Fielders Sports Ground	SW																						
Fleet Close Play Site	SE	✓																					
Forest Row Playsite	NW	✓	✓																				
Gaynes Parkway	SE																						
Gidea Park Sports Ground	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Greenfell Park	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hacton Parkway	SE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hall Lane Mini Golf Course	SE																						
Harold Wood Park	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Harrow Lodge Park	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hatters Wood	NE																						
Havering Country Park	NW																						
Havering Village Green	NW																						
Haynes Park	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Homchurch Country Park	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hylands Park	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Jutsums Recreation Ground	NW	✓																					

Park Facilities	Map Zone	Visitors Car Park	Playable	Inclusive Play Equipment	Ball Court	Outdoor Gym	Skate/BMX	Tennis Courts	Bowling Green	Football	Cricket	Rugby	Hockey	Archery	Fishing	Horse Riding	Cafe	Toilets	Conservation Area	Heritage Interest	Lake/Pond	River	
Keats Avenue Play Site	NE																						
King George's Playing Field	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Langtons Gardens	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lawns Park	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lessa Open Space	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lodge Farm Park	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Louis Marchal Play Site	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Manor Farm	NE																						
Martyke Open Space	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Noak Hill Sports Ground	NE																						
North Hill Recreation Ground	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Oldchurch Park Play Area	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Painsbrook Open Space	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Park Lane Recreation Ground	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Parklands Open Space	SE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Queens Theatre Grounds	SW																						
Rainham Local Nature Reserve	SW																						
Rainham Recreation Ground	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Raphael Park	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Rise Park	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Romford Library Gardens	NW																						
Spring Farm Park	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
St Andrews Park	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
St Helens & St Giles Churchyard	SW																						
St Neots Open Space	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
St Edward the Confessor Churchyard	NW																						
Suttons Parkway	SE																						
The Chase	SW																						
The Glen Open Space	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Tye Green Open Space	NE																						
Tylers Common	NE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Upminster Hall Playing Fields	SE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Upminster Park	SE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Westlands Playing Field	NW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Windmill Field	SE																						

Romford Library Gardens

St Edwards Way, Romford, RM1 3AR
Small area of grass with seating in front of Central Library.

Spring Farm Park

Lambs Lane North, Rainham, RM13 9XF
Maclennan Avenue, Rainham, RM13 9SS
A well used park on the edge of a residential area. Football pitches are hired by local teams and the resident club use the cricket pitch. There are tennis courts, children's play area with inclusive play equipment, multi-use games ball court and outdoor gym equipment.

St Andrews Park

Burnway, Hornchurch, RM11 3SQ

Bellevue Road, Hornchurch, RM11 3SS
Popular with the local community, including schools and college, this park has achieved Green Flag status since 2010. Located on the edge of Hornchurch there are great views of St Andrews Church. For an urban park there is a good amount of wildlife with varied habitats in the borders and meadows. There is plenty to keep visitors occupied with a children's play area with inclusive play equipment and cycle track, multi-use games ball court and outdoor gym.



St Andrews Park

Page Messages Notifications Insights Publishing Tools Settings Help



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Havering Parks & Open Spaces
Published by Ron Clayden [?] · 1 November at 21:40 ·

HAVING PARKS CONSTABULARY

As Guy Fawkes Night approaches this can often bring the temptation for unauthorised bonfires or the letting off of fire works within parks and open spaces.

Bonfires or the use of fireworks are not permitted within our parks.

If you witness bonfires being built or the misuse of fireworks please contact our team anonymously on [07904 805872](tel:07904805872).

STAY SAFE



Call Now

<http://www.havering.g...> Promote Website

PAGE TIPS

- How to create effective posts**
Short, visual posts created for the right audience are more successful.
- Try posting a short video**
Videos help engage people in News Feed and on your Page.
- What's a boosted post?**
A boosted post is the easiest way to reach more people on Facebook.

See all Page tips

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Promote

Liked Message More

Maintaining our woodlands with a mix of the old and the new !




1,247 people reached Boost post

Like Comment Share

Anne-Marie Couchman, Shirley Thompson and 21 others
 Top comments

Call Now

Community

Havering in Pictures
Community

Fairkytes Arts Centre
Community Organisation

Government Organizations in Romford, United Kingdom

LIKED BY THIS PAGE

Essex Wildlife Trust Bedfords Park

Friends of Raphael & Lodge Far...

Havering Libraries

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- Arts, culture and tourism
- Benefits and money matters
- Births, deaths and marriages
- Business
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 - Libraries
 - Open spaces
 - Parks**
 - Britain in Bloom
 - Events in your local park
 - Friends of parks in Havering
 - Green flag parks
 - London in Bloom
 - Nature Reserves
 - Park bylaws
 - Park management and maintenance
 - Parks In Havering
 - Parks Protection

Parks



Most popular

- [Parks in Havering](#)
- [Britain in Bloom](#)
- [Play areas and outdoor gyms](#)

[Parks in Havering](#)

Discover the borough's local parks and green spaces - from Abbey Wood open space to Upminster Park

[Green Flag parks](#)

The benchmark standard for parks and green spaces. In 2014 we have 9 Green Flag park awards

[Britain in Bloom](#)

National competition which recognises the greenest towns in the UK

[London in Bloom](#)

Annual awards which recognise efforts to improve the local environment

[Events in your local park](#)

A number of our parks can be hired by members of the public and outside organisations

[Park management and](#)

[Play areas and outdoor gyms](#)

With so many parks in Havering you can easily find a playground or outdoor gym nearby

[Parks Protection Service](#)

Keeping the borough's parks and open spaces safe and pleasant for everyone to visit

[Friends of parks in Havering](#)

There are a large number of people who actively support the parks through their local Friends groups

[Park bylaws](#)

Rules and bylaws covering use of the borough's parks

[Tree management and preservation](#)

The council is responsible for the

Event application (Parks and Open Spaces)

Enquiry and feedback

- [Tree enquiry](#)
- [Park Survey - Juteuma Recreation Ground](#)
- [Contact a Friends of Parks group](#)

Report

- [Shrub beds issues and grass cutting](#)

Online directories

Categories 

Spring Farm Park

Record details

About A well used park on the edge of a residential area.

Football pitches are hired by local teams and the resident club uses the cricket pitch.

There are tennis courts, children's play area with inclusive play equipment, multi-use games ball court and outdoor gym equipment.

Location



Facilities Playsite,
Inclusive play equipment,
Ball court,
Outdoor gym,
Tennis courts,
Football,
Cricket,
Toddler facilities,
Junior facilities,
Teenage facilities,
Outdoor gym

Public transport There are no bus routes that stop directly outside Spring Farm Park, although there are two bus routes that pass along nearby Upminster Road North. Both the 287 from Barking and 165 from Romford stop close to MacLennan Avenue where the park's main entrance is located.

Parking There is no car park at this site.

Access This site has two main entrances: Pedestrian access Lambs Lane North, Rainham. RM13 9XF. MacLennan Avenue, Rainham. TM13 9SS. You can view these locations in Google Maps.

APPENDIX 15 - Parks Event Application Form

PARKS AND OPEN SPACES – EVENT APPLICATION

Please answer ALL questions, read the completed form and sign

Name of your Organisation		
Name and telephone number of the person authorised to represent organisation to take overall responsibility for the event		
Company / Charity Registration Number (state which)		
Registered Address		
		Postcode

Telephone Number	Fax Number	
Email Address	Website	
Address of the above individual, if different from the registered address		
Venue / Location requested		
Proposed dates of events		
Opening times proposed (to include preparation)	From	To
Title of Event		
Approximate area required		

Please specify the type of event you proposed to hold:

Musical <input type="checkbox"/>	Fun Fair <input type="checkbox"/>	Circus <input type="checkbox"/>
Community Event <input type="checkbox"/>	Sports <input type="checkbox"/>	Fayre <input type="checkbox"/>
If other, please specify nature of event		
Will the event include amplified music? (as this may require a licence)		
		Yes
		No

Will alcohol be provided? (as this may require a licence)	Yes	No
Who is the event aimed at? ie young people, families etc		
Approximate number of people attending?		

Plan enclosed	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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How will the event be advertised?

Radio <input type="checkbox"/>	TV <input type="checkbox"/>	Press <input type="checkbox"/>
Posters <input type="checkbox"/>	Flyers <input type="checkbox"/>	Other <input type="checkbox"/>
If other, please give details		

Will you be providing additional toilets	Yes	No
Will the event be fenced	Yes	No
Will you be providing lighting	Yes	No

If yes to any of the above, please give details	
---	--

Signed	
Date	

INFORMATION FOR HIRING A PUBLIC PARK OR OPEN SPACE

Before staging any event the Council will require the following:

- **A copy of your emergency plan:** To include details of what you will do if an emergency occurs whilst you are responsible for the site (this must include, though not restricted to, details regarding first aid cover, line of management, evacuation process, process and identified access and aggress points for emergency vehicles).
- **A risk assessment:** Identifying current potential hazards and risks at the site and detailing what precautions you will have in place for these potential risks and hazards.
- **Event Programme:** Detailing the various activities and times supporting this event. The programme must also detail the method of setting the event up / breaking it down and taking off the site.
- **A copy of public liability / all risks insurance cover for the entire period of occupation**
- **Site plan to include the general location of each individual activity**

The completed application form with attachments should be returned to:

Parks and Open Spaces
London Borough of Havering
The Stableblock
Langtons House
Billet Lane
Hornchurch
RM11 1XJ

or

Email: parks@haverling.gov.uk
Telephone: 01708 434743

APPENDIX 16 – SWOT Analysis

SWOT		Importance	Changeability control	Score	Notes
1. A Welcoming Place					
Strength	Relative open site	8	9	81	
Strength	Good access	9	9	81	
Strength	Trees and shrubs	9	10	90	
Weakness	Signage	8	10	80	
Weakness	Entrance at Acer Ave	9	10	90	
Strength	Play area	8	9	72	
Strength	Free tennis courts	7	10	70	
Opportunity	Planting	10	10	100	
Opportunity	Public Art	5	10	50	
Opportunity	Surfaces	10	8	80	
Opportunity	Public Information	10	10	100	
Threats	Resources for maintenance	10	3	30	
2. Healthy, Safe, and Secure					
Strength	Fenced all around	9	8	72	
Strength	Good sight lines	9	9	81	
Strength	Good Safer Neighbourhood Team	6	1	6	
Strength	Walk through	8	8	64	
Strength	Paths in good condition	9	9	81	
Strength	Sports facilities	10	7	70	
Strength	Locked gates at night	10	9	90	
Strength	play area	7	10	70	
Strength	Outdoor Gym	9	9	81	
Strength	Strong sports use (cricket and football)	8	3	24	
Weakness	Overlooked by surrounding houses	7	2	14	
Opportunity	Well used	9	7	63	
Opportunity	Youth meeting area	8	9	72	
3. Clean and Well Maintained					
Strength	Regular grounds maintenance	10	10	100	
Strength	Shrub bed maintenance	9	8	72	
Strength	Tree maintenance	9	8	72	
Strength	Graffiti	10	7	70	
Strength	Adequate number of bins	10	10	100	
Opportunity	Additional benches	8	10	100	
Opportunity	Training for DSO	8	10	80	
Opportunity	New equipment and management techniques	8	10	80	
Opportunity	Improve quality of design/materials used	9	10	90	
Threat	Budget/Resources	10	7	70	
4. Sustainability					
Strength	No use of pesticides	9	10	90	
Strength	Composting of green waste	10	7	70	
Strength	Variable mowing regimes	10	10	100	
Opportunity	Increase conservation areas	8	8	64	
Opportunity	Mulching	9	10	90	
Opportunity	Improve tree coverage	10	7	70	
Opportunity	Water conservation planting	10	10	100	

5. Conservation and Heritage					
Weakness	Historical information	5	1	5	
Opportunity	Bird/bat boxes	7	10	70	
Opportunity	Interpretation	7	9	63	
Strength	Wildflower area	8	9	72	
Opportunity	Link planting to BAP	9	8	72	
6. Community Involvement					
Strength	Walk through	8	8	64	
Strength	School groups using the site	8	9	72	
Strength	Sports facilities on site	8	6	48	
Strength	School use	8	9	72	
Strength	Strong cricket club	9	2	18	
7. Marketing					
Strength	Lack of Signage	10	10	100	
Strength	Marketing Strategy	10	10	100	
Strength	Parks Guide	7	10	70	
Opportunity	Events programme	8	9	72	
Opportunity	Improved website information	9	8	72	
Opportunity	Press releases	8	7	56	
Opportunity	Use of Social Media	9	8	72	
8. Management					
Strength	Stable Management structure	8	5	40	
Strength	Capital investment levels	10	6	60	
Strength	Political will	10	7	70	
Strength	Strategic Framework	10	8	80	
Strength	Management Plan	10	10	100	
Strength	Partnership arrangements	10	7	70	
Strength	Control of locking/unlocking	9	4	36	
Strength	Tree management	10	7	70	
Weakness	Skills shortage	10	7	70	
Weakness	Lack of revenue resources	10	7	70	
Opportunity	Liaison	9	7	63	
Opportunity	Use of site for training	7	10	70	
Threat	Change of Political Administration	5	1	5	
Threat	Budget Pressures	10	7	70	