

# **Cedar Lodge Park Management Plan** **(Site Specific Information)**

**Updated December 2024**

This plan is to be read in conjunction with the Green Flag Park Management Principles which can be found in appendix 1.

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## 1. Introduction

- 1.1. This Cedar Lodge Park management plan has been produced to guide the management of the park and to ensure its ongoing improvement. The management plan sets out the general principles that should be applied over the coming years and includes an action plan for specific developments and improvements in the short, medium and long terms.
- 1.2. The management plan is a 'live' document in that the development of the park is guided by the plan but not limited by it. Staff working in the park and the various key stakeholders have assisted in writing the document and have copies to refer to during the year.
- 1.3. This plan will influence the future management and maintenance regimes of Cedar Lodge Park, combining policy, legal requirements and the views and wishes of residents, employees, and stakeholders.
- 1.4. Cedar Lodge Park serves a wide range of functions for the local community who use the facilities. It is a vital gateway for access to the natural environment. The overall character of the park should be recognised and enhanced whilst maintaining and improving the individual components that make it unique. There are four broad aims for the management, in partnership, of Cedar Lodge Park identified in accordance with the Green Space Strategy and other key city plans:
  - Retain and enhance the distinctive quality of the park
  - Provide a park that meets and continues to meet user need, both locally and strategically through the objectives of the City Council
  - Interpret and promote the park to ensure the benefits it offers are maximised
  - Ensure the park is accessible to all elements of the community.
- 1.5. The following key objectives have been derived from the Green Space Strategy, the draft City Services business plans and customer feedback. The objectives provide a focus for the management of the park. Specific actions to address these objectives are:
  - Increase community involvement in the management and maintenance of the park, by the Senior Ranger working on restarting a Friends of Cedar Lodge Park Group
  - To maintain and improve the unique character of Cedar Lodge Park and enhance and interpret the varied biodiversity.
  - To increase customer satisfaction in Cedar Lodge Park. To provide and promote key events in the park, raising environmental awareness and increasing community involvement.

## 2. Description of the Park

2.1. Cedar Lodge Park is a 1.09ha park in the Shirley area of Southampton. It is an open space that serves the Shirley and Regents Park areas of the city. It is situated between Oakley Road and Clifton Road.

2.2. Cedar Lodge Park has 2 entrances, 1 in Oakley Road and 1 in Clifton Road.

2.3. The recreation part of the park contains benches and picnic benches as well as paths throughout the park, these can be used for dog walking and/or exercise.

2.4. Facilities in Cedar Lodge Park include:

- Play area
- Large areas of grass for play
- Picnic bench area
- Paths for exercise





### 3. Nature, Conservation and Biodiversity in the Park

- 3.1. It is important that the unique characteristics of Cedar Lodge Park are maintained, and that the local history is preserved where possible for the many users of the park to enjoy. The park has a rich and varied wildlife interest that should be conserved.
- 3.2. Cedar Lodge Park is also an important area for those interested in southern Hampshire's history and heritage.
- 3.3. Cedar Lodge Park comprises an area of amenity grassland which is currently mown short to facilitate it to be used for activities and exercise by the members of public that visit the park. There are numerous mature trees in the park including Cedar, Maple, and Oak.



- 3.4. In conjunction with the Senior Ranger sites around the edge of the park are being left longer as a trial to try and establish these as wildflower areas.
- 3.5. Grassland management, in the past year grass areas around the edges of the park have again been left to develop into rough grass. This was primarily done to see what species might naturally appear over the

season it was left. A survey will be carried out in 2025, but some species that have already been observed include plantain, knapweed and sorrel the grass was cut and collected at the end of the autumn. The same areas around the park will again be left in 2025 to try to encourage some new species to appear. The northern edge of the park adjacent to Oakley Road will be treated differently in 2025. At the start of spring the turf will be removed and the ground scarified, wildflower seeds will then be spread, if funding can be found to source the wildflower seed.

- 3.6. The trees in the park were surveyed in 2024 by the tree team. The trees will also be subject to a bat scoping habitat in 2025. The survey will be carried out by the ranger team with the hopes of providing suitable data for the potential of resident bats in the park. It is hoped that a bat walk can be arranged in the summer of 2025 which will be open to local residents to attend.

#### **4. History/Heritage of the Park**

- 4.1 The road that Cedar Lodge Park now stands in was traditionally called Mousehole Lane. The name was changed in 1909 to honour the mayor Richard Garrett Oakley, the road has been known as Oakley Road since. Oakley came from a long-established local family who had prospered as farmers and nursery men. In the late 19<sup>th</sup> century Richard Oakley's father branched out into brick making, his business was in the Kingsland area of the city. Richard Oakley made his money as a fruit merchant and shipping contractor He became a councillor for the Bevois Ward in 1908 and was elected mayor the following year.

The area now known as Cedar Lodge Park was opened in 1967, it has an array of mature trees and provides an attractive open space for local residents. It is understood that the park stands on an area of the grounds of what was Clifton House. (Pictured below)



Clifton House was built in the mid 19<sup>th</sup> Century and was a residential property until 1907 when it was acquired for use as St Georges School. The building was used as a school until 1913.

During World War 1, Clifton House was used as a St Johns Ambulance Hospital. The building was demolished in the 1930's to make way for the building of the new Thorner's Almshouses.

## **5. Community Involvement in the Park**

- 5.1. The Friends of Cedar Lodge Park were originally a constituted group that were involved in Cedar Lodge Park working closely with SCC. Unfortunately, the group is no longer officially operating. The Senior Ranger for the area has contact with an original member but at the moment there seems little interest from local residents in reforming the friends group.
- 5.2. There are a range of community members that enjoy Cedar Lodge Park including families, dog walkers and local residents as a place to exercise, meet others and relax. The Park is a well used asset in the local area.
- 5.3. The Senior Ranger is in contact with a group who call themselves the "Friends of Cedar Lodge Park" but they are not interested in becoming a formal group. This group is primarily made up of local dog walkers who frequent the park on a regular basis. They report issues such as graffiti, dog fouling and dog aggression to the Senior Ranger who is their contact. The Senior Ranger is currently liaising with the group regarding the wilder areas and informing them of the positives of the wildflower areas. The group are also in contact with a local councillor who they have been liaising with regarding funding to improve areas of the park such as play equipment and signage.
- 5.4. Many local residents have fed back positively to the changes they have seen happen in the park over the last few years and are keen to see future improvements.
- 5.5. The Senior Ranger is also looking at holding engagement events in the park to try and develop more interest in the park and forming a friends group.

## **6. Staff Resources and Involvement in the Park**

- 6.1. The management and maintenance of Cedar Lodge Park is the responsibility of the Parks and Street Cleansing team, which is part of City Services, under Resident Services. The service also includes Waste, Transport and Commercial and Service Development. The Parks

and Street Cleansing team combines street cleansing and parks and open spaces.

6.2. Managers within the section undertake management by walking about which includes visits to Cedar Lodge Park. The Team Leader is the main link between staff on the ground and operations management. The action plan in section 10 will be reviewed on a regular basis (generally quarterly) by the park management team to ensure progress.

6.3. The day to day management and maintenance of Cedar Lodge Park is undertaken principally by the West District Team within the City Services section. Richard Smith-Waite is the Team Leader responsible for the park and the team working within it. Supporting Richard is Brian Kneller – Operations Manager, Dave Tyrie – Head of City Services, Nick Yeats – Service Manager – Commercial and Service Development, who assists with policy and strategic development of the park. Currently there are seven permanent full-time staff within the West District Team who can be involved in the maintenance of the park at any one time. There is also a Working Supervisor supporting Richard. Generally, two members of the team will carry out maintenance within the park on a daily basis carrying out tasks such as litter picking, bin emptying and reporting any issues that they cannot resolve to the Working Supervisor or Team Leader.

6.4. A Senior Ranger started in the west district in January 2023, the Senior Ranger is supported by a Ranger, their roles include forming, speaking to and supporting Friends groups and developing ecology areas as well as volunteer tasks within parks and open space in the West District. The Senior Ranger has had input into the areas of grass in the park that are to be left to grow longer to introduce natural plants into the site, these areas will also be managed as wildlife areas.

## **7. Events**

7.1. It is intended to arrange a bat walk in 2025 which will be advertised locally and will be open to local residents to attend.

7.2. Volunteer activity days due to be arranged and advertised locally.

7.3. Community engagement through the ranger team to investigate local residents' thoughts, ideas and feelings regarding Cedar Lodge Park

## **8. Marketing**

8.1. Cedar Lodge Park can be found on the Council website, with basic information being given about what facilities there are there.

8.2. Any events arranged for Cedar Lodge Park will be advertised in the park and around the local area.

## **9. List of Key Stakeholders in the Park**

Local Councillors

Southampton Commons and Parks Protection Society

Hampshire and Isle of Wight Wildlife Trust

The Police

Southampton City Services Team

Volunteers



## 10. Actions and Recommendations

10.1. Action plan for short term (immediate to 3 years), medium term (3 to 5 years) and long term (5 years plus) actions.

10.1.1. This action plan is a dynamic working document that is reviewed and updated regularly. Some proposed actions are inspirational and will depend upon sourcing adequate funding, in collaboration with users and staff. Although the plan has been ordered according to Green Flag criteria, several of the actions fall under more than one heading. The actions below are over and above the core maintenance tasks undertaken by the West District Team

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
<i>Welcoming Place</i>					
Install new signage at entrances	Matthew Lovell	SCC	£350 SCC	End 2025	
Update signage at play area	Matthew Lovell	SCC	£350	End 2025	
<i>Healthy, safe and secure</i>					
Fit black weldmesh to railings to stop dogs getting through large gaps in the railings	Matthew Lovell	SCC	£965.00	Summer 2024	Complete
The basket swing in the play area is to be replaced	Matthew Lovell	SCC	N/A	Summer 2025	
Damaged surfacing in the Play area is due to be repaired	Matthew Lovell	SCC	N/A	End 2025	Repairs to be carried out during the warmer drier weather

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
<i>Clean and well maintained</i>					
Use earthquake machine in the park to loosen and aerate the soil	Matthew Lovell	SCC	£1700	End 2023	Completed November 2023
<i>Environmental Management</i>					
Introduce electric vehicles in fleet	Alf Mata	SCC Officers	Unknown	Ongoing	Fleet services are continuing to look at introducing electric vehicles into the fleet
Trial electric hand held tools	Brian Kneller	West District Team	Unknown	Ongoing	Discussing with suppliers regarding machinery available and cost
<i>Conservation and heritage</i>					
Develop Wildflower areas	Senior Ranger	SCC	Officer time	End 2025	Ongoing
Undertake targeted species surveys to establish ecological baseline	Samantha Munslow / Senior Ranger	SCC	Officer time	End 2025	Ranger to undertake species survey and update results
<i>Marketing</i>					
Ensure the council website is kept up to date with Cedar Lodge Park information and event updates	Web Editor	Cliff Brown	Officer time	Ongoing	Includes making use of what is on pages
<i>Community involvement</i>					
Hold a bat walk in the park	Samantha Munslow / Senior Ranger	SCC	Officer time	End 2025	Event to be advertised and public to be invited to this event

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
Volunteer Activity Days	Ranger Team	SCC	Officer time	End 2025	
Community Engagement	Ranger Team	SCC	Officer time	End 2025	
<b><i>Management</i></b>					
Team Brief and Consultation on Management Plan	Brian Kneller	District Team	Officer time	Ongoing	Team need to be aware of changes updates to the management plan. Teams are briefed on management plans via team briefs. Copies of plans are kept in depots

# **Green Flag Management Principles**

Produced by the City Services, Parks and Street Cleansing Team of  
Southampton City Council

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January 2024





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## **Green Flag Management Principles**

This document provides the overarching principles and corporate approach to green flag management in Southampton. It provides a basis of knowledge to enable Managers to understand Council and Citywide protocols and policies.

### **Introduction**

The parks and green spaces in Southampton are managed and maintained by the Parks and Street Cleansing department. This is part of the City Services Division which also includes Waste Services, Fleet Transport, Safety Hub and Commercial & Service Development.

Southampton City Council is currently in the process of increasing the number of Green Flag Award winning parks it manages in the City. The City has a history of winning Green Flag Awards with spaces such as Central Parks and Mayfield Park regularly being awarded Green Flag Status since the early 2000's.

2022 saw existing award winning parks being accepted onto the Green Flag Award's Group Award Scheme. This scheme aligns with our corporate goal to manage all of the 52 parks in Southampton following the Green Flag ethos.

In order to do this each park has a management plan. Many of the parks are unique with their own character and specific management requirements, however, there are elements which read across all of the service.

This document therefore sets out those read across principles, policies and procedures and should be read in conjunction with the specific parks management plans which will contain information pertinent to that site.

Site specific management plans can be found here: [Park management plans \(southampton.gov.uk\)](https://www.southampton.gov.uk/park-management-plans)

### **Service Facts**

Our green spaces are free and open to everyone, all year round. We maintain 52 parks, 148 other green spaces and 75 eco areas for managed wildlife covering 95 hectares. Generally, you are able to walk where you like but there are some areas which may be off limits. These areas include shrub/herbaceous beds and bedding areas or where we are trying to get new shrubs or trees established. There may also be areas sensitive for nature conservation. It will be made clear on site where any excluded areas are.

We encourage and support voluntary park friends groups that are keen to be involved in the maintenance and development of their local park. All groups play an important role in managing and developing the parks, including getting funding to improve park facilities. Most groups start with like-minded people who want to get more involved in improving their local environment

## Overall Management Drivers

### Corporate Goals

How parks and open spaces management fits with the Council Priorities taken from the [Southampton City Council Corporate Plan \(2022-2030\)](#).



STRONG  
FOUNDATIONS  
FOR LIFE

Providing safe places for people to improve their health and wellbeing. Being mindful of the full range of users offering opportunities for all age groups to be active in the open air. Being an employer of choice for those wanting to get into land based industries.



A PROUD AND  
RESILIENT CITY

Providing spaces for improved cultural offer across the city, encouraging community use and involvement. Maintaining safe, child friendly spaces delivering green initiatives across the city, providing mitigation for climate change.

Specific target under this priority are:

- Ensure our parks and open spaces remain accessible and increase the number of Green Flags in the city from six parks to ten
- Improve the condition of children's play areas within neighbourhoods and work towards introducing more play equipment within neighbourhoods that do not have any



A PROSPEROUS  
CITY

Providing green spaces that become destinations for visitors to the city. High quality parks and open spaces have a significant impact on the economic life of urban centres, attracting investment and enhancing land and property prices through increased demand for being close to green space.



A SUCCESSFUL,  
SUSTAINABLE  
ORGANISATION

Maintain our customer focus and develop friends of groups to help shape future management and maintenance of the green spaces. Working with our customers to provide improved ways of working. Design low maintenance, carbon neutral schemes that reduce reliance on water and increase potential for SUDs and climate change mitigation.

### **Corporate Policy**

Key Council Policy and Strategy can be found here - [Key strategies, plans and policies \(southampton.gov.uk\)](https://www.southampton.gov.uk/policies)

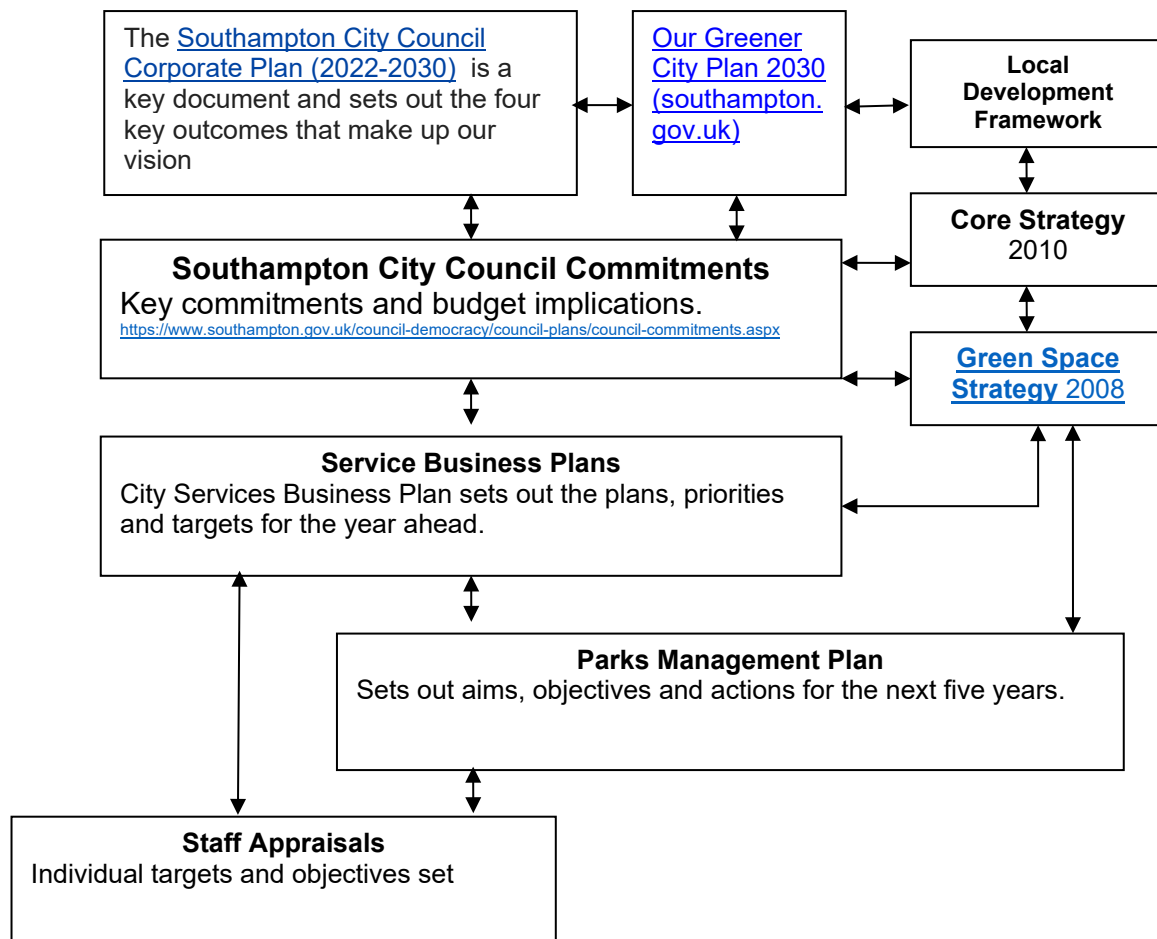
Southampton City Council's corporate health and safety policy can be found here - [Health and Safety Policy \(southampton.gov.uk\)](https://www.southampton.gov.uk/health-and-safety-policy)

Southampton's Green City Charter can be found here [The Green City Charter \(southampton.gov.uk\)](https://www.southampton.gov.uk/the-green-city-charter) this is delivered through the Green City Plan [Green City Plan 2030 \(southampton.gov.uk\)](https://www.southampton.gov.uk/green-city-plan-2030)



The following flow diagram shows the golden thread of plans and strategies for Southampton City Council and shows how parks management plans fit into this. Southampton's Green Space Strategy was approved in October 2008 and the full document can be found here:

<http://www.southampton.gov.uk/people-places/parks-open-spaces/parks/park-management/green-space-strategy.aspx>.



*The 'golden thread' of performance management*

## Service Policies

The Southampton City Council City Services Division also has a number of specific policies which govern its operations with regards to parks management. The following list provides the key policy and strategy relevant to the service. Where these are published a link has been provided, otherwise the document can be viewed on request.

Policy	Brief Description	Link
Pesticides	A commitment to the reduction in use of pesticides across Council services. Including designing out the need to weed spray.	In development
Play Policy 15 <sup>th</sup> December 2003	Outlines how play is to be provided across the city providing statements on quality and quantity	Available on request
Management of Open Water Sites 28 <sup>th</sup> June 2022	Statement on how the Council will maintain appropriate levels of safety relating to open water use including monitoring and the provision of life preservation equipment	<a href="#">Management of Open Water Sites</a>
Parks Concession Licences	Guidance to prospective vendors on sites, availability and tender process.	<a href="#">Concession licences</a>
Green Space Guide For Southampton's Parks and Green Spaces Green Spaces/Respected Places	Code of conduct for users of parks and green spaces across the city.	<a href="#">A-Z of Parks</a>
Enforcement Policy	Outlines the principles of enforcement that the council will follow and apply	<a href="#">Enforcement Policy</a>
Southampton Tree Operational Risk Management System	Sets out how the Council surveys its tree stock based on a hazard rating for each tree, giving survey frequencies.	<a href="#">STORMS</a>
Managing the Local Environment Policy	Waste management strategy including street cleansing and dog fouling	Available on request
Green Space Strategy 2008	Outlining how the Council will continue to provide good quality parks and open spaces into the future. 5 yearly Quality Audits	<a href="#">Green Space Strategy (southampton.gov.uk)</a>
City Service – Open Spaces Service commitments	Provides operational quality standards for maintaining open space across the city.	Available on request
Infrastructure provision strategy	Outlines approach to a single brand across all Council owned parks and open spaces, including design principles for benches, bins, picnic benches, fencing, paths and signage	In development – individual design documents available on request.

Policy	Brief Description	Link
Green Grid – Natural Infrastructure Plan	Provides city wide approach to joining up green spaces with sustainable, active and green routes. Outlining future opportunities for habitat generation, tree planting and sustainable travel routes.	In development – expected by 2025 – Currently out to consultation <a href="https://www.southampton.gov.uk/draft-green-infrastructure-strategy">Draft Green Infrastructure Strategy (southampton.gov.uk)</a>
Dog Code	Gives advice and guidance on responsible use of parks and green spaces by dog owners and dog walkers.	<a href="https://www.southampton.gov.uk/dog-code">Dog code (southampton.gov.uk)</a>
Tree Species Selection Guide for Architects and Designers	Provides guidance on principles of species make up for tree planting schemes, with advice on percentages of native, evergreen and ornamental species to be used	Available on request
Biodiversity strategy	A strategy to enable the improvement of biodiversity across the city by understanding better what is already there and then updating the Biodiversity Action Plan to reflect appropriate actions to deliver increased biodiversity.	Currently out to consultation - <a href="https://www.southampton.gov.uk/draft-biodiversity-strategy">Draft Biodiversity Strategy (southampton.gov.uk)</a>

## Overall Legislative context

Primary Legislation that impacts on the management of Southampton's parks and open spaces include but are not limited to the following:

- Environment Act 2021
- Hampshire Act 1983
- Health And Safety at Work etc Act 1974
- Localism Act 2011
- Local Government Act 2006
- Countryside and Rights of Way Act 2000
- The Conservation of Habitats and Species Regulations 2017
- Public Health Acts Amendment Act 1907
- Local Government (Miscellaneous Provisions) Act 1982
- The Commons Act 2006
- The Anti-social Behaviour, Crime and Policing Act 2014
- Environment Protection Act 1990
- Pleasure ground Byelaws

## **Business Planning**

Annual business plans are developed focussing on key priorities for the year ahead and identify any areas of savings, investment or income potential. Part of the business planning is to understand what we have and how it requires managing and Operations Managers are encouraged to draw up management plans for the different green spaces they maintain.

## **Finance**

Budgets are set by the full Council in February of the previous financial year and become available on 1<sup>st</sup> April. Financial year runs from 1<sup>st</sup> April to 31<sup>st</sup> March. Budget accounts are closed down each year and started afresh with a new budget in April.

Overall the budget for maintaining parks and green spaces across the city is approximately £900,000, with circa maintenance 30,000 plots this gives a budget of £30 per plot.

There is a Capital Programme for parks and play areas, with 22 projects underway, which does roll over and currently stands at around £1 million.

Parks concessions and other income (including leases of land, horse grazing, moorings, roundabout advertising etc.) is used to provide a basic budget for parks repairs. This budget covers ongoing repairs to parks infrastructure such as benches, bins, fences, paths etc. The income achieved is circa £180,000 per year with expenditure around £50,000 higher than this leaving a gap which was being taken from commuted sums. The commuted sums have now depleted and we are currently looking at other sources of funding to bridge this gap. In the meantime we have had to put in place a policy whereby only the highest priority health and safety works can be undertaken. All other repairs are assessed and either the infrastructure is removed or taken out of public usage.

There are 10 mobile ice cream van plots, 3 café's and 3 kiosks available for the sale of light refreshments across the city's parks. More information on these can be found here [Refreshment concessions \(southampton.gov.uk\)](https://www.southampton.gov.uk/refreshment-concessions). One of the ice cream van plots and one of the kiosks are situated in Mayflower Park and these are let as leases rather than concession licences, they therefore run for a different period of time and are managed by the Council's Estate Surveyors & Valuers department. Otherwise all concession licences run for a period of 7 years with a break at 5 years. They have recently been tendered and are currently due to end in 2027.



## **Service Structure**

The city's parks fall under the management of City Services which is made up of a number of departments including Waste Services, Fleet Transport, Parks & Street Cleansing and Commercial & Service Development.

### Parks and Street Cleansing Team

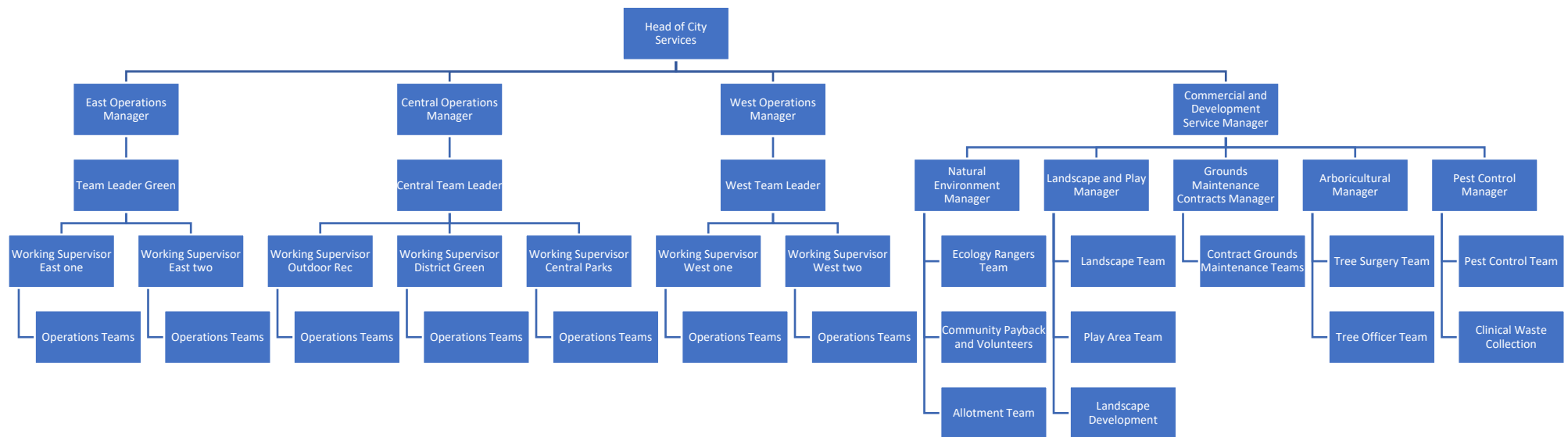
The Parks and Street Cleansing Teams are integrated and provide maintenance to all of the city's green spaces and public realm. The Parks Teams work to a set of service standards which are explained further down this document. The Parks Teams generally work Monday to Friday undertaking grounds maintenance operations. There are 83 staff supplying these services.

Southampton City Council provides a full 7 day week street cleansing service that includes routine and reactive street sweeping, litter picking, the removal of graffiti, dog fouling and fly-tipping, street litter bin provision, upkeep and emptying. The Council delivers services that benefit a range of stakeholders including Highways, Housing Management, Car Parking Operations, City Centre Management and Events. The Council currently employs circa 76 staff providing these services to standards published to customers through our website [Street cleaning \(southampton.gov.uk\)](https://www.southampton.gov.uk/street-cleaning). The street cleansing service has consistently demonstrated top quartile results for composite national indicators relating to litter, graffiti and fly-posting over the past ten years. The service currently responds to over 600 cases of graffiti and over 3000 cases of fly-tipping each year.

### Commercial and Service Development

The Commercial and Service Development Teams cover a range of services including Natural Environment/ecology, Landscaping, Play area inspection & maintenance, Landscape Design/development, Tree surveying & surgery, Commercial grounds maintenance, Pest Control & specialist cleansing, Parks Concessions and allotments. This team also develops policy, strategy and procedures for the protection, provision and management of the City's green spaces. There are 75 staff altogether providing the services above. Many of the Teams are self-funded through cost recovery and private contract works. The Landscaping Team also raise income to support the budgets within the Parks and Street Cleansing Team.

Organogram of Parks and Commercial/Development Services (Street Cleansing have been excluded to keep the diagram simple), the full team has around 158 staff with circa 83 in Parks and 75 within the Commercial and Development Team.



## Health and Safety

The Council has a corporate Health and Safety team who ensure corporate policy and safe working practices are up to date and regularly reviewed for the whole organisation. Within the City Services Division there is a Safety Hub which provides the expertise for the specific range of operational works undertaken by those teams.

### Risk Assessments

Risk assessments are written by the Safety Hub with the help of the operations staff (end users), the management team and the trade union representatives. Once the Risk Assessment has been written the district Managers, Schools Teams and Landscape are sent the RA's to review. Once reviewed edited and agreed they are signed off by all managers.

Risk Assessments are reviewed by the Safety Hub and Managers on a yearly basis, or when there has been an accident/incident or when there are new machines, substances, materials or procedures, which could lead to new hazards.

The Risk Assessments are printed off in colour by the Safety Hub and given to all District/Team managers to circulate to their operatives. The Risk Assessments can also be accessed by City Services personnel online.

### Inspection Regimes

Parks Teams have a range of vehicles, equipment, plant and infrastructure items that require regular inspection. The following table summarises the current inspection regimes:

Item	How Often	Who By	Where/How Data Stored
Play	Daily	Litter Pickers	Defects only – paper record
Play	6 weekly	Play supervisor	Play Database
Play	Annually	Independent Play Inspector	Play Database
Benches , bins etc.	Up to 7 times per week when bins are emptied	Bin Operatives	Defects only - Paper records
Paths	Adhoc	Operatives on site	Defects only – paper record
Fences/walls	Adhoc	Operatives on site	Defects only – paper record
Open Water – life preservers	Site Specific	Operatives on site	Paper Record in form of a log
Concession Licences – food hygiene	Annually	Contracts Manager	Electronically
Trees	2 to 5 years dependant on hazard rating	Tree Officers	Asset Management System
Buildings	Annually	Property Services	Asset Management System

Item	How Often	Who By	Where/How Data Stored
Vehicles	Daily	Drivers	Defects only – paper record
Vehicles	6 monthly H&S checks – annual service/MOT	Transport Team	Asset Management System
Machinery/equipment	Daily	Operator	Defects only – paper record
Ride on Mowers	Daily	Operator	Defects only – paper record
Ride On Mowers	Annually	Transport Team	Asset Management System
Plant	Daily as used	Operator	Defects only – paper record
Plant	Annually	Transport Team	Asset management System

The East and West Parks and Street Cleansing Teams have employed two members of their team, each of which work a shift pattern that covers weekends, who are tasked with carrying out inspections of their parks and green spaces identifying any defects or health and safety issues. They also react to any reported defects/incidents. They are then empowered to carry out minor repairs as necessary to prevent ongoing dilapidation and reduce risk under H&S (this is to prevent “broken window” syndrome from occurring). Where they find defects that are too big for them to deal with on their own they are able to join up with the Landscaping Team who also have two members of staff who work the same hours and undertake any larger repairs. For substantial jobs all 6 of the workers can join together to undertake the works. In this way the ambition is to reduce the amount of dilapidations and ensure our parks and green spaces are safe and well maintained.

In addition to the repair operatives there is also an out of hours Duty Supervisor who are able to attend site during non-work hours. They will, wherever possible, repair and broken equipment/infrastructure they find, but if not able to then they will ensure any broken or dangerous equipment is disabled and taken out of public access.

#### Equipment Checks

All equipment that falls under hand arm vibration regulations is checked at point of purchase and then again annually by the Safety Hub. Records are kept electronically and used to assess the requirements for health monitoring.

Machinery which poses high levels of vibration to the user are replaced, unless the machine is particularly specialist (e.g. agri-baler Allen-scythe, scarifier), trigger times for all machinery are strictly adhered to.

All equipment that falls under noise regulations is checked at point of purchase and then again annually by the Safety Hub. Records are kept electronically and used to assess the requirements for health monitoring. Machinery which poses high levels of noise to the user are replaced, unless the machine is particularly specialist when appropriate noise reducing ear defenders are used as part of



the personal protective clothing, usage times for all machinery are strictly adhered to.

### Buildings Inspections

It is the responsibility of the Asset Management service area to ensure robust delivery, monitoring and management of the council's statutory building compliance. The council carry out all statutory compliance to all buildings including parks and open spaces which will include gas, electric & water, in the most basic form each building will have its own list of compliance items Which is kept on the councils data bases, TF technology Forge.

The council's asbestos management system (database) provides up-to-date information on asbestos containing materials within council owned/occupied buildings. It also forms the basis of the council's asbestos management plan. The Council's Asbestos Team undertake routine inspections on asbestos risks and reviews of management plans at suitable intervals.

### Southampton Tree Operations Risk Management System (STORMS) policy

The City's trees are primarily managed through the STORMS policy, a proactive inspection and management regime designed to meet the Duty of Care in relation to trees.

Southampton City Council (SCC) has fulfilled its duty of care by adopting STORMS as its management system. STORMS is a comprehensive and detailed system of proactive tree management which requires trained staff to implement. In its current form STORMS fully complies with current best practice as advocated by the National Tree Safety Group (NTSG). Whilst records provide the basis for safety management reviews and proof of reasonable tree care the NTSG state it is not necessary to record every tree inspected; however records of trees presenting a serious risk and requiring treatment are useful, as is a record of how they have been treated. Additionally, having robust, reliable and accurate records are important when dealing with insurance claims as they can support the local authority's defence.

Zoning should be used to define areas of land according to levels of use.

This practice prioritises the most used areas, and in doing so contributes to a cost-effective approach. The NTSG considers that using a minimum of two zones, high and low use, may be sufficient. Trees in areas of high public use require an inspection regime. It is reasonable to inspect trees within falling distance of other well-used areas, such as car parks, public gardens or public open spaces. Trees with structural faults, valued for their amenity or habitat that are retained in frequently-used areas may require specific assessment and management. Trees in well-used natural woodland or woodland surrounding housing or a public park may only warrant an informal ('walk-by') assessment to identify trees warranting closer inspection.

Trees in infrequently-used areas, where the risk is low, should receive no formal inspections or visual check. However, owners may need to respond to any reported problems.

SCC uses two key inspection types: ad hoc and routine.

Ad hoc inspections are in response to reports of concerns from residents or colleagues, or tree issues seem in passing by inspectors. This type of reactive

inspection can be carried out at any time on any tree regardless of any other inspection regime that tree is under.

Routine inspections are carried out at planned intervals unless exceptional circumstances apply – e.g. storm weather events which draw resources away temporarily.

An additional category is post-storm event inspections. This will be a visual drive-by inspection of the key arterial routes with a driver and inspector to check for any obvious evidence of any trees or branches that may have become dislodged in high wind or storm events. Amber or red storm events will be the trigger for such routes. All STORMS inspections are currently carried out by qualified and competent tree officers using handheld tablet PC's to record the inspection data. Currently Tree Team officers have a minimum NVQ 2 level qualification in arboriculture and/or the Lantra Professional Tree Inspection qualification. Independent of STORMS the tree officers are expected to carry out site visits in response to public enquiries & complaints.

#### Play Area Inspections

The governing body is ROSPA and the frequency and type of play area inspections is laid out in the EN1176 guidance/code of practice

The Play Maintenance Teams will regularly visit all play areas to inspect play surfaces and equipment, and ensure they are safe, hygienic and fit for use.

As part of the inspection any litter present will be removed but the team prioritises work with safety implications, for instance removing broken glass, clearing dog fouling, and ensuring the safety of damaged equipment. Any undesirable graffiti will be removed if possible, or reported for specialist treatment, with offensive or racist graffiti removed within one working day of report.

In the course of our routine maintenance visits, litter and debris will be removed from hard surfaces, with a thorough brush sweep of the entire area taking place on an at least monthly basis. SCC follow the following procedures:

Routine – Visual inspection – recommended max every 7 days – Our litter pickers, working for the area teams undertake these inspections daily and record their findings – this is managed by the East, West & Central operation managers

Operational – Detailed inspection – recommended max every 12 weeks – SCC RPI11 play inspectors undertake these inspections every 6 weeks, findings recorded on our asset management software – currently provided by PIC

Annual – Very detailed inspections, must be carried out by a Suitably qualified external inspector – recommended every 12 months – SCC have both Zurich and PIC undertake these inspections – PIC inspections recorded on our asset management software

#### Quality Audit

Park development needs and priorities are informed by user consultation and standards set out in Southampton's green space strategy. This promotes audits to be undertaken to assess the parks current status and to give a baseline for future improvement and required investment. A quality audit of all of Southampton's parks was undertaken by an independent consultant in autumn 2009 and then again internally in 2015 and 2022 (held up by the covid crisis).

The data collected was based on Green Flag criteria and indicates park strengths and where quality needs to be improved, it also identifies infrastructure and health and safety improvements required.

#### [Open Water Policy](#)

Southampton City Council have many open water sites across the city, there are 13 lakes & Ponds, 19 River & Tidal sites, these include Riverside Park and Mayflower Park, 9 public Slipways and 13 Greenways & Streams sites (some included tidal ditches).

The Council's approach to water safety is on the basis that people are responsible for their actions and safety where hazards are considered obvious. The Council will take measures to protect the public where indicated through risk assessment, where hazards are not obvious and/or where there is an increased chance of entry to deep and/or fast flowing water from an adjacent public facility such as a constructed path or viewing area. This may include the provision of barriers and other control measures as appropriate. The Council will ensure that all sites with open water have recorded risk assessments which are thereafter subject to review.

Open water risk assessments will be reviewed:

- if there has been a significant change
- if there is reason to suspect the risk assessment is no longer valid
- if there has been an incident/accident or near-miss
- at a frequency not exceeding four years

Southampton City Council is a key stakeholder in Southampton's Physical Activity Strategy "[We Can Be Active](#)", which has been adopted by the Hampshire and Isle of Wight region including

The Council takes part in the Physical Activity Alliance who aim to work collaboratively on the delivery of the HIOW We Can Be Active (Physical Activity) Strategy within Southampton to inspire and support

active lifestyles so that all residents can be active in a way that suits them. The stakeholders work together to enable the most inactive communities, groups and individuals who face the greatest barriers to move more and make being active a normal part of life. This includes women, children & young people, adults over 75+ years, people from Black and South Asian Ethnic groups, people living in the most deprived communities, people living with a long-term health condition or disability, and people who identify as LGBTQIA+. The function of the group is to:

- 
- We can be active in Southampton**
- Bold leaders working together to create healthier and happier communities**
- Worless Afloat Healthy Aging Programme
  - Energise Me
  - Solent Uni Student Projects
  - Volunteer Conservation
  - Sport & Leisure Centres
  - SCC Community Fund Grants
  - Women's Euro 2022 Legacy
  - Active Bus
  - Southampton Marathon
  - Senior Snaps
  - Active Through Football
  - Get Active Subscription
  - Parkrun St
  - Local Community Gardening Groups
  - Islands Twilight Activities
  - We Can Walk Campaign
  - Play and Youth Provision from Youth Options
  - Play Streets
  - Holiday Activities and Food Prep. (HAF)
  - Madabout Stars
  - Eco-Schools Development
  - Active Neighbourhoods
  - Greening Schools Partnership Fund
  - Healthy Early Years Award (HEYA)
  - Healthy High 5 Award
- Places and travel routes where we all feel safe and are encouraged to be active**
- Traffic Demand Management
  - Local Transport Plan
  - Family/School Projects
  - My Journey
  - Southampton City Vision
  - Go Judo!
  - Active Travel Zones
  - SCC ARC
  - Be Active for Southampton Uni Students
  - Exercise Referral
  - Active Nation
  - Post Exercise Review in Support
- Support to help us get started or keep moving when we feel that we can't do it alone**
- Positive early experiences for our children and young people**
- Opportunities that meet our needs and interests and are accessible and easy to find**

Each member to act as a representative for their own agency, being responsible for sharing good practice and information and embedding the HIOW We Can Be Active Strategy internally

The member organisations include:

Active Nation, Age UK, Alzheimer's Society, Carers in Southampton, Energise Me, the HIOW Active Partnership, Go Southampton, Hampshire Football Association, My Journey, National Institute for Health Research (NIHR), Cancer and Nutrition Collaboration, No Limits, Rees Leisure, Saints Foundation, Sholing Nature Reserve, Social Care in Action (SCIA), Solent NHS Trust, Solent University, Southampton University, Southampton City Clinical Commissioning Group (SCCG), Southampton City Council, Public Health, Southampton Voluntary Services (SVS), Sustrans, Testlands, University Hospital Southampton (UHS), Wessex Academic Health Science Network (AHSN), Youth Options.

## **Security**

### [The Southampton Safe City Partnership](#)

The Safe City Partnership is a statutory partnership that brings together organisation's and commissioners with responsibility for keeping people safe. It is responsible for the delivery of the Safe City Strategy which will be refreshed in 2021 until 2024 using evidence from the Safe City Strategic Assessment, partner engagement and community feedback.

Any issues are raised at Safe City Partnership board meetings where intelligence is shared. This may include advice and delivery of target hardening or targeting hot spots for enforcement.

The public are encouraged to report issues either through the Council's web site [Report an issue in a park or play area \(southampton.gov.uk\)](#), or through the 101 service where appropriate. Using 101 enables the police to see trends and target areas where high numbers of reports are being made.

Our parks staff wear a clear orange uniform with Southampton City Council, City Services logo on it. All staff can be approached by the public and are happy to help with any issues.

### City Welfare Wardens

City Welfare Wardens whose primary role is to deal with the street homeless, illegal encampments and associated anti-social behaviour within City regularly work with Parks teams to tackle issues within parks across Southampton.

### Designing out ASB

When designing new spaces or redesigning existing spaces the council design team make designing out ASB a priority. Each space is different and the designers use the following proven, overarching principles to guide their designs.

Designs will include:

- Natural surveillance
- Safe pedestrian routes
- Mixed use areas

- Community involvement

### CCTV

CCTV is deployed in areas where high crime rates are anticipated. Fortunately this excludes most of the parks in the City, which on the whole remain in a low category for crime. Where it is required CCTV surveillance is used to monitor and collect visual images for the purposes of helping reduce the fear of crime to provide a safe and secure environment for residents of, and visitors to, the areas covered by the scheme and to help deter and detect crime and provide evidential material for court proceedings. As a local authority, we only process data that is necessary for us to carry out our statutory functions., We hold this personal data securely and use it to Undertake health and safety case file audits/investigations and Criminal Proceedings. The use of personal data is compliant with the conditions of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA2018). We may share personal information with external organisations, such as the Police, to prevent and detect crime, this would only occur when the law allows us to do so.

CCTV cameras were introduced into Houndwell and Hoglands Parks in 2021 as part of the Hampshire Constabulary Safer Streets Project.

### Lighting

The vast majority of our parks and green spaces do not have lighting. Similar to CCTV, lit parks tend to be those which have historically had high footfall and higher crime rates, typically the City Centre Parks and the Southampton Common. Additional lights were installed throughout Central Parks as part of SSEs core investment programme c.2013, using 250 re-cycled, and refurbished Harland lighting columns.

The general policy now is to not light our parks as this is likely to bring the Council under challenge under other primary legislation such as the CROW Act where habitats will be disturbed by introduced lighting. We therefore encourage people not to use our parks after dark, providing safer walking routes around them using public highway pavements and footpaths which are all lit.

### Dog Control





All Dog Control Orders under the Clean Neighbourhoods and Environment Act 2005 have now expired. The Council currently does not enforce dog control, but encourages good dog ownership through its Dogs are Brilliant campaign [Dog code \(southampton.gov.uk\)](https://southampton.gov.uk).

Signage is placed throughout our parks to encourage good dog control.

Where dog, or animal, fouling is reported the Parks and Street Cleansing Team will be notified and attend site within 5 days to remove it unless it is in a more hazardous location, i.e. Play Area, where it will get prioritised to 24 hours. Where hotspots are identified a campaign is raised and Officers will attend site to engage with and educate dog walkers to pick up after their dogs.

### Enforcement Officers

Littering is a crime which reduces the quality of life for people who live, work or visit the city. In response to feedback from residents, visitors and businesses, Southampton City Council has appointed a team of environmental enforcement officers to reduce the amount of littering in the city. The environmental enforcement officers can issue fixed penalty notices (FPNs) to people who are found to be littering. A fixed penalty can be issued to any person who throws down, drops or otherwise deposits litter and leaves it. This could include:

- Throwing away food wrappers or uneaten food,
- Dropping chewing gum on the street,
- Discarding cigarette butts,
- Other forms of litter such as wrapping.

### Fly Tipping

The Parks and Street Cleansing team currently deals with nearly 3,000 public reports of fly-tipping on public land each year, with over 75% of cases being actioned within one working day of report. This fly tipped waste is disposed of at the contracted disposal partners sites. The Parks and Street Cleansing Team work closely with specialist colleagues in the regulatory services team to ensure evidence found on site is investigated. They particularly focus on 'rogue trader' waste activities, and local 'hot spots' where fly-tipping frequently recurs. Fly-tipping is a criminal offence with significant penalties available to the courts when the perpetrators are identified. Everyone has a duty of care to ensure that anyone taking their waste away disposes of it correctly.



Southampton City Council has a team of 4 investigation officers, they may take enforcement action against anyone found to be fly tipping on public or private land if the offender can be identified. During 2021/2022 there were over 550 cases either being prosecuted, fined or issued with warning letters.

If a substantial quantity of waste is dumped, offenders could be prosecuted which could lead to a fine of up to £50,000, imprisonment and confiscation of the vehicle used to transport the waste in line with the duty of care regulations.

## **Waste Management**

### **Litter**

Southampton City Council provides over 1,400 litter bins on the streets and parks of the city for members of the public to use.

SCC are committed to moving to solar powered smart bins (Big Belly Bins), these are increased capacity bins and will enable SCC to remove approximately 500 'open bins'. This will enable SCC to improve round/collection/emptying efficiency and reduce vehicle and staff required to service them.

The Solar compactor bins are 'smart' bins, they compact the waste inside the bin and hold between 5 and 10 times the amount of waste as a standard litter bin. There are Circa 200 solar bins already across the city. They are GPS tagged and fill level monitored and automatically create efficient collection rounds by reducing the need to send an operative out to manually check levels of litter in them. They prevent scavengers, animals and rodents from entering the bins and pulling litter out and prevent wind-blown litter.

Solar bins remove the need for physical checks reduces the number of empties, reduces rodent activity, removes the need for as many staff to do this function. 1 solar bin in an area facilitates the removal of at least 5 of our current standard litter bins.

### How and what we recycle

Green waste in Southampton City Council is reused, recycled or composted, the recycle rate averages at 28%, we also recycle aluminium cans, plastic bottles, green waste, food tins, mixed glass, paper & cardboard, the figure includes waste sent for reuse, recycling or composting, We recycle, compost or reuse around 27,000 tonnes of waste per year.

### What do we do with green waste

All arisings from horticultural works, including; hedge cuttings, shrub pruning, smaller branches, weeds and grass cuttings from cut and collect sites, are taken back to one of our two depots for storage, from there they are collected by a waste collection contractor and taken to approved disposal sites. The current contractor has a site in Petersfield where they take all the green waste back to their yard, where they have a bespoke EA permit for composting. All the green waste gets shredded then placed in windrows. These are monitored daily and turned weekly. After 8 weeks the windrows are screened, and the resulting compost is either sold or used on their fields as soil conditioner. As they have PAS100 status this changes the resulting compost from a waste to a product, which means it is not subject to waste restrictions when moving. Annually the contractors collect around 850 tonnes of green waste which equates to around 400 tonnes of compost being produced from Southampton. The resulting compost is offered back to Southampton at £15 per tonne with no haulage costs.

At the majority of our mowed amenity grass sites fly-cutting is undertaken. Around eight cuts are undertaken each year (weather permitting) which enables grass cuttings to be left in place, the cuttings quickly break down and recycle their nutrients back into the ground. This encourages earthworms and microorganisms that break them down. Leaving the grass clippings on the ground flushes nitrogen back into the soil. Nitrogen encourages green growth, which makes it the most important nutrient for grass. Grass clippings contain about 4 percent nitrogen, and leaving clippings where they lie after mowing can feed the grass with 25 percent of its annual nitrogen needs. This reduces the amount of nitrogen fertilizer required. Clippings can also act as a natural mulch, that's not too thick, which helps conserve soil moisture.

Arisings from tree works are treated in different ways. Large branches and tree trunks are either left in situ for wildlife value, at a size where they are not easily rollable, or removed to the depot for milling where they are turned into rustic seats and informal play equipment. When left on site they are stacked into eco-piles and left to rot down slowly. Where appropriate deadwood, broken branches and dead standing trees are left in situ to provide habitats. Wood not suitable for the mill is stock piled and once an artic lorry load is accumulated a local company either comes and chips it and removes it or will remove it to their own depot and chip it there.

Small branches (under 200mm diameter) are processed through a woodchipper. The chippings are either sprayed back into the undergrowth to break down naturally or taken to the depot for storage. Stored chippings are allowed to compost and some are used to mulch shrub beds within

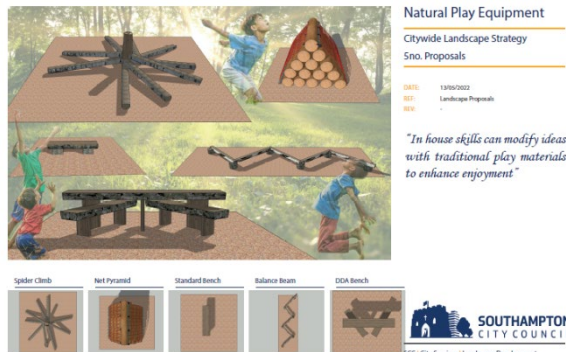
Southampton Schools and green spaces. When an artic lorry load of chippings has been accumulated it is collected by a local company. Dependant on the market the receipt for this ranges from free removal to £10 per tonne. The market is very turbulent dependant on a range of factors, weather, availability, numbers of tree surgery companies etc.

As the chip is all low grade it tends to be used to fuel boilers which in turn dry higher quality chip and bark, making them suitable for equestrian and more refined boiler usage.

### Sawmill

The Council owns a Logosol sawmill. This is used to mill logs into planks, benches and informal play items.

We have drawn up a portfolio of play equipment which can be produced and will be rolling this out in spaces where play can enhance the site, but a formal play area is not required.



### Dead Animals

Dead animals are collected and taken to a local vet for incineration unless there is a legal requirement or guidance to do something different. For example, during bird flu dead birds were recorded and reported to DEFRA, as per their guidance, who arranged collection.

## **Maintenance**

### **Mowing regimes**

Most of Southampton's grass plots and verges are cut by one of five mobile teams; two working on grass cutting programmes to the east of the River Itchen, one in the central district (between the Itchen and Hill Lane) and two to the west. Each team's programme should take no more than 4 weeks to complete and is divided into numbered mowing areas, cut in sequence from 1 – 7. No mowing area should take more than four days to complete, weather permitting. This provides around 8 cuts per year for amenity/leisure grass plots.

SCC aim to provide clean and tidy green spaces, and to achieve this we litter pick the site before cutting and after each grass cutting visit we will leave an area:-

- With **all** grass cut to an even length (except following bulb flowering when we leave clumps for around 6 weeks before cutting)
- Free of shredded litter
- With paths and surrounding areas free of cuttings
- With grass around trees, poles and other obstructions evenly trimmed (this 'follow up' work is completed by a second team and will be completed within 24 hours of the initial cut).

Some areas are maintained to promote a more natural wildlife habitat. We continue to work with residents to develop new sites to encourage biodiversity. Where grass is being managed for meadow habitat programmes will typically reduce to one or two cuts per year. This provides good habitat for wildflowers, bees, and other insects can thrive within the urban landscape. It does require a cut and collect, and the team has a specialist ride on mower with a screw collector, rather than a vacuum collector to enable seed to drop back onto the ground.

### **Shrub and Hedge Pruning regimes.**

We aim to keep all of the shrub beds tidy and weed free. Shrubs should be pruned to stop them obstructing paths, roads or signs but at the same time making sure the plant can flower at the right time. We aim to carry out monthly visits to our shrub beds and will do what is needed at that visit to keep the beds up to standard.

Following visits beds should meet the following standards:-

- No more than 5% weed cover
- No vegetation causing an obstruction
- Bed tidy and litter free
- Grass edges trimmed.

We work with the local community to ensure shrub beds are maintained in such a way that they contribute to people's feelings of security in their neighbourhood, and do not provide a shelter for criminal or anti-social behaviour.

Shrubs and hedges provide a valuable 'breathing space' for nature in the urban landscape. Our work is therefore carried out with care and consideration for the welfare of the wildlife these features might support, for instance by pruning to

maximise attractive and nutritious seasonal flowers and berries and taking care not to disturb nesting birds. Leaves and leaf mould provide a valuable habitat for insect life and will only be removed if contaminated with litter. Where possible, shrub prunings are chipped directly back into the bed to form a mulch against weeds, retain moisture, and enrich the soil.

We aim to keep all of the hedges tidily trimmed but plan our work to make sure that we cause the minimum disturbance to nesting birds and other wildlife. We visit hedges as often as is necessary to meet health and safety standards, how often and when we cut depends on the species of plant.

Following visits, hedges should meet the following standards:-

- Weed and litter free at the base of the hedge
- The sides and top of the hedge tidily trimmed to prevent obstruction, all trimmings removed from the area, or chipped back onto hedge base to suppress weeds, retain moisture, and enrich the soil
- Hedge cut with the right equipment to prevent damage to larger leafed plants.

Hedges serve a number of very useful purposes within the local landscape. For example, they can provide natural boundaries or barriers, attractive visual features, visual or acoustic screens from eyesores and traffic noise, pollutant sequestration contributing to cleaner air and refuges and food sources for wildlife. We will work with the local community to ensure hedges are maintained at a height and size appropriate to their primary purpose at each particular location.

### Tree Pruning

The council has its own in house tree surgery team who carry out all reasonable pruning works where there is a safety concern. Safety concerns include:

- Large sections of deadwood (branches or whole trees) present over a garden or other target area. 'Large' is defined as over 50mm average in diameter and over 50cms in length, or large enough to cause harm to a person, or dent a car roof if it were to fall. Most deadwood will crumble away and become lighter as it is degraded by bugs and fungi that colonise it, but sometimes several sections form on a maturing tree and pose an unacceptable threat to persons or property. Small, twiggy shedding is often a natural, seasonal feature of some species such as birch and does not constitute a hazard.
- Trees that are clearly declining in health to a point of no return
- Uprooted or newly leaning trees - perhaps as a result of extreme weather or vehicle impact - may pose a threat. Trees growing towards light or suppressed by larger trees may lean naturally and are not necessarily dangerous.
- Dead trees where there is a target below, such as a footpath, garden or play area. Dead trees in the centres of woodlands or in very low-use areas are often retained for their habitat value and low risk potential.
- Branches low over paths and driveways.



We will also prune where there is a foreseeable risk of direct damage being caused by the tree in the near future (the same year) or where branches or stems are actually in contact with structures such as a roof, windows, gutters, sheds, fences or other built, permanent features.

The council has a [pollarding and epicormic removal schedule](#) for several trees across the city, including some of the parks.

The Tree Surgery Team is currently working towards Arboricultural Association Approved contractor status.

### Planting

Bedding has reduced considerably over the past 15 years with only Mayfield, Queens and Central Parks still hosting seasonal flower beds up to Summer 2024. The Council has recently taken the decision that bedding is no longer sustainable and cannot continue to use revenue to support it. Sponsorship has been sort but with little



interest. We are therefore moving over to a display of bulbs growing through a wildflower meadow mix. This will provide an interesting display with some longevity of season and still be a nod to the historic flower beds. The move to the new system will provide savings and reduce maintenance.

Trees and shrubs - Council Policy dictates that for every tree felled in the city they must be replaced in the following planting season. The tree planting programme therefore develops across the year with suitable sites identified from March onwards, with appropriate trees reserved throughout the year. Trees are ordered in September/October and arrive at the depot in November. Tree planting commences immediately and runs on to March with the majority of trees being planted before Christmas.

The Council is keen to primarily encourage planting of native trees as they offer the widest support for native wildlife which has evolved alongside them. It also emphasises Southampton's wider sense of place. With the South Downs to the east and the New Forest to the West. At least 50% of the trees in any scheme should be native.

All flowering trees and shrubs are specified with single flowers to improve their wildlife value by enabling insect pollinators and nectar feeders to use them. Where specific development projects are identified, shrub beds are designed and delivered over the planting season (November to March) in order to aid establishment and reduce the need for watering. Where shrubs die, are vandalised or removed from parks shrub beds they are replaced during the next planting season where funds allow.

### Weed Control

Wherever possible we design out the need for herbicide use. All new areas of hard surfacing are designed to have continuous cover, such as tarmac, or where paving is specified it is laid with grouted joints to reduce the opportunity for weeds to grow. New shrub beds are designed to be planted through weed suppressant membrane. Where funding allows wildflower is laid using turf rolls which reduce incursion of pernicious weeds such as dock and thistle.

Trials have been undertaken using hot foam, electric shock, and steam, none of these have proven to be effective or any more environmentally friendly.

Street Cleansing mechanical sweepers have been fitted with weed removal brushes and these can be use in the parks where space allows.

Herbicides are only used where necessary in places such as under benches situated on historic surfacing that allows weeds to grow and in areas which are difficult to hand weed such as adjacent to walls or fences or in deep fissures in surfacing. When required as part of habitat management glyphosate plugs are used to kill off/stop regrowth of unwanted tree stumps. Glyphosate plugs and spray are also used to control Japanese knotweed. Where spray is used controlled droplet applicator lances are used to minimise the amount of herbicide applied and reduce drift.

Where weeds are adjacent to a water source, such as a river or stream, or a sensitive area for wildlife no spray herbicides are used. No herbicide is used in line marking paint for any of the outdoor recreation provided.

#### Peat use

Peat use is kept to a minimum and is only present in the bedding plants as delivered by the supplier. Wherever possible when new shrubs and trees are bought for the parks are sourced to be supplied peat free but ultimately this is tied to the availability of peat free compost in the marketplace. With the advent of the Council no longer requiring bedding plants peat use will decrease to practically zero levels. When new shrubs and herbaceous plants are procured SCC endeavour to source these peat free. However, peat-free market availability remains limited.

#### Litter collection

Litter is picked from site by hand during the bin emptying run. It is also picked before and after each grass mowing operation. The Service promotes a one council approach so where litter is found, all staff are encouraged to pick up the litter and deposit it in a nearby bin.

#### Graffiti removal

The Council has a proactive approach to the removal of graffiti and fly posters on land it manages. The Street Cleansing operatives have equipment that enables them to remove graffiti and fly posters at short notice. Within the Central District there is also the specialist Go Southampton Bid Team, The Reactive Team (early shift) and citywide Task Team (late shift) ready to respond to graffiti problems, prioritising 'hate-crime' or offensive material. Protective coatings are applied to features regularly targeted, facilitating rapid removal and training and equipment can be issued to any partner organisations and volunteers to enable them to tackle graffiti quickly, safely and effectively. Any offensive material is removed within 24 hours of being reported.

We have the most up-to-date equipment and materials to remove graffiti effectively and with minimum impact on the environment.

Our area-based street cleansing teams are also equipped with environmentally friendly graffiti wipes to deal with small-scale graffiti they find while carrying out their routine work. Graffiti wipes are also used by the council's Neighbourhood Wardens to deal with easily removable graffiti they come across during their patrols.



Graffiti is a criminal offence punishable with possible imprisonment and fines that reflect the real cost of the damage caused and can run into thousands of pounds. In the event of prosecution, serial 'taggers' can be fined a sum that takes into account all incidences for which they are proven responsible, not just the offence for which they were initially apprehended.

We always specify signage which has a protective finish which is resistant to graffiti removal cleaning products without defacing the sign. Where possible in sites especially vulnerable to graffiti, we commission street art, which can have controlled content and which tend to be respected and rarely drawn over.

## **Sustainability**

### Vehicle and equipment usage

The [Carbon Reduction Policy](#) outlines the Council's commitment to meet the Government's target to reduce CO2 emissions by 80% by 2050. It also delivers against many of the Sustainability Principles that the Council have adopted. We want to be Carbon Neutral by 2030. We will make the best use of our resources and reduce our energy consumption. We will use energy that is generated from renewable sources and support the generation of sustainable energy that does not compromise local air quality.

By Applying the energy hierarchy which sets the direction for sustainable energy use within the Council and in priority order, we will strive to:

- Eliminate or reduce the need for energy,
- Maximise the efficiency of the remaining energy uses,
- Supply energy from renewable sources where feasible.

The Council will Establish procedures for efficient operation of plant and equipment and Improve performance of plant and equipment already in use within the Council to Include life cycle (energy & maintenance) costs into the decision making process when procuring new plant and projects. 90% of our council fleet will be zero-emission by 2030. SCC will develop an Alternative Fuels Plan to pursue low emission options for SCC heavy fleet vehicles and support other city stakeholders.

The Parks and street Cleansing employ a number of battery operated vehicles and equipment, including mechanical sweepers, leaf blowers, hedge cutters, chainsaws and strimmers. Replacing existing petrol/diesel operated machinery as it comes to the end of its safe useful life. However, there are a number of challenges relating to electrification of the fleet and equipment and these include:

- Cost of capital outlay to buy EV vehicles which are substantially more expensive than equivalent diesel
- The travel range of vehicles is still much smaller than diesel equivalents.
- The ability to tow trailers is often not available on electric vehicles
- The electric hand tools have been found to be under powered, for example when chain-sawing logs.
- Batteries in hand tools last a comparatively short time (as little as two hours in a day) and do not have a quick recharge so are not equivalent to refuelling - spare batteries are supplied to help

- The work depots will require upgrading as they currently do not have enough electricity feeding to them to enable all vehicles and equipment to be recharged.

The City Service team are working through the challenges and some are being resolved by industry who recognise the need for longer usage time for example. Other issues such as upgrades to the depots will only be resolved with funding input and this will need to be identified for the Council to meet its goals.

### Solar Power

The Council is committed to installing solar on any appropriate building it owns. Council depots will therefore receive solar panels over the coming years to increase the use of sustainable energy.

### Lighting in parks

Where lighting is provided in parks it is done so through the Councils PFI with Enerveo, who maintain and repair this infrastructure. Wherever possible and safe lighting is provided at its lowest lumens to ensure minimum energy is used on it. Light levels are also adjusted to ensure any CCTV visibility is maximised.

Baffles are fitted to lighting in parks to reduce light spill onto the green space behind the paths to enable use by wildlife. There are also lighting gaps on paths in some parks to enable nocturnal wildlife to travel across paths without entering a light pool.

### Irrigation

All irrigation has ceased except for exceptional circumstances for Seasonal Bedding, newly planted beds and the Cricket Squares in extreme long hot dry spells. Automated irrigation is no longer used. There is also a focus on using varieties of plants that require less watering.

## SUDs

Parks provide sustainable urban drainage for a number of housing areas in Southampton helping to alleviate flash flooding caused by both surface water and groundwater. Helping to the city to adapt to and mitigate the ongoing consequences of climate change.

New green spaces or areas within existing green space are designed following the principles set out in the Department for Environment Food and Rural Affairs guide The SuDS Manual. This ensures that wherever possible the land continues to provide important flood alleviation as part of the overall natural drainage system for the city.

## **Habitats and Wildlife**

Management of ecologically important flora and fauna across the city is undertaken following the principle that by ensuring habitats are optimally maintained that the associated species will inhabit them. The advent of the new Ranger Team has meant that the Council is embarking on a number of surveys across the city to identify what species we already have and how this is indicating what condition our habitats are currently in. Action plans for city wide biodiversity improvement will be drawn up and integrated into Parks management of individual green spaces.

The Council is currently renewing its grant aid under the Countryside Stewardship higher tier scheme. This will ensure that important habitats across the city are funded into the future and therefore able to be maintained in good condition.

Southampton is one of the members of the Partnership for South Hampshire (PfSH) who are a partnership of twelve local authorities around the Solent that aim to improve the environmental, cultural and economic performance of the South Hampshire area. The partnership has been in place since 2003 and has helped to develop green infrastructure plans for the Solent region. Most recently they have been instrumental in the new Bird Aware Solent team [Bird Aware Solent - Partnership for South Hampshire \(push.gov.uk\)](https://push.gov.uk/) who raise awareness of the ducks, geese and wading birds that spend the winter on our special coastline.

The Council works closely with the Environment Agency on a number of projects including: Pond/lake improvements across the city and the improvement of the River Itchen, particularly the fresh water SSSI chalk stream running through Riverside Park from Woodmill. Rid licence funding is being used to improve fishing swims for local anglers.

## **Landscape Management**

Existing landscapes are managed as appropriate to their purpose, topography and historic use. The Landscape Design Team work sympathetically with existing landscape features and look to incorporate these into any new designs. Where featureless sites exist we look to develop the landscape structurally to

provide interest and aesthetically pleasing green spaces. We often use landscape structure to provide improved ecosystem services and get more out of the space than flat mown grass.

## **Heritage**

Southampton has a number of parks which specifically are identified as heritage sites, it also has many more sites that are either scheduled monuments themselves or have scheduled monuments within them.

### [Parks and gardens of special historic interest \(southampton.gov.uk\)](https://www.southampton.gov.uk/parks-and-gardens-of-special-historic-interest)

The Culture and Tourism Team are responsible for the upkeep of the various monuments and commemorations across the city. They are currently consulting on the draft Memorials Policy [Memorials Policy \(southampton.gov.uk\)](https://www.southampton.gov.uk/memorials-policy). The policy focuses on the creation, installation, management and maintenance of memorials on land owned by Southampton City Council.

The aim of the policy, and the procedures that accompany it, is for Southampton to have a fair, transparent and systematic approach to making informed decisions:

- (1) about proposals for new memorials and their long-term management and maintenance
- (2) for the proposed removal or replacement of existing memorials and potential additions to provide more contextual interpretation
- (3) that will enable communities and stakeholders to be involved and engaged in the process of co-creating Southampton's public spaces to create a greater sense of pride, belonging, identity and shape the look, feel and experience of the city

This policy has been developed in response to:

- (1) the rising number of requests to different parts of the Council for monuments, memorials, public art and other markers
- (2) the government's 2021 legislative requirement that historic monuments should be 'retained and explained'
- (3) the Council's Full Council Motion in March 2021 that committed to 'never arbitrarily extract or displace any monument, memorial or statue and to subject the decision to appropriate levels of resident consultation'

## **Friends and Volunteers**

We encourage and support voluntary park friends groups that are keen to be involved in the maintenance and development of their local park.

All groups play an important role in managing and developing the parks, including getting funding to improve park facilities. Most groups start with like-minded people who want to get more involved in improving their local environment.

Volunteers make an important contribution to keeping our parks and open spaces green and tidy for everyone to enjoy.

Our volunteer programme aims to increase the ways in which people can get involved and contribute to maintaining and improving our green open spaces as well as supporting local communities. Volunteering also helps people gain skills and increase confidence.

We supply or loan equipment and offer training or advice in areas like managing health and safety or safe use of tools as well as guidance in conservation management and undertaking wildlife surveys.

[Volunteering in our Parks \(southampton.gov.uk\)](https://southampton.gov.uk)

The Friends and Volunteers are supported by the Ranger Team who work with residents and interested parks user on a number of ecologically related surveys and tasks. The Rangers are split into three teams of two across the city and work closely with the Operations Teams to ensure that all volunteer works are appropriate and meeting management aims.

There are a number of city wide groups interested in parks and green spaces, one of these is the Southampton Commons and Parks Protection Society ([SCAPPS](#)). The Society brings together a cross section of citizens committed to the well-being of our City's green public spaces. They lobby for park improvement and support good green space management across the city.

Others include City of Southampton Society ([COSS](#)), The Hampshire Garden Trust ([HGT](#)) and the Open Spaces Society ([OSS](#))

## **Promotion of the Parks**

### Events

From small scale community events, promotional and brand experiences to large one-off national and international events, Southampton really is the ideal city for events and activities. The city boasts many parks and green spaces and some of these are located right in the heart of the city centre.

The Council Events Team sit in the Culture and Tourism Division and are responsible for the:

- Organisation of large-scale city events
- Co-ordination and monitoring of events on council land and property
- Co-ordination of promotional space including the Bargate and Guildhall Square
- Co-ordination of the city centre markets

They are also the first point of contact for filming requests and permissions and keeping everyone up to date with our vibrant events calendar.

Further information on how the events work can be found here:

[Information For Event Organisers | Visit Southampton](#)

We are keen to encourage film and television companies to film in the city and will provide help and assistance where possible. Some Southampton locations that you are interested in using may belong to the council, be part of the highway or privately owned. The events team can advise on possible suitable locations, liaise with other council departments on your behalf and pass on contacts of some private locations to assist in the smooth organisation of your shoot. Find out more about [Filming in Southampton | Visit Southampton](#)

The Parks Teams are working with the Events Team to reduce the impact of events in parks. There is a balance to be met as events can cause more damage both physically and reputationally than the benefit they provide to getting people active in the parks. Currently ongoing use of parks space is causing excessive compaction of the ground which is leading to increased flooding, poor health of trees and worn areas of grass which are slow to recover.

There is a proposal that where parks are used throughout the year for events that in autumn they are de-compacted using a compressed air de-compactor. This is currently under consideration as it will need to be funded. The Events Team are considering if a proportioned fee to event's organisers would be feasible.

#### Notice boards

Notice boards can be a useful marketing tool, but can also provide a poor experience of the park if they are not kept up to date, for this reason they are only being installed where there is an active friends of group or alternatively the Ranger Team has agreed to maintain the contents posted in them. By doing this we are able to provide current news on the Friends, events and activities.

#### Social Media

The Council encourages contact through social media and runs several platforms to enable customers to post their enquiries or comments. There are simple rules for the use of social media by the public and these can be found here:

#### [Social media house rules \(southampton.gov.uk\)](#)

Southampton has a dedicated [Play Area Facebook](#) page, where we post up to date consultations and updates to play area across the city.

Otherwise we use the [Council's Facebook](#) page to promote the parks and all the benefits they provide to the city.

#### Council Communications Team

The Council's communications are coordinated through a dedicated Communications Team. Within that Team there are a number of Officers who work closely with the Parks Team to ensure that regular messages, notifications and engagements are put out to the public. This is done through a number of avenues including social media, letter drops and on site activities.

Wherever possible we celebrate successes and cover major national initiatives such as Tree Week and Love Parks week.

The aim of our communications are always to keep people informed and enable communities and individuals to get involved in their local green spaces.

### **Getting People Involved**

The Council Natural Environment Ranger Team take the lead with regards to community engagement within green spaces. They work with a number of other Council departments including Housing, Education, Adult Social Care and Public Health to provide a programme of activities and tasks for volunteers. They work closely with the Parks Operations Managers and Ops Teams to ensure that a sympathetic and contiguous approach is undertaken that compliments the works already being done by the in-house teams.

### **Getting to and around our parks**

Some of our parks do have dedicated free to use car parking, however, the Council encourages more sustainable travel with our partners My Journey [Home | My Journey Southampton](#). This site provides a range of journey planners and news about how to walk, ride and use public transport to traverse the city. There are a number of suggested routes that take in our larger parks and the journey planner enables people to find their way to our less well known spaces.

Once at a park or green space we try, wherever reasonably possible to ensure a wider equality of access as we are able. We are working through our spaces to assess those that require better access and where this is not achievable for a whole site, focusing on making sure there are places within that site that people can get to and enjoy the green space.