

Parks Development Plan 2020-2030

Volunteering & Community					
Ref no	Description	Lead Officer/s	Start date	End date	Links
VC1	Recruit FOREST volunteers	Paul Steed	Jan 2021	Ongoing with biannual recruitment drives	MP2, VA7, CCB 5
VC2	Continue support of existing volunteer groups such as Winshill Bloomers through the provision of practical advice and professional knowledge relating to horticulture practice and other related activities	Paul Steed	n/a	Ongoing	VC5, CCB 8
VC3	Provide all volunteers with an induction programme and health and safety briefing. Maintain records of volunteer involvement and contributions	Paul Steed	n/a	Ongoing	CCB8, VC1
VC4	Host the In Bloom Federation meeting for partners to share best practice and agree future plans	Paul Steed/Michael Hovers	4 per year	Ongoing	VC2, VC5, CCB8
VC5	Support the development of new In Bloom groups through access to the federation network and professional guidance from officers	Paul Steed	n/a	Ongoing	VC7, CCB8
VC6	Where opportunities arise, work with local parish councils and other communities groups to enhance open spaces in the borough	Michael Hovers	n/a	Ongoing	VA8
VC7	Maximise opportunities for volunteering to improve local parks and open spaces	Paul Steed	Minimum of 3 volunteer promotional events per year	n/a	VC1-3, MP2

Visual Amenity					
Ref no	Description	Lead Officer/s	Start date	End date	Links
VA1	Replace 57L metal bins with larger dual sized recycling bins.	Carl Ainsworth	Nov 2020	Nov 2026	CCB2, F2
VA2	Identify locations for the relaxation of the mowing regime. Where possible, mow paths and walkways to create a varied visitor experience	Paul Steed	Nov 2020	April 2021	CCB7
VA3	Identify suitable locations for the sowing of wildflowers to enhance the visual appearance of parks and open spaces	Paul Steed	Nov 2020	April 2021	CCB7
VA 4	Review the designs of traffic islands and other prominent bedding locations to ensure the designs remain fresh, relevant and are sustainable	Paul Steed	Jan 2021	Review every 3 years	CCB9
VA5	Conduct a three yearly audit of furniture (bins, benches, setting, bollards etc). Replace, repair or remove were required.	Open Spaces Officers	Feb 2021	Review every 3 years	F2
VA7	Identify suitable areas for further tree planting	Paul Steed	Nov 2020	April 2021	VC1, CCB5
VA8	Utilise S106 monies for the introduction of new play and/or gym equipment on open spaces	Various	Ongoing		F1, F2, VC6

Climate Change & Biodiversity					
Ref no	Description	Lead Officer/s	Start date	End date	Links
CCB1	Contract specification and award will seek to favour organisations with an active plan to reduce their carbon footprint and become carbon neutral	Claire Bell/Michael Hovers	Oct 2020	Nov 2021	OP2
CCB2	Waste from open spaces to be recycled where possible. Contractor to report on figures at quarterly performance meetings	Claire Bell	Nov 2021	Nov 2026	OP2
CCB3	Contractor to be encouraged to reduce use of red diesel and other pollutants. Annual review to examine the incumbents attempts and success in reducing their carbon footprint	Claire Bell	Nov 2021	Nov 2026	OP2, VA1
CCB4	Use of chemicals within the revised contract specification to be limited and where possible completely eradicated	Claire Bell	Nov 2021	Nov 2026	OP2
CCB5	Instigate a tree planting regime at suitable locations across East Staffordshire to help reduce carbon emissions. Planting of new trees to be limited to British Native species	Paul Steed	Nov 2020	Nov 2026	VC1, VA7
CCB6	Establish a tree nursery at Stapenhill Cemetery and Uttoxeter Leisure Centre	Paul Steed	Jan 2021	n/a	VC1, VA7, CCB5
CCB7	Reduce or relax mowing regimes to limit the use of powered machinery and to encourage more varied wildlife and habitat.	Paul Steed	March 2021	n/a	VA2, VA3,
CCB8	Promote carbon reduction and sustainability with In volunteers and Bloom partners	Paul Steed/Michael Hovers	Nov 2020	n/a	VC 1-5
CCB 9	Review the use of annual bedding and look to maximise the use of more sustainable planting	Paul Steed	Jan 2021	Review every 3 years	VA 4

Operations					
Ref no	Description	Lead Officer/s	Start date	End date	Links
OP1	Review the existing Grounds Maintenance Contract, update specification and prepare contract for re-tender	Claire Bell/ Michael Hovers/Procurement/Legal/Finance	In progress	Oct 2020	CCB 1-4
OP2	Contract Award and commencement of new contract	Claire Bell/ Michael Hovers/Procurement/Legal/Finance	June 2021	Nov 2021 (start of new contract)	CCB 1-4
OP3	Annual contract and KPI review	Claire Bell	Nov 2022	Nov 2026*	CCB 1-4
OP4	Contractor/Client- quarterly performance review meetings	Claire Bell	Quarterly from Jan 2022	Nov 2026*	CCB 1-4
OP5	Maintain monthly officer site inspections	Open Spaces Team	Ongoing	n/a	VA5
OP6	Explore options for distinct sections (types of work or geographical locations) to be separated from the main Grounds Maintenance contract in order for these aspects to be delivered by a local small/medium size enterprise	Claire Bell/ Michael Hovers/Procurement	Nov 2020	Nov 2026*	CCB 1-4

Marketing & Promotion					
Ref no	Description	Lead Officer/s	Start date	End date	Links
MP1	Promote the Open Spaces team number (01283 508013) on existing Council media platforms	Michael Hovers/ Nathan Gallagher	Apr 2021	ongoing	OP5
MP2	Promote volunteering opportunities through a variety of media	Paul Steed/Nathan Gallagher	Minimum of 3 volunteer promotional events per year	n/a	VC1, VC5, VC7, CCB5
MP3	Enter Bramshall Park and Stapenhill Gardens in the annual Green Flag awards	Michael Hovers	Jan 2021	Annually	All
MP4	Enter Community parks into the "It's Your Neighbourhood" Parks award with the objective to improve and sustain ratings.	Paul Steed/Michael Hovers	June 2021	June 2024	All
MP5	Produce annual management plan for Bramshall Park and Stapenhill Gardens for entry into the Green Flag awards	Michael Hovers	Annually	Ongoing	All
MP6	Produce Parks portfolio for each "It's Your Neighbourhood" entry	Paul Steed	Annually	Ongoing	All

Finance					
Ref no	Description	Lead Officer/s	Start date	End date	Links
F1	Establish a basic cash flow forecast for Section 106 monies	Sara Gummerson	Nov 2020	Ongoing	VA1, VA5, VA8
F2	Using the knowledge of the Open Spaces team, feedback from councillors/residents and partners develop a list of projects for the potential use of S106 monies	Michael Hovers/Open Spaces Team	Nov 2020	Ongoing	VA8
F3	Ensure S106 monies is allocated within 2 years of receipt from the developer	Michael Hovers/Claire Bell	Mar 2021	Ongoing	F1
F4	Liaise with Finance to ensure S106 maintenance contributions are filtered into annual budgets	Finance/ Michael Hovers	Jan 2021	Ongoing	VA1-8

