



Committee: CABINET

Date: TUESDAY, 1 DECEMBER 2015

Venue: LANCASTER TOWN HALL

Time: 6.00 P.M.

A G E N D A

1. **Apologies**

2. **Minutes**

To receive as a correct record the minutes of Cabinet held on Tuesday, 3rd November 2015 (previously circulated).

3. **Items of Urgent Business Authorised by the Leader**

To consider any such items authorised by the Leader and to consider where in the agenda the item(s) are to be considered.

4. **Declarations of Interest**

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 10 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

5. **Public Speaking**

To consider any such requests received in accordance with the approved procedure.

Reports from Overview and Scrutiny

None

Reports

6. **Adoption of the Local List Criteria (Pages 1 - 16)**

(Cabinet Member with Special Responsibility Councillor Hanson)

Report of Chief Officer (Regeneration & Planning)

7. **Ryelands Park / Greaves Park Masterplans 2015-2025 (Pages 17 - 70)**

(Cabinet Member with Special Responsibility Councillor Smith)

Report of Chief Officer (Environment)

8. **Older People's Cabinet Liaison Group (Pages 71 - 74)**

(Cabinet Member with Special Responsibility Councillor Pattison)

Report of Chief Officer (Governance)

9. **Peer Challenge Action Plan**

(Cabinet Member with Special Responsibility Councillor Blamire)

Report of Chief Executive (Report to follow)

10. **Corporate Plan 2015 - 18 Half Yearly Performance**

(Cabinet Member with Special Responsibility Councillor Blamire)

Report of Chief Officer (Governance) (Report to follow)

11. **Budget and Policy Framework Update 2016-20**

(Cabinet Member with Special Responsibility Councillor Newman-Thompson)

Report of Chief Officer (Resources) (Report to follow)

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Eileen Blamire (Chairman), Janice Hanson (Vice-Chairman), Abbott Bryning, Darren Clifford, Karen Leytham, Richard Newman-Thompson, Margaret Pattison and David Smith

(ii) Queries regarding this Agenda

Please contact Liz Bateson, Democratic Services - telephone (01524) 582047 or email ebateson@lancaster.gov.uk.

(iii) Apologies

Please contact Democratic Support, telephone 582170, or alternatively email democraticsupport@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,

LANCASTER LA1 1PJ

Published on Thursday, 19th November, 2015.

CABINET

Adoption of the Local List Criteria 1st December 2015

Report of Chief Officer (Regeneration and Planning)

PURPOSE OF REPORT			
To seek the Cabinet's approval for the adoption of the council's Local List Selection Criteria document and to put in place arrangements for decision making.			
Key Decision	<input type="checkbox"/>	Non-Key Decision	<input checked="" type="checkbox"/> Referral from Cabinet Member
Date of notice of forthcoming key decision	N/A		
This report is public			

RECOMMENDATIONS OF CLLR HANSON:

- (1) That the adoption of the local list selection criteria document, appended to this report, which will be used for the compilation of a list of non-designated heritage assets (Local List) in the Lancaster district, be approved.
- (2) That delegated powers be granted to the Chief Officer (Regeneration and Planning) to use the adopted criteria to make decisions on whether to add buildings or structures to the local list.
- (3) That provision be made to enable owners of buildings or structures added to the Local List to appeal against their designation to the Appeals Committee.

1.0 Introduction

- 1.1 Heritage assets not designated under statutory regimes, such as listed buildings and conservation areas, may still merit consideration in planning decisions due to their architectural and/or historic interest.
- 1.2 Accordingly, it is proposed that a list of local heritage assets is formulated to inform planning decisions and record the nature of the local historic environment more accurately.
- 1.3 The Regeneration and Planning Service's Conservation Team has made progress with the development of the local list and this report seeks approval of the selection criteria.

2.0 Proposal Details

- 2.1 The proposed selection criteria includes a tier system for selection. The first tier requires the asset to have retained its authenticity and the second tier relates to the asset's historic and architectural interest; whether it has architectural significance, historic significance, is a positive contribution, part of a designed landscape or meets all criteria.
- 2.2 It is proposed that the selection criteria document (Appendix 1) will be used in the process of compiling a local list for the Lancaster District on a parish-by-parish basis.
- 2.3 Adding to the local list will be a continual process. Members of the public and council will be able to nominate buildings or structures. It is suggested that the Chief Officer (Regeneration and Planning) be given delegated powers to use the criteria to determine whether they be added to the local list. A further democratic safeguard should be the right of any owner of a nominated building to appeal against a decision to include it on the local list to the Appeals Committee (similar to the right to appeal against a provisional Tree Preservation Order).
- 2.4 The selection criteria can also be used by Development Management to identify assets to be added to the list during a pre-application discussion or an application stage.
- 2.5 As mentioned in the selection criteria document (Appendix 1), the local list may help the council identify 'exceptional assets' which have a high retention of the original historic fabric. These may later be added to a separate list that will introduce Article 4(2) Directions to protect and retain their authenticity. This will be done as a separate process to the local listing.

3.0 Details of Consultation

- 3.1 The draft local list criteria document was sent to parish councils, local heritage groups, local architectural practices and Historic England to provide comments and nominations. It is still currently available on the Council's website:
- 3.2 <http://www.lancaster.gov.uk/planning/conservation/local-heritage-assets/>
- 3.3 For members of the public, a nomination form was available on the website which, along with comments on the selection criteria could be sent to the conservation team. The deadline to provide comments and nominations on Lancaster District's Local List was the 6th June 2014.
- 3.4 Of the district's 38 parishes, only 7 offered comments during the consultation period. Even though this is a relatively low response level, the criteria were generally deemed suitable by parish councils.
- 3.5 Some parishes were concerned whether it would only extend to individual properties, when the building may have a collective identity. However, it was suggested by the Conservation Team that not all collective properties may have retained their authenticity and significance.
- 3.6 Detailed comments were received from the AONB team, with concerns for what constituted a 'building or structure' that would be added to the local list.
- 3.7 Amendments were, subsequently, made to the selection criteria for the inclusion on the list to include the tier system for selection discussed above and include a glossary of heritage terminology.

4.0 Options and Options Analysis (including risk assessment)

	Option 1: To approve the adoption of the Local List Selection Criteria document	Option 2: To not approve the adoption of the Local List Selection Criteria document
Advantages	The adoption of the Local List Selection Criteria document complies with guidance set out by Historic England in <i>Good Practice Guide For Local Heritage Listing</i> , which states that local planning authorities should identify heritage assets valued by the local community. The local list will inform Development Management in their day-to-day work. It will also have wider informative value of the importance and role of locally distinctive heritage assets to the public.	There are no advantages to not approving the Local List Selection Criteria.
Disadvantages	There are no disadvantages to the local list selection criteria document as the process is designed to act as an informative measure for the council and the public.	This would have significant consequences of the future management of non-designated heritage assets as it would mean that an opportunity to recognise the locally significant heritage value of individual assets by means of their inclusion on a local list is not realised. When determining planning proposals reference can be made to the inclusion on this local list. This can assist in ensuring that they are preserved and enhanced for future generations.
Risks	There are no risks associated with this option.	There is the potential risk that if not locally listed the development of assets with historic interest will not contribute positively to its identity and character through good design.

5.0 Officer Preferred Option (and comments)

5.1 Option 1 is the preferred option for the reasons given above.

6.0 Conclusion

6.1 The compilation of a list of local heritage assets will be beneficial to the council and community as it will identify historic assets which crucially contribute to the local identity of the district which are worth preserving for future generations.

6.2 Officers have responded to comments made during the public consultation period and have, subsequently, clarified the proposed selection criteria for assets to be added to the local list. This has led to the development of a tier

system for selection, which needs to be adopted to facilitate the establishment of the list.

- 6.3 The adoption of the local list complies with guidance in the NPPF because the local list will identify the significance of heritage assets and enable a balanced judgment to be made by Development Management in the scale of harm or loss to the significance of non-designated heritage assets.
- 6.4 The local list will assist Development Management in their day-to-day applications, inform the local community on their local heritage and positively contribute to the sustainability of the district's built heritage.

RELATIONSHIP TO POLICY FRAMEWORK

The national policy framework relating to the historic environment is *National Planning Policy Framework* (NPPF). This sets out Government guidance on designated and non-designated heritage assets and their management. At the District level, the *Development Management DPD* sets out the Council's strategy for conservation and the policy which relates to non-designated heritage assets is DM33.

**CONCLUSION OF IMPACT ASSESSMENT
(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)**

The adoption of the local list criteria could increase community involvement in the identification of distinctive local historic buildings or structures, thus lead to an increased awareness of heritage assets, their role in planning decisions and the contribution they make to the built environment. This could lead to the increased re-use of buildings as they are recognised as historically important and, therefore, make a contribution to the sustainable development of communities.

LEGAL IMPLICATIONS

The creation of the local list could result in the introduction of Article 4(2) Directions for the best examples, which would involve assistance from legal services in making the Directions, confirming them, advertising them and regulating them.

FINANCIAL IMPLICATIONS

The use of the local list selection criteria and local listing process will be done through existing staff resources within Planning, Housing and Policy Team and will not provide extra work for Development Management for this aspect. It is not expected, therefore, that the local list selection criteria will have any additional financial and resource implications for the Council, although there is some risk of future cost or resource implications arising linked to future property matters, should any of the Council's own property portfolio be included on the local list. Any subsequent Article 4(2) Directions made as a result of this process could have some resource implications for Development Management, however, but they are aware of this process and consider this to be manageable as it is unlikely to be substantial.

OTHER RESOURCE IMPLICATIONS

Human Resources:

There are no resource implications for human resources.

ICT:

There are some resource implications as there will be a requirement to publish the final Local List Selection Criteria document on the Council's website. However, the resource implications will not be substantial.

Property:

There could be property implications arising at some point in future, should any of the Council's portfolio be included on the local list (and depending on what the intentions are for any redevelopment etc. of such property).

Open Spaces:

There are no resource implications for open space services.

SECTION 151 OFFICER'S COMMENTS

The s151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and her comments are incorporated in the report.

BACKGROUND PAPERS

Good Practice Guide for Local Heritage Listing
National Planning Policy Framework 2012

Contact Officer: Megan Atkinson
Telephone: 01524 582338
E-mail: matkinson@lancaster.gov.uk



Lancaster's List of Local Heritage Assets

Criteria

July 2015

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The Pepperpot was built in 1887 to commemorate the golden jubilee of Queen Victoria in Silverdale. The memorial has fantastic views of the surrounding area and is considered a local landmark

1. INTRODUCTION

LANCASTER DISTRICT

Lancaster has over 1,300 buildings and structures that are of significant architectural and historic importance that are included on the National Listed Building Register. In addition, many other buildings and structures contribute to the special character of Lancaster District that do not meet the strict criteria for statutory listing. Lancaster City Council recognises the valuable contribution that these local heritage assets make to the local scene. In response to this, a criteria for a List for Local Heritage Assets has been developed.



PURPOSE OF A LOCAL LIST

The purpose of Lancaster’s List of Local Heritage Assets is:

- To raise awareness of the District’s heritage assets and their importance to local distinctiveness;
- To inform developers, owners, Council officers and members about buildings within the District that are desirable to retain and protect;
- To provide guidance and specialist advice to owners to help protect the character and setting of the buildings and structures; and
- To aid the Council in its decision making when discussing proposals and determining planning applications

“Local heritage lists play an important role in celebrating heritage that is valued by the community at the local level.” – Historic England

2. PLANNING POLICY CONTEXT



Ridge Lea Hospital is of local historic and architectural importance to Lancaster

The compilation of a List of Local Heritage Assets that make a significant contribution to the local character and distinctiveness is supported and encouraged by National Government, Historic England's best practice and by Lancaster City Council's Development Management Development Plan Document (DPD).

DEVELOPMENT MANAGEMENT DPD (ADOPTED DECEMBER 2014)

The DPD identifies that the District has a 'rich and varied historic environment', of which some may be currently classed as non-designated. The Council has stated that it aims to identify value and protect its historic environment for the benefit of future generations.

POLICY DM33: DEVELOPMENT AFFECTING NON-DESIGNATED HERITAGE ASSETS

Where a non-designated heritage asset is affected by development proposals, there will be a presumption in favour of its retention. Any loss of the whole or part of such asset will require clear and convincing justification. No loss will be permitted without taking all reasonable steps to ensure the new development will proceed after the loss has occurred.

Any special features, which contribute to the asset's significance should be retained and reinstated, where possible, in accordance with paragraph 135 of the National Planning Policy Framework.

Any extensions or alterations should be designed sympathetically, without detracting from or competing with the heritage asset. Proposals should relate appropriately in terms of siting, style, scale, massing, height and materials.

Proposals within the setting of a non-designated asset will be required to give due consideration to its significance and ensure that this is protected or enhanced wherever possible.

New buildings and any associated landscaping within the curtilage of a non-designated heritage asset, or in close proximity to, should ensure that the setting is not compromised. Positive settings should be protected, preserved and where possible enhanced by new development which assist in better revealing the significance of the asset.

Where buildings are located in a conservation area, policies **DM31** and **DM32** will also apply.



In addition, a DPD is being developed jointly by Lancaster City Council and South Lakeland District Council for the Arnsdale & Silverdale Area of Outstanding Natural Beauty (AONB), with involvement by the AONB Partnership and Parish councils. This will include policies on the built environment and heritage assets within the AONB.

Arnsdale and Silverdale is a designated Area of Outstanding Natural Beauty (Landscapes for Life)

NATIONAL PLANNING POLICY FRAMEWORK (MARCH 2012)

The National Planning Policy Framework (NPPF) sets out the Government planning policies for England and how these are expected to be applied. Whilst the NPPF does not change the status of the Development Management DPD, the NPPF is still a material consideration in determining planning applications.

Section 12 (paragraphs 126-141) of the NPPF covers all aspects of the historic environment.

Paragraph 126 makes the Government's position on heritage very clear, stating that:

“Local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats. In doing so, they should recognise that heritage assets are an irreplaceable resource and conserve them in a manner appropriate to their significance. In developing this strategy, local planning authorities should take into account:

- *the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- *the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;*

- *the desirability of new development making a positive contribution to local character and distinctiveness; and*
- *opportunities to draw on the contribution made by the historic environment to the character of a place.”*

With specific reference to the identification of heritage assets, paragraph 141 of the NPPF states that:

“Local Planning Authorities should make information about the significance of the historic environment gathered as part of plan-making or development management publicly accessible.”

It is considered that this criteria document provides the public with, at the earliest possible stage, a set of clearly defined, coherent and concise set of selection criteria, with which the Council will identify heritage assets across Lancaster.

3. CRITERIA FOR SELECTION

The council will prepare and maintain a list of buildings or features of local architectural or historic interest which merit special consideration in the exercise of the development (planning) process. The selection criteria for such a list is as follows:

To be included on the List of Local Heritage Assets, a building, structure or site will need to satisfy an authenticity criterion (i) and in addition, one or more of the following (a), (b), (c), (d):

(I) AUTHENTICITY

The building or structure must be substantially unaltered and retain the majority of its original features and fabric.

(A) ARCHITECTURAL SIGNIFICANCE

- Demonstrate design features characteristic of the local area;
or
- Association with a locally or nationally known architect, designer or engineer



*YMCA building on China Street
was designed by local architect
Spencer Barrow*

(B) MAKES A POSITIVE CONTRIBUTION

- Key landmark building or structure
- Building creates a vista or view
- Significant building on a main route
- Contributes to the skyline



85 Main Street, Bolton-le-Sands
considered a landmark building

(C) HISTORIC SIGNIFICANCE

- Associated with regional history
- Strong community significance
- Displays physical evidence associated with known periods of economic, social or cultural significance
- Associated with locally famous or notable people
- Appears in historic documents e.g. historic maps, tithe maps, historic photographs



First edition OS Map (1:10,000) of
Arkholme in 1845

(D) DESIGNED LANDSCAPE

- Adds to the setting of a heritage asset
- Structures located within a designed landscape



Lancaster University is a purpose-built
campus from the 1960s



Carnforth War Memorial

4. ADDING TO THE LOCAL LIST



'The Keep' on University of Cumbria's Lancaster campus is part of the Bowerham Barrack complex from the late 19th century

The Local List is a dynamic document and people are encouraged to propose additions that meet the approved criteria. Local heritage assets are likely to be identified by the public and the District's Regeneration and Planning service in five different ways:

1. LOCAL CHARACTER STUDIES

The most common type of character study undertaken by Lancaster City Council is the conservation area appraisal. There are 37 conservation areas within the district and many are currently being reviewed and having their appraisals written.

2. NOMINATION

Members of the public are welcome to nominate buildings, structures or landscapes that they consider to meet the criteria for inclusion on the List of Local Heritage Assets. Those that will be nominated will be then looked at and considered by the conservation team and a panel of local experts (e.g. local historians and architects) before being designated by the Chief Officer (Regeneration and Planning). The conservation team can also independently nominate assets that meet the selection criteria.

3. HISTORIC ENVIRONMENT RECORD (HER)

The Historic Environment Record (HER) that is held and updated by Lancashire County Council identifies several types of heritage assets, both designated and non-designated. The HER should always be consulted before any application is made that is likely to affect a heritage asset. Those non-designated heritage assets that meet the List of Local Heritage Assets selection criteria will be added to the local list.

4. PRE-APPLICATION STAGE

When the pre-application discussions have taken place and an application is submitted, it may emerge that the proposal is in relation to a building or structure that meets the List of Local Heritage

Assets selection criteria. The developer or agent may be required to submit a heritage statement at this stage.

5. PLANNING APPLICATION STAGE

If no pre-application discussion has taken place and an application is submitted, it may emerge that the proposal is in relation to a building or structure that meets the List of Local Heritage Assets selection criteria. The developer or agent may be required to submit a heritage statement at this stage.

5. IMPACT AND NOTIFICATION

The inclusion on the register does not introduce additional controls but will be a material consideration for a planning application. Article 4(2) Directions can be used by the council to restrict permitted development rights of owners, however this exists as a separate process to the inclusion on the local list. The council may use the local list to identify ‘exceptional’ assets – which will have a high retention of the original fabric and crucially contribute to the community’s heritage and sense of place. These may later be added to a separate list that will introduce Article 4(2) Directions to protect and retain the authenticity of these assets.

Once a decision has been made by the Chief Officer (Regeneration and Planning) for the inclusion on the local list, owners, where known or identified, of individual properties and structures that have been included on the List of Local Heritage Assets will be notified in writing. An ‘Impact of the Local List Designation’ document will also be sent out to each owner. Owners will have the right to appeal against the decision to include their property or structure on the local list to the Appeals Committee.



Buildings and structures added to the List of Local Heritage Assets will be added to Lancashire County Council’s Historic Environment Record (HER) database and plotted onto an electronic geographical information systems map layers used for development management purposes.

Windyridge at Silverdale is an Arts and Crafts house with associations with the famous author William Riley

Contacts

Conservation Team

Regeneration & Planning Services

Lancaster City Council

Morecambe Town Hall

Marine Road East

Morecambe

LA4 5AF

Tel: 01524582360

Email to:

conservationteam@lancaster.gov.uk

Mail to:

PO Box 4

Lancaster Town Hall

Lancaster

LA1 1QR

<http://www.lancaster.gov.uk/planning/conservation/>

6. GLOSSARY

Community Significance: a building or structure that is central to a wide community interest, which is part of the community's history.

Conservation: the process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances the significance.

Designed Landscape: is an area of land modified by people for aesthetic reasons. In building conservation terms, it could relate to historic parks, gardens, cemeteries and estates which were designed for aesthetic purposes with buildings and structures being a part of that design idea.

Heritage Asset: a building, monument, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated assets and assets identified by local planning authority (including local listing).

Historic Environment: includes all aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.

Local Plan: is the plan for future development of the local area, which is drawn by the local authority in consultation with the community.

Setting of a Heritage Asset: the surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.

Significance: the value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

CABINET

Ryelands Park and Greaves Park – Master Plans 2015-2025

1st December 2015

Report of Chief Officer (Environment)

PURPOSE OF REPORT			
To seek approval for the Ryelands Park and Greaves Park Master Plans 2015-2025			
Key Decision	X	Non-Key Decision	Referral from Officer
Date of notice of forthcoming key decision	2 nd November 2015		
This report is public			

RECOMMENDATIONS

- (1) To approve the master plans for Ryelands Park and Greaves Park 2015-2025.
- (2) To delegate decisions relating to the delivery of the master plans to Chief Officer (Environment), in line with financial regulations, and the previous decision of Cabinet relating to Accountable Body Authorisation for Community Groups (Aug 2015, Item 13).
- (3) That Cabinet notes the ongoing efforts of volunteers in Ryelands and Greaves Park and many other Parks and areas of open space in the District and expresses thanks for the ongoing contribution they make.

1.0 Introduction

- 1.1 Clean, Green and Safe places are priority for the Council. A measure of success in this regard is the number of projects that directly involve local communities in improving local areas, parks and open spaces.
- 1.2 In accord with best practice work has been taking place to develop long term plans for all of parks. This ensures the council more effectively manages our parks over the next ten years through identifying the future direction of the parks, key areas to focus on for preservation, and opportunities for additional funding. Clearly in adopting this approach the Council is mindful of the bleak financial context that we face. This means that working with volunteer groups etc to help improve these vital assets in a planned way is even more important.

1.3 Key to the development and delivery of the master plans is extensive consultation with users of the park and the establishment of Friends of Groups who can then support the delivery of the agreed masterplan.

1.4 This report will focus specifically on Ryelands and Greaves Parks. Both Ryelands and Greaves Park have well established Friends of Groups who have over a number of years devoted many hours to the improvement and development of the Parks.

1.5 **Ryelands Park**

Connecting Communities in 2010 (led by Lancaster City Council) focused on making Skerton an even better place to work and live.

Ryelands park was identified as having great potential to provide space for people to come together to socialise, be active, enjoy the green space and recreation/community facilities and provide things for young people to do.

The park also plays a key role as a community park for the whole district, providing valuable football pitch provision and hosting events that are enjoyed by our communities such as circuses, fairgrounds and car boot sales.

In response to the Connecting Communities exercise Lancaster City Council initiated the Ryelands Park Community Regeneration Project in 2011 and in 2012 a Friends of Ryelands Park was established. Since then partners have worked together to develop a vision and a masterplan for the park.

The vision for the park is;

To restore Ryelands Park as a focal point for the community and to provide a safe, attractive environment which everyone can enjoy.

The main aim of the park is provision of -

A sustainable community space that is flexible enough for events, or for people to simply appreciate the beauty of the park

The following key Objectives for the park and masterplan were identified as;

- *Create a community hub, radiating from the historic buildings in the centre of the park* (café, toilets, community spaces, enterprising communities/ training, gardens and landscaping).
- *Community Sport and Active Lifestyle hub for all generations* – large scale BMX facilities to meet district wide need and aspiration for such a facility, walks and fitness (mark out walks, fitness equipment, digital apps to facilitate walking, games, fitness and active lifestyle activities); new pavilion for changing/ toilets and kiosk/ income generation.
- *Community led, facilities and activities to encourage participation and action.* A dedicated performance space with the flexibility for other uses.(extend and

improve existing play facilities, seating and cohesion, landscaping and design)

- *Develop infrastructure, make the park work and accommodate a significant increase in visitor numbers* (both local and some destination, e.g. the BMX facilities) – streamlined and improved parking, new access and routes (vehicular and pedestrian).
- *Protect and enhance the natural assets.* Maintain the open space ‘feeling’ to the park, Preserve and enhance the trees and other natural assets encouraging wildlife.

Significant work has already taken place to deliver some of the above. The FoG group have been able to access funds from a variety of sources that have enhanced the park. Furthermore the use of the park for commercial events such as circuses and funfairs has increased significantly in the last year or so. This in turn has generated a valuable source of income for the Council.

Greaves Park/ Parkfield

It is apparent that local people do not differentiate between Greaves and Parkfield Parks and therefore for the purpose of this report ‘Greaves Park’ refers to both Greaves and Parkfield parks

The site is approximately 6.4ha in total and is made up of the grounds of two large houses - Greaves House and Parkfield House. It is a mixture of open grassed areas with individual trees and small wooded areas. The site slopes from the east to west, offering fantastic views across the city to Morecambe Bay and the Cumbrian Fells.

Lancaster City Council and the friends group have worked together to develop a vision and masterplan for the park.

The vision for the park;

We consider The Greaves Park to be a hidden gem full of green spaces, wonderful trees, and lovely green paths from which to enjoy the park and the views over the city to the Cumbrian Fells. Much of the park cannot be seen from the roads that pass by it, and many people are not aware of the extent of the park or its many aspects. Our vision is to make the public more aware of the park and to encourage people to come in and enjoy it in all its variety.

The aim is to protect and enhance the many features that make The Greaves Park so special. These include:

- The opportunities for children and families to play, and to enjoy the semi-wild parts of the park.
- The network of green paths in the park which provide a green and peaceful route through and around the park.

- The beautiful trees in the park, and the spring flowering bulbs. We also hope to encourage more flowering plants, both for their beauty and for their benefit to wildlife.
- The rich variety of wildlife. Our vision is to protect and encourage the ecological variety in the park by protecting the various wildlife habitats, and the peace and tranquillity of the wilder parts of the park.
- The views over the city and Morecambe Bay and the Cumbrian Fells. Our vision is to provide one or more high clearings from which to enjoy the views over the city and the Morecambe Bay area at their best.

2.0 Proposal Details

2.1 Over the last few years a comprehensive consultation process has taken place to develop long term master plans for the two parks. **The master plans and further information on the parks are attached in the appendices.** Cabinet should note that during the consultation process it has been made very clear that, due to the financial pressures facing the Council, delivery of the master plan is entirely dependent on accessing external funding.

2.2 It is extremely unlikely that the Council itself would be eligible for external funding. However, as outlined there are well- established 'Friends of' group in the parks. These volunteers have over a number of years now devoted many hours to improving the park. The combination of a long term vision for the park, Council commitment to the future of the Park and a thriving 'Friends of' group means that with ongoing support from the Council there is a realistic prospect of the master plan being delivered.

2.3 The master plan for Ryelands Parks identifies two projects an adventure play area and BMX pump track, to bring forward in the next year or so. If external funding was forthcoming Cabinet should note that there will be ongoing revenue requirements for maintenance of the new features which would need to be considered. In the first instance Officers would seek to redirect existing budgets.

2.4 Also relevant to the delivery of masterplans is the decision Cabinet made in Aug 2015 (item 13)

(1) That Cabinet delegates authority to the Chief Officer (Environment), in agreement with the Section 151 Officer, to approve the making and acceptance of external funding bids above the key decision threshold where:

any such bid is for the purposes of improving public open space in the District;
and;

it can be contained within the budget and policy framework and would not require redirection of resources between service areas, functions or activities on an ongoing basis.

(2) That Cabinet delegates authority to the Section 151 Officer, in agreement with the Chief Officer (Environment), to adopt the role of "accountable body" where appropriate, in order to support formally constituted 'Friends of' and community groups in helping to improve public open space in the District,

subject to due diligence and any financial implications being contained within the budget and policy framework.

(3) That that above delegations remain in place until July 2017 and be subject to review at that time.

3.0 Details of Consultation

Consultation has been undertaken at various stages throughout the process of developing the plan. This has involved questionnaire based consultations, meeting with officers and stakeholders and advertised public consultation sessions in the park.

4.0 Options and Options Analysis (including risk assessment)

	Option 1: Approve the master plans for delivery	Option 2: Continue without master plans
Advantages	<p>The master plans help focus current and future resources on areas and attractions that will enhance the park.</p> <p>The plans will also help support applications to external funders to preserve and enhance the park</p>	<p>The opportunities to preserve and enhance the park through additional funding support would be very much reduced.</p> <p>There would be no clear guidance to the development of the park. This can be particularly difficult when considering new opportunities.</p>
Disadvantages		Less potential for external funding opportunities
Risks	Funding for development is not secured. If the volunteer groups disband it would be difficult for the council to obtain funding from external sources.	The park may slip into decline without proper forward planning

5.0 Officer Preferred Option (and comments)

- 5.1 The preferred option is option 1. The parks are very popular and well used it is importance to have a plan for the future to ensure they remain popular.
- 5.2 The ongoing maintenance requirements for the proposed adventure play area and BMX pump track at Ryelands Park should be noted.

6.0 Conclusion

- 6.1 The master plans will assist in allocating current and future resources within the parks, to both preserve the parks and enhance their assets.
- 6.2 The plans will help support applications to external funders to preserve and enhance the park.

RELATIONSHIP TO POLICY FRAMEWORK

As outlined in the report

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)

The master plans take account of design issues relating to accessibility, community safety, sustainability etc. As the master plans are delivered individual elements will be assessed for impact.

LEGAL IMPLICATIONS

None as a result of this report

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

Whilst the revenue budget includes provision to support the operational aspects of the parks, there is no scope to contribute financially towards the delivery of the master plans with the exception of officer time.

The master plans may contain a mixture of capital and revenue expenditure and where capital expenditure is incurred such as building a BMX track at Ryelands Park, there will be on-going capital charges and revenue costs for maintaining newly generated assets which will have an impact on revenue budgets in future years. It will be a requirement, however, that the ongoing maintenance costs can be met from whatever approved budgets are in place at that time. If this is not possible, then the relevant project would not go ahead.

Therefore, any subsequent bids for external funding that are made by the friends groups are subject to appropriate due diligence prior to support being given. Should the Council then take on the role of accountable body under Officer delegations, where relevant the approved budgets (subject to there being a nil impact) would be updated to enable their implementation. This would also be actioned under Officer delegations.

OTHER RESOURCE IMPLICATIONS

Human Resources:

None

Information Services:

None

Property:

As outlined in the report

Open Spaces:

As outlined in the report

SECTION 151 OFFICER'S COMMENTS

The s151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

none

Contact Officer: Mark Davies

Telephone: 01524 582401

E-mail: mdavies@lancaster.gov.uk

Ref:

Ryelands Park Community newsletter

ISSUE 1 - NOV 2015



Vision

"A sustainable community space that is flexible enough for events, or for people to simply appreciate the beauty of the park."

Developed by the community as part of the masterplan consultation 2012

Welcome to the first issue of the Ryelands Park Community Newsletter. So much has happened since the initial consultation and establishment of the Friends of Ryelands Park that we wanted to reflect on these achievements and let people know what's happening next.

We would also like to thank all the individuals, groups and funders to have supported us in these achievements.

"I find it amazing how much work has already taken place to improve our park and I'm really grateful to all those of you who have supported and helped us along the way. Hopefully by reading this first edition of our newsletter it'll encourage more of you to become involved," Councillor Karen Leytham, chair of the Friends of Ryelands Park.

We plan to issue the newsletter at least once a year, but all future issues will be electronic so don't forget to sign-up to receive future editions! You can sign up by completing the online form at www.lancaster.gov.uk/ryelandspark.



Masterplan Update

The masterplan for the park was developed and adopted in 2012 after numerous community events. Since then the council and Friends of Ryelands Park (formed in 2012) have worked together to secure funding for the park and to date the following has been delivered:

- New Accessible Play Area, developed at a cost of around £80,000.
- Funding for the play area, which was a joint venture between the Friends, Loyne School and the council, was provided by United Utilities and the Lancashire Environmental Fund.

Active Parks

Working with Lancaster University the Friends and members of the public the council has developed a draft and prototype of a fitness station (the interactive glockenspiel) for the proposed Active Parks trail within the park. Funding kindly received from Lancaster University. This project has gone on to be presented by Prof Emmanuel Tseklevs worldwide with much interest. We just need funding and someone to lead the project to take it forward! The report is available to view at www.lancaster.gov.uk/ryelandspark

Coun David Smith, Cabinet member with responsibility for parks and open spaces, said: "There is a fantastic amount of work taking place in Ryelands Park and everyone who has volunteered so far to help shape its future for the benefit of those living in their local community and beyond should be rightly proud of what has already been achieved."



Friends of Ryelands Park

Do you have a burning desire to take pride in your community and help improve Ryelands Park? If so then the Friends of Ryelands Park (FoRP) wants to hear from you!

FoRP was set up by a committed band of community representatives in 2012. Over the last three years they have undertaken a variety of voluntary work and helped to raise money for many of the recent improvements.

- Contemporary wildflower area with funding from Lancashire County Council and Lancashire Green Spaces.
- Cleared shrubs with help from Inspire Lancaster, Scouts and with additional support from the city council and the Community Payback team.
- New orchard area
- 'This Side of the River' Festival - a arts/music festival in the park organised with help from the Dukes and local schools. Events included performances from local bands, geo-caching and interactive xylophone. The event finished by attempting a world record for the number of people wearing moustaches and wellies doing the conga!

By joining the group you can help to improve your local park. Help is especially needed for the monthly morning work group which helps to tidy and make small improvements. All ages are welcome, including families, and there are hot drinks available after your hard work!

- Volunteers are also required for activities including fundraising, Facebook, publicity, accounts, designing posters etc.
- Meetings are held every 2nd Tuesday of the month at Father's House.
- Work Meetings are held 1st Sunday of the month meeting at Old Man's Rest.

To find out more visit www.facebook.com/RyelandsPark or email Friendsofryelandspark@gmail.com



Current Projects

BMX Pump Track

Plans are being developed by Proffitts, a community interest company, and the Friends for a BMX track on the grassy slope between the existing football pitches and Route 6 cycle path which runs along the railway line.

Consultation is now open with questionnaires going to local schools, or you can have your say at www.surveymonkey.com/r/RyelandsBMX (any wider comments can be made to the email addresses at the end of the newsletter).

More information and the proposed design is available by visiting www.proffittscic.com/community-projects.

Pavillion

In the near future the old pavilion in the park will be demolished. Unfortunately, despite efforts to find a viable use for the building, the cost of bringing it up to scratch would have been too great. The building was last open in 2006 and suffered a great deal of damage from floods in 2008/09, which caused most of the ceilings to collapse. The building footprint will be excavated and landscaped.

Future projects

- The aim of the Active Parks project is to develop a 'health trail' that offers a new way of motivating and taking physical activity to local people in their park. This may include fitting different levels of physical activity into a general walk or dog walking schedule, the use of new technology to link to further information or perhaps the use of games. Lancaster University and Lancashire County Council are currently working to secure funding to take this forward.
- We are seeking funding of approximately £50,000 for a new Multi Use Games Area (MUGA) which is in keeping with the new fresh look of the park. With this in place the fencing of the old MUGA will be removed to allow temporary additional parking.
- Detailed plans and costings have been worked up to improve car parking. Funding for the scheme still needs to be identified.
- We hope to formalise the 'desire line' footpath across the park which is largely used by students attending Our Ladies Catholic School. With this in place we will be able to formalise 1km and 2km running/walking routes.
- In the long-term a permanent community café is proposed. To determine if this is a viable option we will be looking at the possibility of mobile concession stands operating from next summer.





Events

Over the last 12 months the demand for Ryelands Park has increased, with event organisers drawn to the favourable layout and ideal location of the park in relation to the city centre. In 2015 Ryelands Park hosted seven key events which attracted tens of thousands visitors to the park.

In order to improve emergency access routes to accommodate these events, additional removable bollards have been installed to create a secondary emergency route into the park and yellow lines added along the path leading to Ryelands House to encourage use of the available car parks.

The city council is also investigating the possibility of improving the drainage of the land hired out for events to provide a more suitable surface and reduce damage to the ground which is usually caused during the set up and dismantling of the larger events.

Upcoming events

- **Lancaster Mega Value Fun Park** 13–22 Apr 2016
- **26th Annual Giant Car Boot Sale** Monday 2 May 2016
(Rotary Club of Carnforth Car Boot)



Upcoming events are advertised on our website. For more information go to www.lancaster.gov.uk and search for 'events on council land'.



Football

The 2015/16 football season started on 22nd August with three adult teams and three junior making use of the football pitches and changing facilities available at the park.

The city council is currently in discussion with the Service to Youth league about the possibility of converting the full-size pitch next to Torrisholme Road into dedicated junior pitches in order to increase the number available to the league.

Outdoor rangers

Two new members of staff have joined to help oversee and assist in the city council's parks and open spaces. Barbara and Richard will be visiting Ryelands Park twice a week to carry out inspections and help manage the football pitches until the season finishes in March 2016.

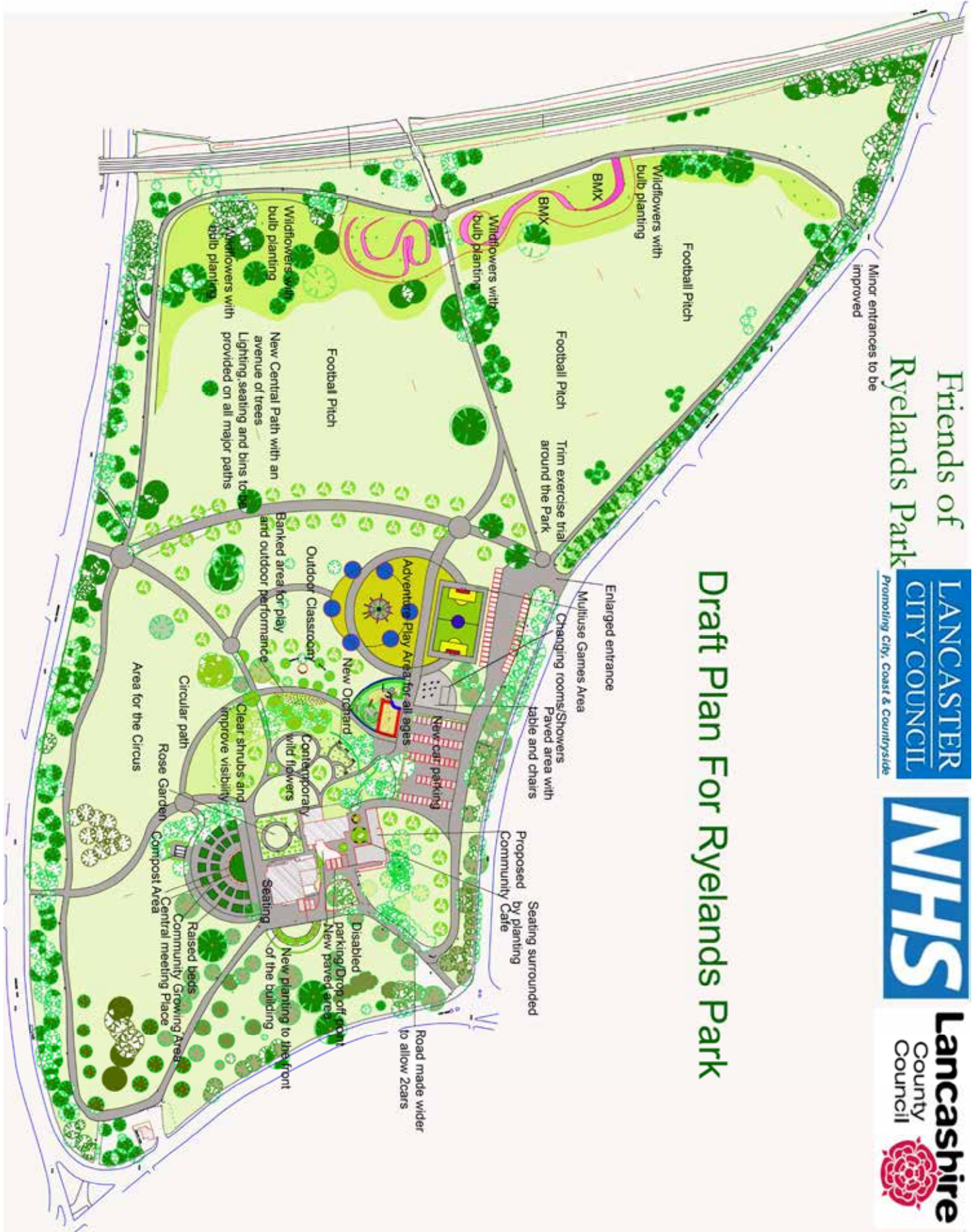
General

- **Trees** - we are looking for people to help map and look after trees in the park and the surrounding area. Training will we run early next year. Please let us know if you would be interested.
- **Safety routes** – New double yellow line marking have gone down to keep safety routes clear for emergency service access.
- **Nippers** – welcome to their new home in the old coach house.
- **Police room** – We welcome the community police officers who are now sharing a space with the Friends of Ryelands Park within the Old Man's Rest.



Comments

We'd love to hear your views on any of our parks. Take part in our park health check at www.lancaster.gov.uk/park-health-check and let us know what you think.



Draft Plan For Ryelands Park

Friends of
Ryelands Park



Friends: friendsofryelandspark@gmail.com
 Lancaster City Council: Helen Ryan Public Realm Development Manager
hryan@lancaster.gov.uk 01524 582822
www.lancaster.gov.uk/ryelandspark /RyelandsPark

Friends of Ryelands Park



Central Hub For Ryelands Park



Trim exercise trial around the Park

Enlarged entrance

Multiuse Games Area

Changing rooms/Showers

Paved area with table and chairs

Seating surrounded by planting

Proposed Community Cafe

Road made wider to allow 2cars

Adventure Play Area for all ages

New car parking

Disabled parking/Drop off point

New paved area

New planting to the front of the building

Banked area for play and outdoor performance

Outdoor Classroom

New Orchard

Contemporary wild flowers

Clear shrubs and improve visibility

Circular path

Rose Garden

Area for the Circus

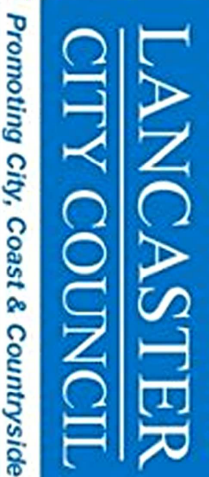
Compost Area

Raised beds Community Growing Area

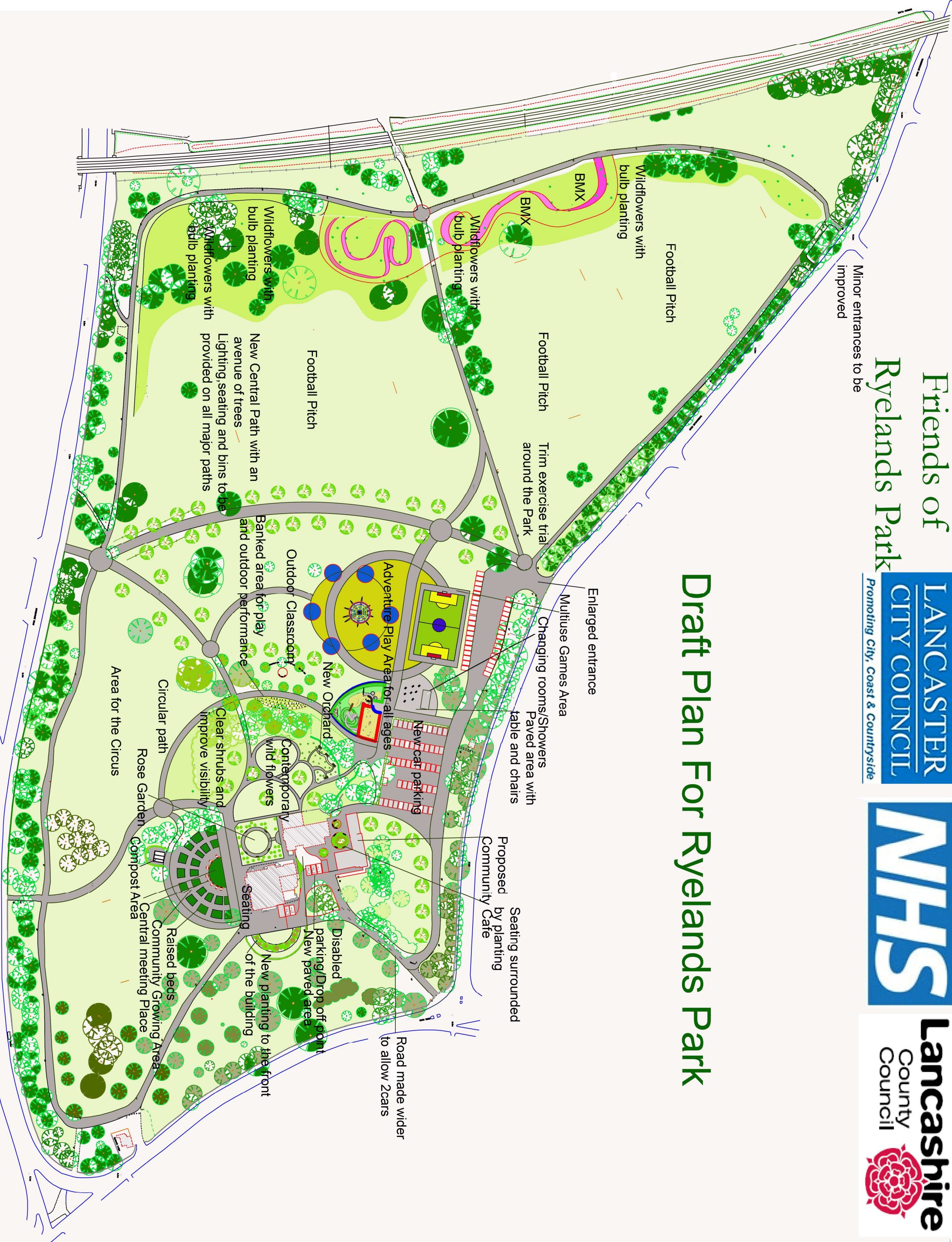
Central meeting Place

Seating

Friends of Ryelands Park



Draft Plan For Ryelands Park



Greaves Park Management Plan

2015



Plan prepared by Proffitts – Investing in Communities
on behalf of the Friends of Greaves Park, Lancaster City
Council and Lancashire County Council

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1.0 Current Situation

1.1 Site Description

The site is approximately 6.4ha in total and is made up of the grounds of two large houses - Greaves House and Parkfield House.

It is a mixture of open grassed areas with individual trees and small wooded areas. The site slopes from the east to west, offering fantastic views across the city to Morecambe Bay and the Cumbrian Fells. The site is well used throughout the day; by local residents, local school children going to and from school; by the Scouts and by visitors to the Greaves Park pub and restaurant.

Some areas of the site are privately owned—the 5th and 53rd Scout Huts and Greaves Park Pub/ Restaurant (along with the vehicular access, car park and a small area of grounds). Parkfield and two cottages (Horseman's Cottage and West Bank Stables) and a former stable building (now in a poor state of repair) are also privately owned. There are 3 lodges within the park which are privately owned or rented. A large house called 'The Greaves' has no access from the park.

Lancashire County Council own a large area of land to the north east of the site around Bowerham Primary School. There is a well used desireline from Bowerham Road south towards 'The Hole in the Wall' which the group intend to keep maintained and surfaced as part of the overall park maintenance.

The Friends of Greaves Park are an active community group who formed in 2003. They are very active in the park and raised funds to create the children's play area in 2007. Since then they have been involved in arranging activities within the park and also carrying out maintenance tasks and improvements in the park. They have undertaken these projects with the support of Lancaster City Council and are keen to continue this work throughout the park.



1.0 Current Situation

1.2 Users and Community

The park is well used at all times of day throughout the year by various groups and the extended community. Some of the users include:

1. Residents from the district and beyond
2. Dog walkers
3. People using the park as a green route to and from the town centre
4. Bowerham Community Primary School pupils, parents and staff
5. 5th Lancaster Scout Group
6. 53rd Lancaster Scout Group
7. Friends of Greaves Park
8. Picnickers
9. Greaves Park Pub visitors and staff
10. Parkfield offices staff and visitors

1.3 Current Management of the Park

The site is owned by Lancaster City Council who undertake basic maintenance of the park. This includes mowing the formal large areas of grassland to the west of the site as well as some grass paths running from north to south. The grass cutting regime consists of:

- ♣ Mowing every 9 days with ride-on, plus tractor for the field in front of Parkfield;
- ♣ Strimming is carried out every 18 working days; hand mowers round obstacles;
- ♣ Grass paths are mowed with a ride on machine every month.

Basic tree works are also undertaken as required. The tree works are carried out as per Lancaster City Council's tree policy – work is only carried out to trees around the Park which are dead, diseased or dying and which therefore require work.

No weedkilling or treatment of weeds such as knotweed is currently undertaken as there is no need and it is more beneficial to wildlife to limit the amount of chemicals used.

The Friends of Greaves Park are currently focusing on and spending time on the following projects:

- ♣ Bringing the Community Garden back into use with new paths and planting
- ♣ Light touch woodland management (such as keeping paths clear)
- ♣ Defining and surfacing informal paths throughout the park with wood chip
- ♣ Clearance of large areas of brambles and weeds.
- ♣ New equipment in the play area

This work has been carried out with consent from Lancaster City Council. The images below are taken from the Facebook page of the Friends of Greaves Park and show some of the range of activities carried out in Autumn of 2014.

1.4 Consultation

In December 2014, the Friends of Greaves Park carried out a user survey through emails to members; Facebook and asking users in the Park. The results showed some of the key issues were more seating, bins and signage; more play equipment, improving paths; more diverse planting; informal play areas and creation of a view point. For more details, please see **Appendix 4.3 Consultation Results**. The group followed this up in May 2015 with a consultation on the draft masterplan document. Images below are of the group and volunteers hard at work.



2.0 Aims and Objectives

2.1 Vision

The Friends of Greaves Park have worked together to produce a detailed vision statement for the park:

We consider The Greaves Park to be a hidden gem full of green spaces, wonderful trees, and lovely green paths from which to enjoy the park and the views over the city to the Cumbrian Fells. Much of the park cannot be seen from the roads that pass by it, and many people are not aware of the extent of the park or its many aspects. Our vision is to make the public more aware of the park and to encourage people to come in and enjoy it in all its variety.

We also aim to protect and enhance the many features that make The Greaves Park so special. These include:

- ♣ *The opportunities for children and families to play, and to enjoy the semi-wild parts of the park.*
- ♣ *The network of green paths in the park which provide a green and peaceful route through and around the park.*
- ♣ *The beautiful trees in the park, and the spring flowering bulbs. We also hope to encourage more flowering plants, both for their beauty and for their benefit to wildlife.*
- ♣ *The rich variety of wildlife. Our vision is to protect and encourage the ecological variety in the park by protecting the various wildlife habitats, and the peace and tranquillity of the wilder parts of the park.*
- ♣ *The views over the city and Morecambe Bay and the Cumbrian Fells. Our vision is to provide one or more high clearings from which to enjoy the views over the city and the Morecambe Bay area at their best.*

In brief, the aims are:

- ♣ *To make The Greaves Park a lovely tranquil place for people of all ages to visit, to play, to relax, and to enjoy the trees, the green spaces, the flowers, and the wildlife.*
- ♣ *To protect and encourage the natural environment.*
- ♣ *To preserve and improve the network of paths which provide a green and peaceful route through and around the park.*
- ♣ *To build links with the local community and to raise awareness of all that the park can offer*
- ♣ *To improve and extend the play area provision*

2.0 Aims and Objectives

2.2 Inspirational Images for Greaves Park

Community activities:



Wildflower and bulb meadows:



New planting including edible plants and fruit trees:



Play (a new play surfacing for the existing play area ideally covering the whole area and one new play unit are proposed for Greaves Park. The images below show examples of other play areas where the surfacing extends around the whole play area to give ideas of the type of surfacing available):



2.0 Aims and Objectives

2.2 Inspirational Images for Greaves Park (continued)

Community activities and informal play:



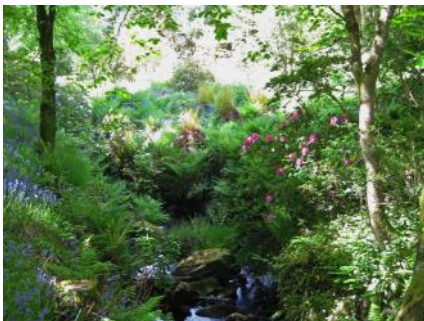
Seats, signage and viewing areas:



woodland flowering plants:

New planting including shade tolerant

plants and



Pond:



2.0 Aims and Objectives

2.3 SWOT Analysis and themes

The following eight key themes were identified by the group through their extensive knowledge of the park and through the work they undertake throughout the Park. They are listed in no particular order:

1. Paths
2. Trees
3. Grass and wildflower meadows
4. Signage and interpretation
5. People
6. Native and non native invasive plants
7. Wildlife
8. Play

The SWOT analysis below links through to the SMART aims in Section 2.4 by:

- ♣ Building on the strengths identified
- ♣ Maximising the opportunities
- ♣ Strengthening weaknesses
- ♣ Eliminating threats

The aim of the SWOT analysis and SMART aims are to provide the group with basic information about the park from which they can develop their own more specific ideas for each theme and each area. The information is not prescriptive, allowing opportunity for ideas to be firmly shaped through consultation with the community and stakeholders.

2.3.1 Paths	
Strengths	Weaknesses
Paths through the park link the various elements together as well as providing short cut/through paths for other users. They are well used	Some paths are overgrown and impassable. The varied path surfacing materials can make access more difficult for some users.
Opportunities	Threats
Chance to create network of well signposted, easy to use paths that provide recreation, health benefits and that encourage more people to walk and use the park	Encroachment of weeds leading to paths becoming unusable. Not being able to surface sections of path with suitable materials will render the paths unusable in the long term

2.3.2 Trees	
Strengths	Weaknesses
Wide range of different tree species and ages of trees providing habitats and improving biodiversity. Trees are protected by a Tree Preservation Order	Not sure about the condition of the trees. Has a tree survey been undertaken? Are there any diseases present?
Opportunities	Threats
To create an arboretum and improve the range of trees in the Park. Opportunities to create an orchard within the park Create a woodland and individual tree management plan	Damage to mature trees caused by disease, vandalism, weather etc Not being allowed to undertake works to trees due to TPO's/Conservation Area/planning restrictions

2.0 Aims and Objectives

2.3.3 Grass and Wildflower Areas

Strengths	Weaknesses
Large expanses of sloping ground providing space for wildflower meadows that would be very visible from Greaves Road	The potential cost of implementation and maintenance in the first 3 years
Opportunities	Threats
To create colourful and varied meadows that will not only look beautiful but attract a range of insects improving biodiversity within the park	The potential cost of implementation and maintenance in the first 3 years

2.3.4 Signage and Interpretation

Strengths	Weaknesses
Park has a range of interesting features and routes which could be interpreted to benefit park users and maximise visits	Too much signage and/or different styles of signage can make the park appear cluttered and uncoordinated and hard to understand
Opportunities	Threats
To create marked walks around the park; to highlight cut-throughs and links with adjacent places of interest. Also potential to map the park and have this available online, on a leaflet and on interpretation	Initial cost of purchasing signage Consent from landowners/planning to erect signage The potential for vandalism and the prohibitive costs of replacing damaged signage

2.3.5 People

Strengths	Weaknesses
A wide range of existing users and strong friends group	Different user groups might have different/opposing requirements of the park which could be difficult to coordinate and bring in line
Opportunities	Threats
To bring together groups of users in different tasks around the park and arrange working parties and regular meetings to bring users together	The time implication for volunteers of regular meetings and arranging events and activities Risk that opposing groups can't find a middle ground and agree actions
Opportunity and threat —consulting with local community and park users re future of the park. There are great opportunities to encourage new group members to help shape the park but there are also concerns that more vocal members of the community could stymie progress	

2.0 Aims and Objectives

2.3.6 Native and Non Native Invasive Plants

Strengths	Weaknesses
Dense cover of some weeds can provide excellent habitats for wildlife	Overgrown areas can threaten paths, make the park feel unsafe and look unkempt. It can also threaten native species Areas of weeds encroaching paths and interesting features
Opportunities	Threats
To retain some areas of weeds as habitats but bring other areas into management and prevent spread of weeds in the future	Cost and labour involved in removal/eradication of large areas of weeds

2.3.7 Wildlife

Strengths	Weaknesses
Existing mature parkland could provide habitats for a range of wildlife	Removing too much 'scrub' improves the appearance of the site but can be detrimental to wildlife. A wider age range of trees and shrubs would be better for wildlife.
Opportunities	Threats
Increasing the range of habitats to support a wider range of fauna Providing bird and bat boxes and other 'animal homes' to further provide for wildlife on site. Potential to create a pond on site which will have significant wildlife benefit	Cost of purchase and/or maintenance requirements Risk of vandalism of built structures. Perceived risk of safety surrounding ponds in public places

2.3.8 Play

Strengths	Weaknesses
The play area is relatively new (built in 2007) and the equipment is fun for younger children	Poor surfacing; lack of paths to the actual play area mean it isn't accessible to all Range of equipment doesn't cater for all ages. Gates need replacing
Opportunities	Threats
Play area could cater for all ages of children and young people of all abilities if the range of equipment was slightly increased; if the play surfacing covered the entire site and if paths to the play area were created. Group likely to obtain funding for additional unit in play area	High costs of surfacing could be hard to raise funds for, especially as the current play area is not very old.

2.0 Aims and Objectives

2.4 SMART Aims for each theme

2.4.1 Paths					
Aim	Specific	Measurable	Achievable	Realistic	Timescale
Create a hierarchy of paths throughout the park	Keep desirelines open	Paths free from weeds	Easily, through regular mowing	yes	ongoing
	Surface popular paths with wood chip	Yes—lin.m of surfaced paths	Yes, if the group are assisted with some of the heavy physical work of moving the wood chip uphill to where required	Yes	ongoing
	create new paths in priority areas surfaced paths with stone to dust material	Yes—lin.m of surfaced paths	Will require grant funding for materials and possibly labour	Budget dependent	2016 onwards
Access to 'hidden' areas	Create new steps leading into Victorian Garden	Yes—new access created	Will require grant funding for materials and possibly labour	Budget dependent	2017?
	Create access to new viewpoint	New path and viewpoint created	Significant external funding required to create new path and view point	Budget dependent	2017?

2.4.2 Trees					
Aim	Specific	Measurable	Achievable	Realistic	Timescale
Undertake tree survey of entire park	Outcome will be the trees mapped and specific information about each one listed	yes	With assistance/support from a consultant	Yes, budget dependent	TBC depending on obtaining funding
Tree works	Comprehensive tree works undertaken including felling, crown lifting and pruning according to the results of the survey	yes	Would require major funding to undertake works. Also requires planning consent as TPO's in place and Conservation Area status	Yes, budget and planning dependent	TBC depending on funding and planning
	Remove all unnecessary tree supports/surrounds. Add supports where required	yes	Already have consent for this work	Yes, with time from volunteers	ongoing
Tree planting	Creation of arboretum (following and expanding on earlier plans) in the park	Yes, number of trees planted	Yes—could be sponsor a tree scheme. Requires LCC support and a planting schedule to be drawn up	Yes, also several funding pots available for trees	ongoing

2.0 Aims and Objectives

2.4 SMART Aims for each theme

2.4.3 Grass and Wildflower Meadows

Aim	Specific	Measurable	Achievable	Realistic	Timescale
Increase coverage of wildflower meadows and swathes of bulbs throughout the park for decorative effect and to benefit wildlife	Creation of new wildflower meadows around the park	Yes— counted in m2	Yes, might require support from LCC for the weedkilling of grass and rotoation and external funding for wildflower seed	yes	2015 ongoing
	Swathes of bulbs around the park	Number of bulbs planted	Yes, small costs involved to purchase bulbs	yes	2015 ongoing
	New planting in areas of park such as the Victorian Path and Middlewood	Number of new plants	Yes, costs involved in purchasing new plants	yes	2016

2.4.4 Signage and Interpretation

Aim	Specific	Measurable	Achievable	Realistic	Timescale
Provide comprehensive signage throughout the park including interpretation and directional signage	Provide at least 2 interpretation panels relating to history of the Park and flora and fauna	Yes—number of panels installed	Yes but will require research by FoGP and external grant funding	Yes, budget dependent	2016 onwards
	Provide directional signage to key places around the park	Yes, signposts will be provided where there aren't any	Yes but will require external grant funding	Yes, budget dependent	2016 onwards
	Maps of the park with 'you are here'	yes	Yes but will require external grant funding	Yes, budget dependent	2016 onwards
	New entrance signs at key entrances	Yes, qty of new signs	Yes but will require external grant funding	Yes, budget dependent	2016 onwards

2.0 Aims and Objectives

2.4 SMART Aims for each theme

2.4.5 People					
Aim	Specific	Measurable	Achievable	Realistic	Timescale
Involve more people in the park	Hold a range of community activities which are promoted locally	Yes—take registers on the day and record numbers of volunteers	Yes but likely to require support from LCC and/or grant funding for external trainers and materials	yes	2016 onwards
	Involve local schools and scouts in specific activities	Yes—take a register of numbers of children involved	Yes but likely to require buy in from teachers and scout leaders as well as the group arranging suitable activities. Support from LCC? Small grant required for materials and insurance	yes	2015 onwards
	Work placements / Community Payback	Yes—number of participants on each activity/ event	Yes, likely to require support from LCC, project manager and funding for materials	yes	2016?
Recruit more regular volunteers to FoGP	Local promotion and flyers	Yes—record membership of the group on a yearly basis	Yes—low costs involved for printing and distributing flyers and leaflets	yes	2015 onwards

2.4.6 Native and Non Native Invasive Species					
Aim	Specific	Measurable	Achievable	Realistic	Timescale
Manage areas of scrub, invasive species and weeds	Areas of vegetation encroaching paths and features regularly cut back/dug up	Yes, will be apparent from the paths being usable	Yes, with volunteer time and a strimmer/ brush cutter and support from Lancaster City Council	Yes, budget dependent	Ongoing
	More invasive weeds treated with appropriate chemicals	Will be able to see difficult areas of weeds get smaller, then disappear over time	Yes but likely to require grant funding and training and/or assistance from LCC	Yes, budget dependent	Starting in 2016 after volunteers have received training and funding for materials
	Some areas of scrub retained for wildlife	'Wild' areas to be highlighted on a plan	Retain existing overgrown areas	yes	ongoing

2.0 Aims and Objectives

2.4SMART Aims for each theme

2.4.7 Wildlife					
Aim	Specific	Measurable	Achievable	Realistic	Timescale
Create more wildlife habitats	Install bird and bat boxes	A measurable quantity installed	Workshop activity for the community?	yes	First boxes installed in 2015, then ongoing
	Create habitat piles	Pin point on a plan the location of the piles	No costs involved, just labour	yes	First piles created in Spring 2016 after winter tree and shrub works
	Retain overgrown areas of brambles	'Wild' areas to be highlighted on a plan	Retain existing overgrown areas	yes	ongoing
	Plant more bulbs, wildflower meadows and understory shrubs	Measured per m2, or quantity	Small costs involved initially for plant material	yes	Starting in 2015 and ongoing
	Plant edible hedgerows around the park	Measured by qty of plants or lin.m of hedgerow	Yes, relatively small costs of plants and group labour	Yes	Starting in 2016 and ongoing
	Create new wildlife pond (s)	M2 of new pond created	Yes, budget dependent	Yes	Towards the end of 2016, funding permitting

2.0 Aims and Objectives

2.4 SMART Aims for each theme

2.4.8 Play					
	Specific	Measurable	Achievable	Realistic	Timescale
Extend and improve current play area	Install more equipment for wider age range	Qty of new units installed	Yes, consultation and budget dependent	yes	2017?
	Resurface entire area with continuous play surface	Total m2 resurfaced	Yes, budget dependent	yes	2017?
	Install drains in and around play area	Lin.m of drains installed and measurable improvements to quality of land	Yes, budget dependent	yes	2016?
	Improve access to play area with new macadam paths	Measured per m2, or lin.m, linked to existing macadam path network	Yes, budget dependent	yes	2016?
Creation of 'official' informal play areas around the park	Creation of mapped areas around the park which are set aside specifically for play	Qty of informal play areas	Yes, small outlay of costs required	Yes	Late 2015 onwards

3.0 Action Plan

3.1 Action Plan for each area identified within the park

The group have split the park up into easily identifiable areas. These are different in character and make up and the intention is that each area will be treated differently. This will add interest to the park and split it into more manageable tasks for maintenance.

The different areas are listed over the next few pages, with actions split into the 8 themes identified earlier. These are colour coded to correspond with the Conceptual Masterplan (see Appendix 4.3).

3.1.1 Beech Woods (£1,450)					
Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Keep desirelines open and surface any well used/boggy areas with wood chip	low	FoGP	This area has been left as ownership was uncertain. However, it is now clear that much of this area is part of the Council so work can be undertaken	G.I.K. (if wood chip can be provided free and moved around site to where needed)
Trees	See section 3.1.9				
Grass and wildflower meadows	Establish swathes of bulbs and/or wildflower plugs in this area	low	FoGP	External grant funding to cover cost of bulbs/seeds/plugs	£200
Signage and interpretation	Potential to provide information re beech woods	low	FoGP	Include on general site interpretation/maps	Included elsewhere
People	Involve local people and groups in bulb planting events throughout the autumn each year	low	FoGP	External grant funding to cover cost of bulbs that can be used for the community?	£500
Native/non native invasive species	Ensure areas of scrub do not encroach the site through regular mowing and weeding	low	Lancs City Council	Ongoing process though current budge restraints means this isn't guaranteed going forward	G.I.K.
Wildlife	Planting bulbs will provide nectar for bees etc	low	FoGP		See above (grass and wildflower)
Other	Provide seating in woodland area (formal and/or informal seating)	low	FoGP with support from Lancs City	External grant would be required to purchase seats and labour to install them. Also labour to site any log seats gifted by Lancs City Council	£750 (for 1 new formal seat). Other logs seats would be G.I.K.

3.0 Action Plan

3.1.2 Community Garden (£4,950)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Maintain the wood chip path through the site	medium	FoGP	As required	G.I.K. (if wood chip can be provided free and moved around site to where needed)
Paths	Create hard surfaced section of path/boardwalk at boggy area	medium	FoGP	Improve access through creating 3m section of firm surfaced path/boardwalk over boggy area	£250
Trees	See section 3.1.9				
Grass and wildflower meadows	Establish wildflower areas and plant bulbs/plugs around the garden	low	Lancs City / FoGP	External grant funding to cover cost of bulbs/ground preparation/seed/plugs for initial creation?	£200
Signage and interpretation	Provide an interpretation panel in this area about the species found here	low	FoGP	External grant funding required to cover the costs of the design, manufacture of the panel and installation	£1500
People	Involve local people and groups in events in the garden throughout the year	low	FoGP	External grant funding to cover cost of materials and plants that can be used for the community? Events can include litter picking, bramble bashing and planting	£500
Native/non native invasive species	Manage certain areas of invasive weeds to keep the paths and main areas clear	low	FoGP	Retain some areas of weeds such as brambles as they provide good habitats and foraging. Training in spraying to treat weeds?	£500
Wildlife	Creation of habitat piles around the garden will benefit wildlife	low	FoGP	ongoing	G.I.K.
Other	Installation of informal log seats	medium	Lancs City / FoGP	Costs are for new seats and installation. Could be done cheaper via G.I.K.	£500
Other	Create management plan for this entire area to inform activities	medium	FoGP/ Lancs City	Include ecological information in plan	G.I.K.—use expertise in group?
Other	Incorporate Informal play area within Community Garden	Medium	FoGP	Set aside specific area for this	G.I.K. using donated plants
Other	Create natural boundary around community garden	medium	FoGP/ Lancs City	Decide on type of fence with Lancaster City Council and raise funds to install	£1,500

3.0 Action Plan

3.1.3 Informal play (£2,200)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	n/a				
Trees	See section 3.1.9				
Trees	Plant new trees/shrubs to create new wild play areas and opportunities for den building	low	FoGP	Hazel coppices and willow will allow children to create their own dens and play inc screening of pub car park. Use large branches/trunks for creative play	£500
Grass and wildflower meadows	n/a				
Signage and interpretation and leaflet	Produce a simple sign to be erected in each of the 'informal play' areas and leaflet to identify locations around park	low	FoGP/ Lancaster City	Too prescriptive? Or will it help the group manage the overall site?	£500
People	Hold Forest School type activity days for children throughout the year	medium	FoGP	External grant funding could be required for officer time and materials. Den building, willow weaving etc	£1,200 (4 events in one year)
Native/non native invasive species	Manage certain areas of invasive weeds to keep the paths and main areas clear	low	FoGP	Retain some areas of weeds as they provide good dens and places to play	G.I.K.
Wildlife	Leaving 'wild' areas will have added benefit for wildlife	low	FoGP / Lancs City	Areas to be created/left in suitable locations around the park	G.I.K.
Other	Invite Play Wardens to hold free play sessions in the park throughout school holidays	medium	FoGP/ Lancs City	Events to be promoted via local schools, the group, local libraries etc	N/A
Other	Identify areas in the park to set aside for informal play	high	FoGP/ Lancs City	Work with community through consultation to identify suitable sites for informal play in the park	N/A

Notes

Six areas have so far been identified as being ideal for informal play. These already provide a varied range of play benefits which can be enhanced with small interventions. Community consultation will help identify other areas for informal play around the park and confirm if those already identified are appropriate.

3.0 Action Plan

3.1.4 Victorian Path (£28,150)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Paths to be surfaced with wood chip	medium	FoGP	LCC to provide wood chip from felling works elsewhere throughout the city	G.I.K. (if wood chip can be provided free and moved around site to where needed)
Trees	See section 3.1.9 (NB community to decide extent of 'opening up' this area through tree works)				
Grass and wildflower meadows	Embankments to be planted with shade loving plants	low	FoGP	External grant funding required for plants. Suggest the planting be appropriate to the Victorian theme	£750
Signage and interpretation	Provide an interpretation panel for this area	low	FoGP	include old photographs of the site and information about the original owners etc. External grant funding required	£1,500
People	Training opps & volunteer days to be included	low	FoGP	Grant funding would allow a programme of managed activities to be delivered	£7,500
Native/non native invasive species	Manage invasive species here such as Rhododendron ponticum	Medium	FoGP	Ongoing maintenance will be required to retain site as a more formal site	G.I.K.
Wildlife	New planting and understorey to encourage wildlife	low	FoGP	Nesting boxes to be provided in mature trees. Could be built in workshops with community/pupils/ young people	£200 for kits.
Other	Stone walls to be rebuilt along path	low	FoGP/ Lancs City	Could be a training opportunity for local people/ Community Payback?	£10,000
Other	New stone steps access	low	FoGP/ Lancs City	External grant funding required for materials and labour	£7,500
Other	Plant hedgerow/ screening for adjacent cottages	medium	FoGP	Appropriate species to be chosen for wildlife, impenetrable nature, suitable height and low maintenance. Labour G.I.K.	£700 materials only.

3.0 Action Plan

3.1.5 Viewing Area (£20,150)					
Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Create new ramped path leading to view point. Path likely to require surfacing with stone to dust.	Medium	FoGP	Likely to require external grant funding to cover costs of excavation; cut and fill; surfacing and edging/revetments and seating.	£15,000
Trees	Undertake felling and tree pruning works to retain open views. Remove self seeded saplings	low	Lancs City Council	Again, grant funding possibly required to undertake major works	£2,000
Grass and wildflower meadows	Make good ground around path edges and around view point once created	medium	FoGP	Possibility of gathering seed and storing or buying new wildflower seed to make good areas of disturbed ground at path edges and around view point	£150
Signage and interpretation	Potential to create panoramic interpretation panel showing key features in the view. A photo from the location would be suitable	medium	FoGP	Likely to require external grant funding to cover costs of an interpretation panel, though key views and features could be identified by a member of the group	£1,500
People	Consultation with adjacent residents re suitable location for viewing area	medium	FoGP	Simple plan/sketch to be produced which will show residents what is proposed. Exact location will be flexible and screening can be provided.	G.I.K.
Native/non native invasive species	Areas of brambles and scrub to be cut back/pulled out from around viewing area	Medium	FoGP	Ongoing maintenance will be required to ensure the scrub doesn't overtake the viewing area	G.I.K.
Wildlife	n/a				
Other	Installation of 2 seats	medium	Lancs City / FoGP	Costs are for new seats and installation. Could be done cheaper through G.I.K	£1,500

3.0 Action Plan

3.1.6 Middlewood (£4,500)					
Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Paths to be surfaced with wood chip	medium	FoGP	LCC to provide wood chip from felling works elsewhere throughout the city	G.I.K. (if wood chip can be provided free and moved around site to where needed)
Trees	See section 3.1.9				
Grass and wildflower meadows	Embankments to be planted with bulbs and shade loving plants; some slopes left for informal play	low	FoGP	External grant funding could be required for plants. Suggest the planting be appropriate to the Victorian theme	£1,000
Signage and interpretation	Provide information re species in this area and wildlife	low	FoGP	Include on general site interpretation/maps? Not sure if it would need a separate panel	£1,500
People	Involve local people and groups in bulb planting events throughout the autumn each year	low	FoGP	External grant funding to cover cost of bulbs that can be planted by the community?	Included elsewhere
Native/non native invasive species	Ensure areas of scrub do not encroach the site through regular weeding	low	Lancaster City Council	Ongoing process though current budget restraints means this isn't guaranteed.	G.I.K.
Wildlife	Plant a variety of bulbs which flower throughout the year providing nectar for bees.	low	FoGP	Could plant some woodland understorey plants in this area too which will add more colour and year round interest as well as being good for wildlife	£1,000
Other— Informal play	Plant a range of suitable, robust shrubs and plants to encourage informal play	medium	FoGP	Also ensure that the visual appearance of this area is enhanced with the planting as it is a key entrance into the park	£1,000

3.0 Action Plan

3.1.7 Formal Play

The group raised funds to create the original play area in 2007 and are keen to continue to work to extend this area. It is an integral part of the park which draws many users.

3.1.7 Formal Play (£91,700)					
Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Create surfaced paths leading to play area from main access points	medium	Lancaster City Council	Required to conform to DDA	£10,000
Paths (surfacing)	Resurface play area with more suitable surfacing allow better access for all	medium	Lancaster City Council	Required eventually to conform to ROSPA standards	£50,000
Trees	n/a				
Grass and wildflower meadows	n/a				
Signage and interpretation	Suitable signage erected at play area entrances with play area rules/guidance and also with detail about accessibility	low	Lancaster City Council	Required eventually to conform to ROSPA standards/DDA/Council's own policy. This is already underway	n/a
People	n/a				
Native/non native invasive species	n/a				
Wildlife	n/a				
Other	Install new play equipment to diversify range	medium	FoGP / Lancs City	More challenging units for older children to increase the appeal of the site. Equipment to be chosen through consultation with the community	£15,000
Other	Install new drainage in and around play area to divert water	medium	FoGP / Lancs City	New herringbone land drainage system connected to main drains elsewhere on site to improve drainage at play area	£15,000
Other	Gate repair	high	Lancs City	Repair/replace damaged gates which no longer self close	£1,700

3.0 Action Plan

3.1.8 Wildlife Ponds (£20,000)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Create new informal wood chip paths leading to new pond from main access points	low	FoGP	Required to conform to DDA	G.I.K. (if wood chip can be provided free and moved around site to where needed)
Trees	n/a				
Grass and wildflower meadows	n/a				
Signage and interpretation	Suitable signage erected around pond regarding use and safety	low	Lancs City / FoGP	Signs to be clear and easy to read and give guidance about behaviour around ponds	£500
People	n/a				
Native/non native invasive species	n/a				
Wildlife	n/a				
Other	Creation of actual pond in open area of the park	low	FoGP	Use 'Bentomat' style liner which creates good watertight seal. Pond to have ledges to cater for wildlife. Location and size to be determined through consultation	£15,000
Other	Planting around pond	low	FoGP	Suitable planting of grasses, wildflower plugs and small shrubs around pond to cater for wildlife	£1,500
Other	Natural edging to pond	low	FoGP	Use of large stone boulders, earth mounds, shrubs and reclaimed logs to create boundary around pond for safety	£3,000

Note

There are few things better for wildlife than ponds. All birds and mammals require water, especially during dry spells. Amphibians need water to breed and many insects lay their eggs in water. There are understandable safety concerns around ponds. However, statistics do show that two thirds of accidents involving children under 6 happen in residential settings rather than in public places.

It is proposed that any ponds created in Greaves Park would be designed with safety in mind. Methods can include use of large boulders, earth mounds, use of a wet approach and planting around pond edges to restrict access to the water's edge as well as increasing the value to wildlife. Easy to understand signage would also be installed around the ponds.

3.0 Action Plan

3.1.9 Wider Park SECTION 1 OF 2 (£73,550)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Paths	Key paths used by schools to be surfaced with a stone to dust material	medium	FoGP	Grant funding would need to be secured to cover the cost of the materials (and ideally the labour and machinery required).	£5,000
Paths	Well used paths to be surfaced with wood chip	medium	FoGP	LCC to provide wood chip from felling works elsewhere throughout the city	G.I.K. (if wood chip can be provided free and moved around site to where needed)
Paths	Desirelines to be kept mown and easy to access	low	Lancaster City Council	Three times a year as required/when other mowing takes place	G.I.K.
Trees	Survey trees throughout Park and produce Tree Management Plan.	High	Lancaster City Council	Look into possibility of grant to pay for specialist consultant to undertake initial report + mapping	£7,000 (?)
Trees	Undertake felling and tree works which are highlighted as urgent	High	Lancaster City Council	Again, grant funding possibly required to undertake major works	£10,000 (?)
Trees	Continue to monitor progress of trees each year	Low	FoGP	Basic training provided by LCC/through a grant	£500 for training
Trees	Remove unnecessary tree surrounds and supports. Add new supports where required	medium	FoGP	Labour provided free from group. Costs are purely for costs of extra materials for new supports (if required)	£200
Trees	Installation of new feature trees to create arboretum	low	Lancs City / FoGP	Tree species and plan to be created and agreed with Planners before proceeding	£7,500
Grass and wildflower meadows	Establish large wildflower meadows and meadows containing bulbs and plugs around the park	low	Lancs City / FoGP and Lancashire CC	External grant funding to cover cost of bulbs/ground preparation/seed for initial creation?	£10,000
Signage and interpretation	Provide information re species/meadows	low	FoGP	Include on general site interpretation/maps	£1,500
Signage and interpretation	Install 3 large new entrance signs at main entrances to park along Greaves Road and one small sign by 5th Scouts	medium	FoGP / Lancs City	Signage to be coordinated to create uniform and welcoming appearance to Park	£7,600

3.0 Action Plan

3.1.9 Wider Park SECTION 2 OF 2 (£73,550)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Signage and interpretation	Supply and installation of directional signage around park	low	Lancs City / FoGP	Fingerposts, plaques etc at key locations	£3,750
Signage and interpretation	Identifying signs for the trees within the arboretum (including new and existing trees)	low	Lancs City / FoGP	Standard hard wearing and durable signs either fixed to trunks or branches	£1,000
People	Involve local people and groups in bulb planting events throughout the autumn each year	low	FoGP	External grant funding to cover cost of bulbs that can be planted by the community?	£500 (some G.I.K. for bulbs)
Native/non native invasive species	Ensure areas of scrub do not encroach the site through regular mowing and weeding	low	Lancaster City Council	Ongoing process though current budget restraints means this isn't guaranteed.	G.I.K.
Wildlife	Plant a variety of bulbs which flower throughout the year providing nectar for bees	low	FoGP	Choose a range of species which flower at different times of the year for maximum benefit	See 'people' above
Other	Installation of 5 seats and 5 picnic tables	medium	Lancs City / FoGP	Costs are for new seats, picnic tables and installation. Could be done cheaper through G.I.K or bulk buying to reduce costs	£8,000
Other	Installation of signage to identify key/interesting trees	low	FoGP	Suitable signs to be securely installed to/around trees or adjacent to the trees (incorporating QR codes?)	£2,500
Other	Produce tree walk leaflet	low	FoGP	Paper copies and electronic leaflet to be available for users so they can explore the park by its unusual trees. Use QR codes where appropriate	£1,000 (design G.I.K)
Other	Create permanent orienteering trail/fitness trail through park with signs on existing features and new timber posts	low	FoGP	Work with orienteering clubs to design trail and erect suitable signage around site. Some of posts to incorporate measured distances too	£2,500 (cost of new posts and signs)
Other	Repair and reinstate boundary features	low	FoGP and Lancs City	Repair damaged boundary walls and restore entrance pillars around park. Some walling works could be undertaken as a training scheme	£ 5,000

3.0 Action Plan

3.1.10 General Actions for the Group SECTION 1 of 2 (£1,350)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Social media/ website	Creation of basic website to promote group and events	medium	FoGP	Can simply be one page with photos of events and dates of upcoming events	£500
Social media/ website	Set up Twitter account	high	FoGP	Very useful for sharing photos of events and promoting the group. Can also copy in funders and partners to spread the message	Free
Social media/ website	Keep Facebook page updated regularly and continue to post photos and dates of upcoming events	ongoing	FoGP	Group are already active with this but need to maintain regularly	Free
Events	Continue to host and promote community and activity days in the park	medium	FoGP	These can be as simple as inviting families and the community in bulb planting or tree planting events. Group to take register of attendance to strengthen future funding bids	£550 (inc insurance costs)
Events	Tidy up days	ongoing	FoGP	Group are already active with these events but continue to hold them and invite the community to get involved. Tweet and share photos from event on Facebook. Ask for register/ sign in sheet to be taken to strengthen future funding bids	No cost
Events	Social events such as ceilidhs	2016 onwards	FoGP	Group to resurrect social events to help raise funds for ongoing costs such as insurance	£100 room hire (?)

3.0 Action Plan

3.1.10 General Actions for the Group SECTION 2 of 2 (£1,350)

Theme	Action	Priority	Lead	Notes	Estimated Cost
Consultation	Continue to ask for feedback from the community about specific areas of the park inc. play area	2015	FoGP	Costs shown are for room hire. Consultation can be carried out at events. Lancaster City Council will cover the cost of printing	£200
Links	Create and strengthen links with partners and potential partners (Bowerham School, Lancs Wildlife Trust, Scouts, Lancaster Green Forum, University)	ongoing	FoGP	Invite specific groups to the events and/or create events specific to particular groups	No cost
Recruitment	Group to recruit new members through consultation and events on site	2015 ongoing	FoGP	Group to recruit for specific roles to strengthen the group such as someone to be responsible for social media and the website	No cost

3.0 Action Plan

3.2 Resources and Finance Required

3.2.1 Actions Requiring Grant Funding

1.	Beech Woods	£ 1,450
2.	Community Garden	£ 4,950
3.	Informal play	£ 2,200
4.	Victorian Path	£ 28,150
5.	Viewing Area	£ 20,150
6.	Middlewood	£ 4,500
7.	Formal Play	£ 91,700
8.	Wildlife Ponds	£ 20,000
9.	Wider Park	£ 73,550
10.	General actions	£ 1,350

Estimated total cost of all capital actions - £248,000

Items of work highlighted in the action plans which potentially require grant funding:

- ♣ Tree Survey
- ♣ Tree felling and tree works to make trees safe
- ♣ Training for FoGP in identifying damage and disease in trees
- ♣ Tree planting to create arboretum
- ♣ Cost of bulbs, wildflowers, shrubs and plants
- ♣ Interpretation and signage—design time, manufacture and installation costs as well as leaflet production costs
- ♣ Costs for preparing ground for wildflower seeding (weedkiller and rotovation done by contractor)
- ♣ Training and materials for spraying areas of weeds?
- ♣ Activity days throughout the park—a yearly programme of events and activities for all ages from seasonal play events, to litter picks and bulb planting
- ♣ Wood chip for surfacing paths (unless this is provided for free from the local authority)
- ♣ Training, tools and materials to rebuild walls and create steps in Victorian Garden. Possibility some of this could be done by volunteers
- ♣ Stone to dust paths—cost of materials and labour. Again, this could a training project but it still requires management
- ♣ Viewpoint—cost of creation of cut and fill, excavations, surfacing of path and viewing area and interpretation
- ♣ Hedging and screening at viewpoint and rear of cottages—materials and plants
- ♣ Seating, signage and picnic tables
- ♣ New play equipment for formal and informal play
- ♣ Orienteering and health walk trails

NB—Lancaster City Council officers are currently looking at an option to provide a training package for the community on trees (identifying issues and regular inspections) which could bring down the costs of tree works.

3.0 Action Plan

3.2.2 Potential Revenue Costs

Other items of work which might have a cost and/or legal implication which need taking into consideration are:

- ♣ Planning consent is likely to be required for the following works:
 - Tree felling (due to the park being within a Conservation Area and the trees being additionally protected by Tree Preservation Orders)
 - Works that materially affect the park such as works in the ‘Victorian Garden’ and general works to create hard surfaced footpaths
 - The Viewing Area is likely to require planning consent
 - Possibly erecting signage and notice boards (depending on the size of these and the location)
- ♣ Professional fees if tendering is required by grant funders for elements of the work. Tender documents including a schedule of work/Bill of Quantity, detailed drawings, layout plans, risk assessments and specifications may be required
- ♣ Costs of outside trainers and/or officer time has been included within the costs for events but the costs presume that the actual project will be overseen and managed by someone from the Friends of Greaves Park.
- ♣ Other costs that might need to be considered by the group are for printing costs, leaflets, questionnaires etc.
- ♣ Annual insurance

3.2.3 Potential Grant Funders

1. Landfill Tax General—Mainly Biffa Award / Veolia Trust / LEF. Please look at ENTRUST for more ideas.
2. Section 106 through Lancaster City Council
3. Lancashire Environmental Fund (LEF)—up to £30,000 for environmental projects.
4. Dirtworks (LEF)—up to £20,000 for projects at a total value of £25,000
5. BIG Lottery Fund—Multiple programmes of funding available which may apply. Awards for All currently the most eligible (see below).
6. Awards for All—up to £10,000 for community focussed projects
7. Possibly English Woodland Grant Scheme (though this is about to be re-launched in April 2015 so will need to see if this is suitable for the Park)
8. Shared Heritage/Our Heritage from Heritage Lottery Fund
9. Small grants from Lancashire County Council Member Grants of up to £500—Contact The Environment Directorate
10. Woodland Trust free tree packs
11. The Tree Council
12. Green Partnership Awards of up to £500
13. Locality—Multiple programmes of funding available which may apply.
14. Comic Relief
15. Garfield Weston Foundation
16. Community Action Fund—Lancashire Police and Crime Commissioner
17. Daiwa Foundation—Funds links to strengthen links with Japan (University Students)
18. NESTA
19. BBC Children in Need
20. Esmee Fairbairn Trust
21. Lancaster Green Open Spaces—£1000
22. The Conservation Volunteers
23. Wind Farm Community Benefit—up to £5,000 per year
24. Lancaster Community Fund—£500
25. Galbraith Trust—£1,500

3.0 Action Plan

3.2.4 Potential sources of Gift in Kind resources

1. Princes Trust—Labour
2. Community Pay Back—Labour
3. Army—Labour
4. Local school—Light touch planting
5. Scouts—Light touch labour and planting
6. Lancaster Green Forum—Labour (Tree Felling)
7. Lancaster University and the University of Cumbria —Labour
8. Materials from Lancaster City Council
9. Lancashire Wildlife Trust—Potential survey work and advice on tree surveys and grasslands (and sometimes labour)
10. Duke of Edinburgh Award Scheme at Ripley Academy
11. Nursing School
12. Lancaster and District Conservation Volunteers (part of TCV)



4.0 Appendices

4.1.1 Brief History

Greaves House was originally built as a private house in 1843 for Samuel Simpson Esq. later known as Rev. Simpson. The large stone property is a Grade II listed building in the Jacobean Revival style and forms a large suburban villa of considerable presence, character and appearance. It is surrounded on all sides by wooded parkland with open boundaries and used as public amenity space.

The park sits within the Greaves Conservation Area and the parkland is subject to a Tree Preservation Order (242).

The house was occupied by Rev. Simpson for a number of years before he moved his family to the Isle of Man. In 1861, Dr Edward Dennis De Vitre, a well regarded physician moved into Greaves House. Dr De Vitre was the visiting physician to the Moor Hospital, the county asylum. De Vitre was instrumental in setting up and running the Royal Albert Hospital.

On 2nd March 1874 Rev. Simpson sold his property to Richard Leeming. Leeming had a large family with four sons and five daughters

When Richard Leeming passed away in 1888, he left the property in the hands of Trustees (his brother and three of his sons). His will allowed the Trustees to sell Greaves House after the death of his widow Eliza on the condition that two or more unmarried daughters would be permitted to live there rent-free if they wished.

The City Council bought Greaves House and lands from the Trustees of Richard Leeming on 14 January 1938 after Mary Eliza died in January 1937 leaving her last sister Mary Frances who was no longer permitted to live in the house. It is not known how the house was used during the next 20 years, although there are rumours it was head office for a few companies and a post office. It has also been confirmed that the grounds were used during the Second World War (1939-1944) for food production.

In 1958, the house and approximately one third of the parkland was leased to the County Council and the following year the local paper announced that up to date facilities for children with learning difficulties were now to be provided at Greaves House.

The lease to the County ran out in 1993 and Whitbread PLC took on a 999 year lease for the house and 2.1 acres of land in 1996 and opened the Brewers Fayre pub, now confusingly called Greaves Park.



1.0 Current Situation

Parkfield House was built around 1840 by Edward Paley. We know in 1851, William Satterthwaite lived here with his family of 8 children.

By 1861, the property was occupied by John Stamp Burrell, a County Magistrate. In 1871, James Williamson Snr bought the property and surrounding land. He was followed by Charles Blade in 1891, and James Williamson Wearing in 1913. His brother, Richard Williamson Wearing lived here until 1938. The property was bought by Lancaster Corporation in 1951. Later, the cottages and stables were used by the City Council Parks Department and the house was rented by a firm of architects. It is now owned and operated as a offices and the cottages and two of outbuildings have been bought and converted into dwellings. The third remains unconverted and in a poor state of repair.

The Greaves was built after 1853 and housed Edward Graham Paley from 1861—1881, with his widow continuing to live there till 1891. According to records, Archibald William Malcolm was living here till 1937. In 1946 the City Council converted the building into 5 flats.

Other new buildings were built in and around the site during the 20th century, changing the nature of the parkland. Greaves Park Nursery was built in 1946 in the former walled garden (though this has now been demolished). Abbeyfield House (to the north of the site) was opened in 1989 and has now become Pointer House Student Accommodation.

Bowerham Primary School was built in 1899 with the extension being built in the 1970s after land adjacent to the school was bought by Lancashire County Council in 1969. A new extension to the school was built in 2014.

Two scout huts have also been built, the 53rd Lancaster Scout hut being built in 1979.

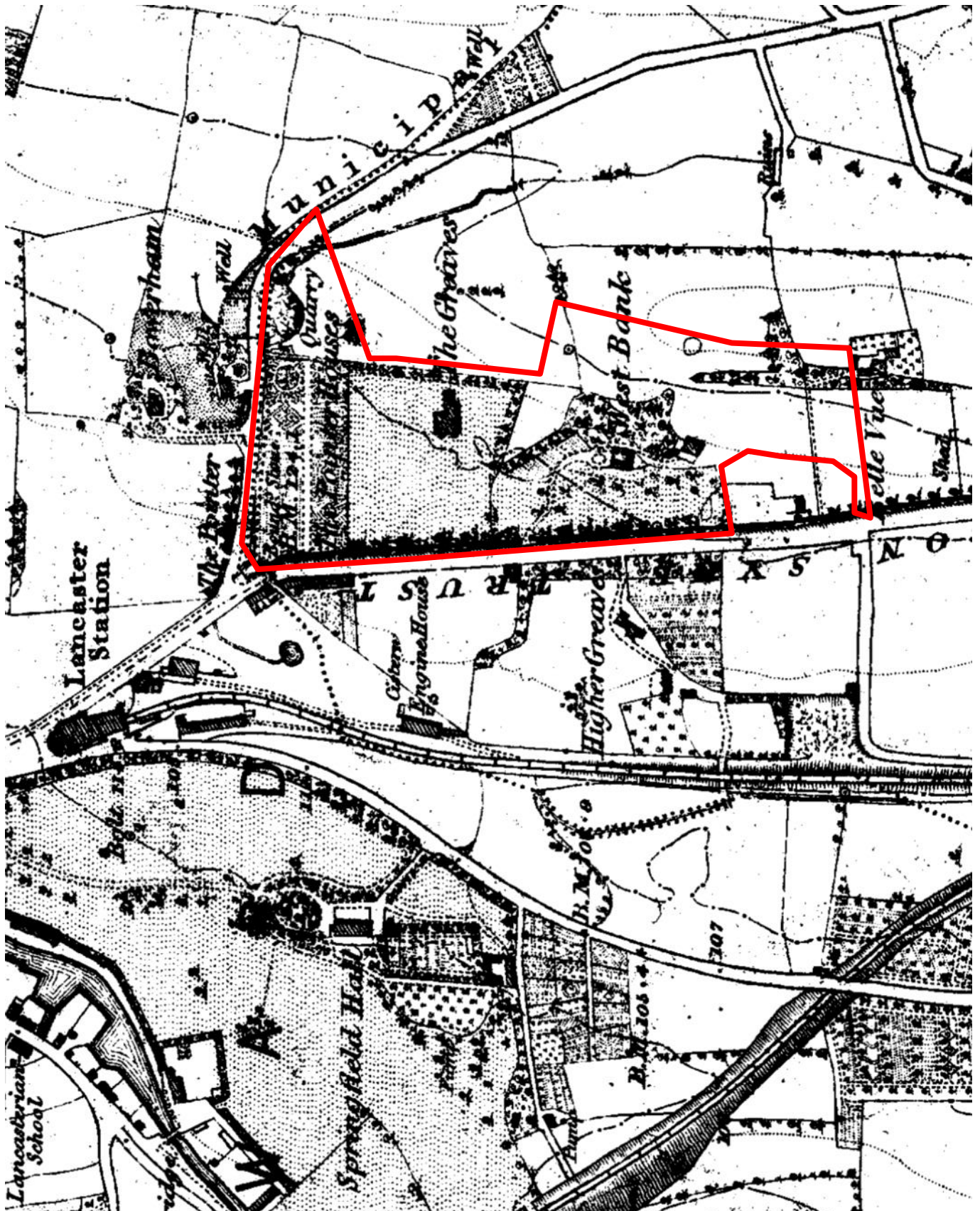
Thanks to Lancaster City Museum for their help in gathering historical material about the history and development of Greaves Park.



4.0 Appendices

4.1.2 Historic Map

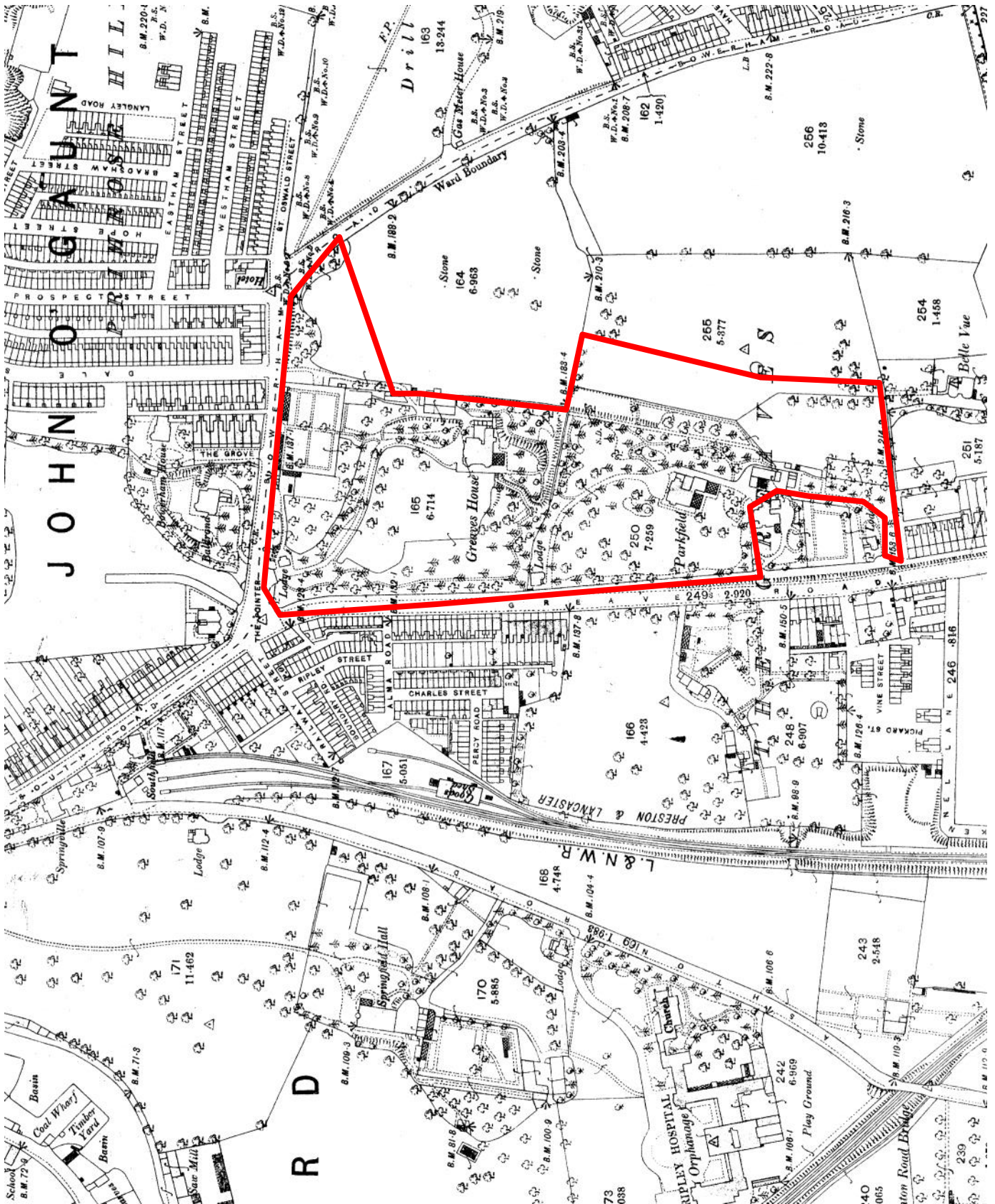
Below is an image taken from Lancashire County Council's Mario website of the park area
© Crown Copyright 1845. Thanks to ICT Services at Lancashire County Council for providing this image.



4.0 Appendices

4.1.2 Historic Map

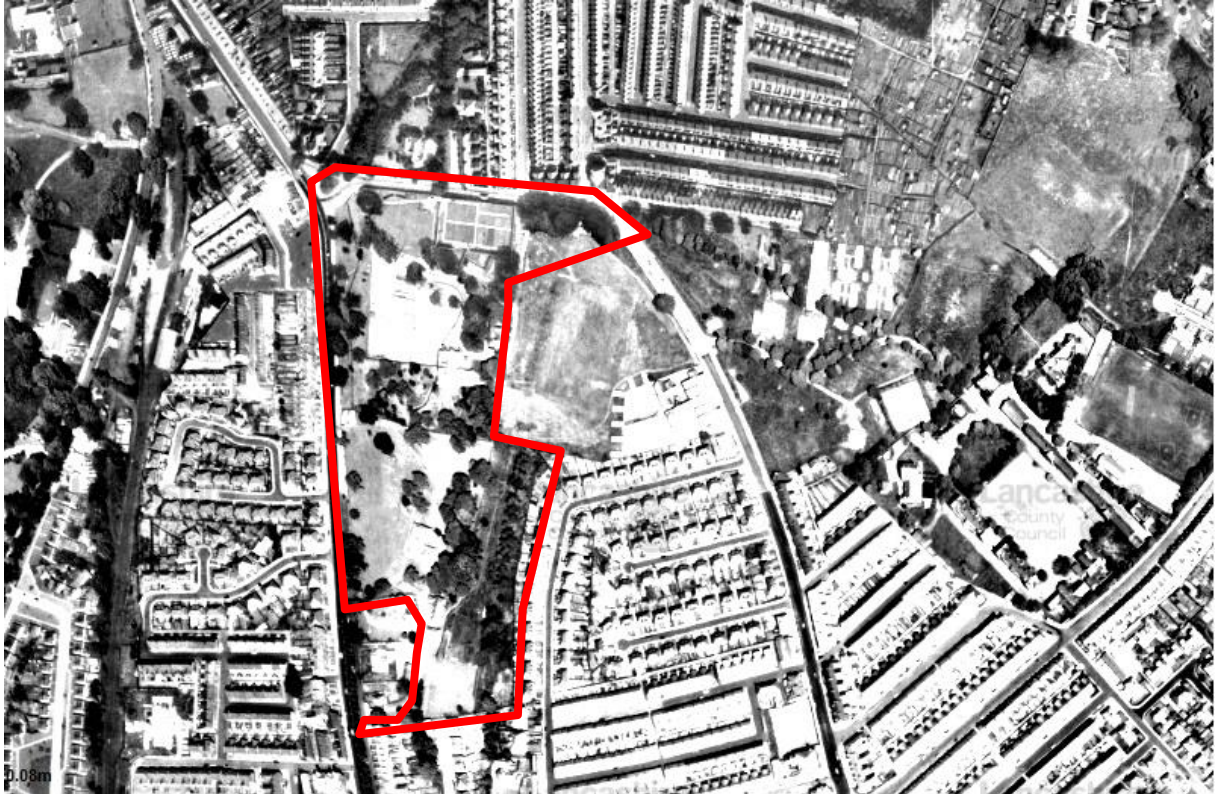
Below is an image taken from Lancashire County Council's Mario website of the park area
© Crown Copyright 1890. Thanks to ICT Services at Lancashire County Council for providing this image.



1.0 Current Situation

4.1.3 Aerial Photographs

The aerial images below show the changing face of Greaves Park:
The image below is taken from Lancashire County Council's Mario website of the park area c. 1960's.
© Crown Copyright. Thanks to ICT Services at Lancashire County Council for providing these images.



The

image below is taken from Lancashire County Council's Mario website of the park area as it is now.



4.0 Appendices

4.2 Evaluation Tools

4.2.1 Initial Baseline Data

The evaluation process will need to start by obtaining baseline data about the park. There are several reasons for this, including using as evidence for obtaining external funding; to better understand what the issues are within the park so the proposed activities can be shaped to address these; what the priorities are within the park and so the impact of projects can be assessed upon completion.

There are several methods that can be used to acquire this information:

Questionnaire

Consultation might include creating a basic questionnaire and asking volunteers to ask park users, visitors, local residents, businesses and the school for their thoughts about the park as it is now. The questions can be about specific areas and about the park generally. Some examples might be:

- ♣ How often do you use the park now?
- ♣ What would make you use the park more?
- ♣ Do you feel safe in the park?
- ♣ What do you like about the park?
- ♣ What do you dislike about the park?
- ♣ Friends of Greaves Park want to create a viewing area—do you agree?
- ♣ Friends of Greaves Park want to repair walls and undertake tree felling in what was the formal garden to the rear of Parkfield House to give an indication of its former glory. Do you agree? Please give comments.
- ♣ Friends of Greaves Park want to create ponds in the park for wildlife. What are your thoughts on this?

The questionnaire could also ask for people to give contact details if they want to get involved with the Friends of Greaves Park, specific activities or want to be kept updated on progress or events. Lancaster City Council will do the consultation and be supported by the group.

The aim of the initial surveying would be to determine the approximate number of park users at present, what people use the park for, when they use it and the 'good and bad bits' of the current park. From this, it will be easier to measure the success of subsequent projects within the park.

Observation / Case Studies

Data can also be obtained through observation such as taking photographs at the start of the project so you can see the physical transformation of the park as projects are completed. Visual 'before and after' photos really help to show park users and the wider community exactly what transformations have taken place and can encourage more people to get involved.

Upon completion of specific activities within the park, a case study can be a beneficial of quickly getting across the success of the work that has been carried out. This can also be used to get support for the next phase of work or the next project.

Targeted Interviews

It is appropriate to contact some specific users directly as they will be most affected by any works in the park. This would include the manager of The Greaves; the businesses at Parkfield House; the Head at Bowerham Primary School; Ripley Academy, Scout leaders at the 2 Scout Huts and residents who live within and at the edges of the park. Their experiences of living and working within the park will be invaluable in shaping the future of the park and their support a necessity to the success of the project.

4.0 Appendices

Press

The local papers and social media (Facebook and Twitter) can be a key way of widely disseminating information about the proposals or immediate task at hand and a way of getting more volunteers for specific events or activities.

4.2.2 Specific Feedback

It would also seem appropriate to suggest that more detailed feedback be sought for specific projects, before implementation and after. This could take the form suggested previously, but including a more detailed plan of what is proposed for a specific area.

For example, as already discussed, the residents closest to the proposed viewing area will need to be consulted specifically regarding the design, location and screening of the viewing area so a plan and sketches of the proposed area would be useful, along with questions relevant to this particular proposal. The feedback will be used to tweak the design and location of the site to ensure it will be appropriate and well designed to suit as many stakeholders as possible.

In most instances, there will be conflict between different users of how they want/think the park should be used and maintained. The key is to record all the differing opinions to ensure a balanced view has been taken and that the proposals have support from major stakeholders (such as Lancaster City Council and those most affected by the proposals).

4.2.3 Evaluation of a project

Upon completion of a specific element of the project, it is a good idea to evaluate the success of it. This can again be with questionnaires of users and interviews with key stakeholders; through observation and photos and through social media. The evaluation process will determine public opinion on the finished project, how the project was carried out, things that could have been done differently etc.

This feedback will be useful for the group moving onto the next project but will also prove to funders that the group value public opinion and use it to shape their work. It will also be beneficial evidence that improvements within the park have increased user numbers and improved visitor experience.

Questions that can be asked (depending on the type of project completed) could include:

- ♣ Now that the project is complete, do you use the park more often? Why/Why not?
- ♣ Do you feel safer in the park now?
- ♣ Do you think this area of the park is more well used now?
- ♣ Have the works improved this area of the park for wildlife?
- ♣ Do you think this project has improved the park generally for users?

Other methods of evaluation are those used to obtain the initial baseline data, such as observations, targeted interviews and gathering evidence from social media.

4.0 Appendices

4.3 Consultation Results



Consultation of what people want in Greaves Park December 2014

More play equipment in the park 29

Benches 28

Signage/Notice board for map of park and to promote events in the park 26

Map of park, showing all the paths and the different areas of the park 22

General bins, rather than just dog mess bin 30

Planting in the Wild Flower Meadow/Community Garden, including bee friendly plants/fruit trees 28

Accessible path up to hole in the wall/Bowerham School 27

View Point 24

Natural play areas 29

Opening up of the Old Victorian Path 23

Any other ideas:- many and varied!

40 people took part in the consultation, which was carried out by asking people in the park, by email to members and via our Facebook page.

4.0 Appendices

4.4 Conceptual Masterplan





Greaves Park Management Plan
2015



CABINET

**Older People's Cabinet Liaison Group
1st December 2015**

Report of Chief Officer (Governance)

PURPOSE OF REPORT			
To consider the establishment and terms of reference of an Older People's Cabinet Liaison Group			
Key Decision	<input type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>
		Referral from Cabinet Member	X
Date of notice of forthcoming key decision	Not applicable		
This report is public			

RECOMMENDATIONS OF COUNCILLOR PATTISON

- (1) **That Cabinet considers the establishment and terms of reference of an Older People's Cabinet Liaison Group as set out in the report.**

1.0 Introduction

- 1.1 The Cabinet Member with responsibility for Older People and the Voluntary Sector has been holding informal meetings with the Council's Champions to discuss the work and meetings which they attend throughout the district in support of their roles.
- 1.2 Councillor Pattison has asked that Cabinet consider formalising this, by establishing an Older People's Cabinet Liaison Group.

3.0 The Proposal

- 3.1 The Cabinet Member's proposal is for the Cabinet Liaison Group to be chaired by Councillor Pattison, and, in accordance with Cabinet Procedure Rule 2.9 of Part 4, Section 5 of the Council's Constitution, participants will be invited by the Chairman and could comprise any or all of the following:
- Other Members of the Cabinet
 - Other non-executive Members of the Council
 - Others from outside the Council
 - Council officers
- 3.2 The suggested terms of reference for the group are:

“To enable the Cabinet Member to liaise with representatives from Older People and Voluntary Sector organisations in the district and consider items affecting the Older People and Voluntary Sector portfolio areas.”

- 3.3 The purpose of a Cabinet Liaison Group is to inform executive decision making and policy effectiveness on a particular topic. Because the Council does not have any functions which relate specifically to older people, it is likely that if any executive decision were to be taken affecting older people, it would overlap with another Cabinet portfolio, for example housing. Accordingly, establishing a Cabinet Liaison Group as proposed might not effectively inform the decision making.
- 3.4 It should be noted also that the role of Champion for Older People was first established by Council in December 2011 to fill a ‘gap’ identified by the Overview and Scrutiny Older Peoples’ Task Group. At that time, none of the Cabinet Members had special responsibility for Older People. At the Council meeting on 26 May 2015, appointments were made for a four year term to the Council’s Champions roles. Councillor Whitehead was appointed as Champion for older People until 2018/19. When Cabinet portfolios were announced by the Leader of the Council following that meeting, Councillor Pattison’s Cabinet portfolio included special responsibility for Older People. Establishing an Older Peoples’ Cabinet Liaison Group may therefore be perceived as duplicating the role of the Champion or blurring the responsibilities of the non-executive Champion and the Cabinet Member.

4.0 Details of Consultation

- 4.1 There has been no consultation.

5.0 Options and Options Analysis (including risk assessment)

	Option 1: To establish a CLG with the terms of reference as proposed in this report	Option 2: To continue informal meetings.
Advantages	Will allow for comprehensive consideration of Older People’s issues. Will enable a room and a note taker for the meetings.	Saving of officer time and meeting room resources. The informal group could still meet to discuss Older People’s issues and indeed the role of all of the city council’s champions
Disadvantages	Would be limited to Older People’s issues and the Voluntary Sector (and other issues in Cllr Pattison’s portfolio).	Would be able to look at the wider issues of all the Champions.
Risks	None. Cabinet Liaison groups are not mandatory.	None. Members may meet informally as and when they wish and the Members Rooms are there to enable that.

6.0 Conclusion

6.1 There is no officer preferred option, as the decision is for Cabinet to make in accordance with the Constitution. However, officers would question whether the establishment of a Cabinet Liaison Group would be the best or most effective use of limited resources.

RELATIONSHIP TO POLICY FRAMEWORK

The establishment of Cabinet Liaison Groups should assist the Cabinet in the effective discharge of executive functions.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)

A Cabinet Liaison Group should provide focus, accessibility and inclusiveness in the Council's Executive decision-making processes.

LEGAL IMPLICATIONS

Cabinet Liaison Groups are established in accordance with the City Council's Constitution.

FINANCIAL IMPLICATIONS

Financial implications regarding the establishment of a Cabinet Liaison Group will involve the usual costs; that is officer time in administering and supporting the Group, room hire and refreshment costs for meetings and any travel costs for officers and members. These costs will be met from within existing budgets and resources.

OTHER RESOURCE IMPLICATIONS

Human Resources:

none

Information Services:

none

Property:

none

Open Spaces:

none

SECTION 151 OFFICER COMMENTS

The establishment of a Cabinet Liaison Group (CLG) would involve some resources including staff time, albeit fairly limited. Nonetheless, there appears some concern that the establishment of a CLG may not be the most effective means and therefore this raises the question of whether the use of such resources would represent value for money. This is at a time when the Council is reviewing all aspects of its business to secure savings. Cabinet is advised to

consider these points carefully in reaching a decision.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer would emphasise that the purpose of a Cabinet Liaison Group is to inform executive decision making and policy effectiveness on a particular topic.

The roles of Champions, in contrast, are non-executive, and ensure that the needs of particular community groups are given due regard in relation to the activities of the Council and its partners.

The roles are therefore different.

In accordance with Rule 2.9 of the Cabinet Procedure Rules, it is for Cabinet to approve the establishment of a Cabinet Liaison Group, and, in so doing, Cabinet should determine the terms of reference and expected outputs of the Liaison Group.

BACKGROUND PAPERS

none

Contact Officer: Liz Bateson
Telephone: 01524 582047
E-mail: ebateson@lancaster.gov.uk