
Townhill Park Management Plan 2022 - 2026

Produced by the Parks and Open Spaces of Southampton City Council

Updated November 2023



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1 Vision

For Frogs Copse and Cutbush Pond to offer attractive, interesting and biodiverse district parks. With the local community at the heart, working with the parks team to continually improve recreation, biodiversity, events and involvement to ensure the parks are welcoming, clean, safe and accessible for all.

2 Introduction

2.1 Management Plan

- 2.1.1 The purpose of this management plan is to set out a framework to guide the development of Frogs Copse and Cutbush Pond for the future, ensuring that these sites meet the needs of the whole community, in line with a number of Southampton City Council (SCC) policies. It should be considered as a “live”, working document that sets out the terms to be applied over the next five years, including an Action Plan which is subject to annual review and goal setting. This plan covers 2022 to 2026 and will be reviewed at the end of this period.
- 2.1.2 The management plan has been put together by SCC staff who have a good knowledge of these sites, with input from SO18 Big Local and drawing on feedback from various residents and organisations within the local community.
- 2.1.3 Southampton City Parks department have adopted the Green Flag Award standard as the best way to manage the parks. This Management Plan is therefore prepared following the criteria laid out by the Green Flag governing body and follows a set format. It comprises 11 Sections. Sections 1 to 10 provide background information to the parks. Section 11 is a table of management actions and at the end of the plan is a series of appendices to support the document. This format of the management plan follows a standardised template to help those who are reading and interpreting the plan to understand how the management of the park fits into the Green Flag criteria.
- 2.1.4 This plan will inform the future management of Frogs Copse and Cutbush Pond, combining SCC Policy and legal requirements with the views of those who live in, work and enjoy the local area around the parks.
- 2.1.5 Although the main focus areas of this Management Plan are Frogs Copse and Cutbush Pond, because of their location within the Townhill Park area, three additional small pockets of land have also been included within the Management Actions table in Section 11. These three small areas of land are referenced as: Cutbush Lane, Roundhill Close “meadow” and Middleton Close “verge”. The Location Map, showing each of these areas, is within Appendix 4.

2.2 Aims

2.2.1 Frogs Copse and Cutbush Pond serve a wide range of functions for the local community. It is a vital component to improving access to the natural environment. The overall character and biodiversity of the parks should be recognised and enhanced whilst maintaining and improving the individual components that make them unique. There are four broad aims for the management of Frogs Copse and Cutbush Pond, identified in accordance with the Green Space Strategy and other key SCC plans:

- Retain and enhance the distinctive, natural, quality of these open spaces;
- Provide open spaces that continue to meet user need, both locally and strategically, through the objectives of SCC;
- Interpret and promote these open spaces to ensure the benefits they offer are maximised; and
- Ensure these open spaces are as accessible as the site conditions will allow, to all people from the community, where reasonable, whilst at the same time, ensuring their “natural” condition is maintained. Wherever possible, when site accessibility is poor, we will endeavour to provide accessible areas which enables people to experience the space even if they are not able to access all of it.

2.3 Specific Objectives for 2022/23

2.3.1 The following key objectives have been derived from the SCC Green Space Strategy, the draft Parks and Open Spaces business plan and community feedback and provide a focus for management in 2022/23. Specific actions to address these objectives are identified in the Action Plan in Section 11.

- Increase community involvement in the management and maintenance of Frogs Copse and Cutbush Pond by continuing to work closely with SO18 Big Local until the conclusion of SO18BL in March 2024;
- To continue to support the development of an informal Friends of Townhill Park Environment group;
- To maintain and improve the unique characters of Frogs Copse and Cutbush Pond and enhance and interpret the varied biodiversity of both sites;
- To increase visitor satisfaction in Frogs Copse and Cutbush Pond;
- To provide and promote key events in these spaces, raising environmental awareness and increasing community involvement;
- Design and introduce informal play areas at Frogs Copse to encourage and increase use of the open space by local children; and
- Introduce a dipping platform at Cutbush Pond to encourage its use as an educational resource for local children.

3 A Welcoming Place

3.1 Description of Frogs Copse and Cutbush Pond

- 3.1.1 Frogs Copse is a seven-hectare open space in Townhill, on the eastern side of the River Itchen. The park is primarily managed to encourage wildlife including bats, birds, invertebrates and reptiles. It has close mown paths taking visitors through the otherwise un-mown grassland. The grassland is left unmown to allow flowers to set seed and flourish and encourage pollinator species such as bees, hoverflies and butterflies.
- 3.1.2 In spring, there are drifts of daffodils and lesser celandine at the entrances from Northfield Road and Woodmill Lane. There are a number of well-maintained access points into the meadow area of the site. Frogs Copse also has a copse with a woodland stream and a pond; once regularly coppiced, the copse is largely made up of alder, oak and larch. At the Pinefield Road entrance, there are a number of mature and impressive Monterey pines.
- 3.1.3 Cutbush Pond comprises both the pond and also an area of meadow. With a lack of management, the pond has become silted up and overgrown with trees and scrub; it requires a substantial level of work and ongoing management to bring it back into a favourable status for wildlife and ensure it is a resource that can also be enjoyed by the local community. It requires new infrastructures, including benches, a bin, fencing and interpretation signage. A gabion dipping platform on its north-western edge is planned to be introduced as part of a plan to improve the site and encourage it to be used as an educational resource, going forward.

3.2 Recreation area

- 3.2.1 The meadow area of the open space at Frogs Copse has a small area of short mown grass which used to be used as a picnic spot and informal play area near the Halstead Road entrance. The site is an informal space ideal for dog walkers. A formal play area is located at the Marlhill Close entrance. As part of the Green Infrastructure Management Plan (produced in relation to the Townhill Park re-development), a series of additional informal play features are being introduced across the site. An informal picnic area has been introduced which allows people to take in the elevated views across the city from within the meadow area of Frogs Copse.
- 3.2.2 New benches, signage, a dipping platform and site management should encourage recreational use of Cutbush Pond.

3.3 Health and Safety

- 3.3.1 All work on Frogs Copse and Cutbush Pond is undertaken in accordance with the health and safety measures. An example SCC Risk Assessment is presented in Appendix 2.

4 Clean and Well Maintained

- 4.1 SCC is developing a standardised approach to the ensuring green spaces are kept clean and well maintained; the (generic) Management Plan will be available to view on the SCC website once this has been finalised.

5 Environmental Management

- 5.1 SCC has developed a range of measures to ensure green spaces are managed in a sustainable way and specific details can be found in the Green Space Strategy on the SCC website.

6 Conservation and Heritage

6.1 General

- 6.1.1 It is important that the unique characteristics of Frogs Copse and Cutbush Pond are maintained and that the local history is preserved, where possible. These two areas also have rich and varied wildlife interests that should be enhanced and appropriately managed. With improved management, the smaller three areas (Cutbush Lane, Roundhill Close “meadow” and Middleton Close “verge”) also have the potential to become species diverse and support a more varied assemblage of wildlife.

6.2 Biodiversity

- 6.2.1 The Frogs Copse Biodiversity Management Statement is in Appendix 7 and Phase 1 Habitat Map in Appendix 5. The site is designated as a Site of Importance for Nature Conservation (SINC) and as such, is one of the best examples of open spaces within the city.
- 6.2.2 The Cutbush Pond Biodiversity Management Statement is in Appendix 9 and Phase 1 Habitat Map in Appendix 8.
- 6.2.3 The Frogs Copse meadow, shown as a field on maps dating back to circa.1866, was converted into amenity grassland and open space but has more recently been managed to encourage herbaceous species and develop a more “tussocky” nature. Areas of bramble and bracken scrub are allowed to develop around the meadow boundaries for additional structure. With less intensive grass cutting, over time, the site, will become more valuable for wildlife.
- 6.2.4 Part of the copse area of the site is classed as “Ancient Woodland”, meaning the copse has been wooded since at least 1600AD. Ancient woodland is an irreplaceable habitat and the copse contains a number of “Ancient Woodland Indicator Species” including bluebell, wood anemone and wild cherry. Vandalism of the woodland (including biking, fires and garden waste dumping) has unfortunately led to severe damage of the copse. Positive management however, including some coppicing in the northern part of the

site, has resulted in a diverse ground flora and allowed the persistence of some ancient woodland indicator species.

6.2.5 A series of surveys, carried out as part of the Townhill Park Estate Regeneration project, have identified a number of potential bat roosts within mature trees in Frogs Copse and the meadow. There is suitability for a range of species including birds, invertebrates, small and large mammals and reptiles. Ad-hoc sightings of wildlife are diverse and include UK and Hampshire Biodiversity Action Plan (BAP) species, along with a number of local notable species including, song thrush, bullfinch, buttoned snout moth, various bat species, stag beetle and local priority species including slow-worm and green and purple hairstreak butterflies.

6.3 Heritage - Brief History of the Park

6.3.1 The area now known as Frogs Copse shows up on historical maps pre-1940 as being a large field, interspersed with trees and divided by hedgerows. It was once farmland attached Townhill House, managed by Lower Townhill Farm. The wet area of the site north-west of the woodland) was probably a farm pond which was culverted when the Cutbush housing estate was constructed. The land was sold to SCC in the 1940's and the housing estate was built around Frogs Copse in the late 1950's. The wooded area of the site appears on maps dating back to 1870 and is likely it has been continuously wooded. Some of the site, particularly in the south near Cornwall Road, experienced bomb damage during World War II.

7 Community Involvement

7.1 Friends' Group

7.1.1 An informal Friends of Townhill Park Environment group is being developed with help from SO18 Big Local and the SCC Ranger Team. Various events have already been held, including volunteer events helping with habitat management, pond dipping, bat walks and educational days, to help increase awareness of the sites, build up an appreciation for nature of people's doorsteps and rally interest. The group can be contacted via their Facebook page, <https://www.facebook.com/FOTPE>, or on friendsoftpenvironment@gmail.com

7.2 Feedback about the site

7.3 A "User Feedback Form" is included in Appendix 10. This form ensures a consistent approach is taken by the council to record feedback across all the council's Green Flag parks.

7.4 Public Consultation

7.4.2 The council ran a public consultation exercise in May 2021. Questions were designed to ascertain the reasons people visited Frogs Copse and Cutbush Pond, how often they visited and for what purpose. Comments were also invited in relation to the future management of the site and what people wanted out of Frogs Copse and Cutbush

Pond. The results of that public consultation have been taken on board within the Action Plan (Section 11).

8 Marketing

8.1 Website and social media

8.1.1 Frogs Copse can be found on the SCC website, with basic information being given about its location and what facilities are there. Cutbush Pond information will be added to the SCC website.

8.2 Events

8.2.1 Events are advertised in local press and in posters, leaflets and newsletters and via the SCC Parks Volunteers and Friends of Townhill Park Environment mailing lists. Further events in Frogs Copse and Cutbush Pond will be used to promote the parks more widely.

8.2.2 All events are publicised through the Discover Southampton web site which is set up through a partnership with the Council and local businesses <http://www.discoversouthampton.co.uk/visit/whats-on>. Events are also locally advertised in the information board at Frogs Copse.

9 Management

9.1 Routine maintenance

- 9.1.1 Routine management work, which currently consists of regular mowing of the footpaths and picnic area at Frogs Copse and ensuring entrances are clear and the site is accessible is undertaken by the SCC Maintenance (Eastern) Team (Appendix 6).
- 9.1.2 The formal and informal play areas at Frogs Copse are maintained by the SCC Landscape Team.
- 9.1.3 Bins are emptied and maintained by the Maintenance Team.
- 9.1.4 The Ranger team and Community Campaigns Officer have undertaken a range of conservation tasks with volunteers which includes scrub coppicing, removal of tree saplings from the meadow areas at Frogs Copse and Cutbush Pond, cutting back raspberries and removal of fly tipping.
- 9.1.5 The information board at Frogs Copse will continue to be maintained by SO18 Big Local until March 2024, and beyond that by Friends of Townhill Park Environment.
- 9.1.6 Significant habitat restoration work and then future routine management is required at Cutbush Pond to bring it back into a desirable condition. The meadow area is to continue to be managed as open grassland, with cutting and collecting of arisings in August. The small area of scrub on the south-western edge of the meadow should continue to be controlled to ensure it does not increase in size and encroach into the meadow area. All saplings in the meadow will continue to be removed, as required. (Appendices 8 and 9).

10 Actions and Recommendations

10.1 Measuring success and progress towards Green Flag criteria

10.1.1 The following action plan provides targets and goals to work to ensuring continual improvement of the park. It includes actions for all stakeholders and our successes are recognised within the “Progress/Comments” section of the plan.

11 Action Plan for 2022-2026

11.1.1 These Action Plans are dynamic working documents that are reviewed and updated annually. Some proposed actions are inspirational and will depend upon sourcing adequate funding, in collaboration with the Friends Townhill Park Environment. Some of the proposed management in the tables is derived from Capita's Townhill Park Regeneration Green Infrastructure (GI) Mitigation drawing (reference: LA 000 700 dated 12th December 2015). Although the plan has been ordered according to Green Flag criteria, several of the actions fall under more than one heading.

Frogs Copse and Cutbush Pond

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
<i>Welcoming Place</i>					
Signage strategically located around the Townhill redevelopment area to direct people to Frogs Copse and Cutbush Pond	Lindsay McCulloch	SCC Open Spaces	S106 funded	Phase 1, 2 & 3 mitigation – Before September 2022	Develop existing designs from Shoreburs Greenway
Waymarking signs. Located at Woodmill Lane and Marlhill Close entrances	Lindsay McCulloch	SCC Open Spaces	S106 funded	Phase 1 & 2 mitigation	Waymarking signs to include location of all access points into the site
Interpretation signs. To include “you are here” marker and biodiversity information (specific to where the sign is located) x 3 signs	Lindsay McCulloch	SO18 BL	tba	2023	Use same design as signs at Shoreburs. Signs needed for Frogs Copse (woodland and meadow areas) and Cutbush Pond
Regularly mown area near Halstead Road entrance to provide informal “picnic area” at Frogs Copse	Senior Ranger	SCC Open Spaces	S106 funded	Phase 1 mitigation Ongoing	This area will need to be added to the mowing maps

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
Introduce a “nature trail” at Frogs Copse	Lindsay McCulloch	SCC Open Spaces	HLS, S106 funded	Phase 1 mitigation	
Introduce natural play areas at Frogs Copse (three locations around the boundary – exact locations and design to be confirmed)	Matthew Lovell	SO18 Big Local, SCC Open Spaces	S106 funded	Phases 1 (late spring 2022), 2 & 3 mitigation	Progress started in 2022
Surface East/West footpath between Kingsdown Way and Woodmill Lane	Lindsay McCulloch	SCC Open Spaces, Lindsay McCulloch, Nick Yeats	S106 funded	Phase 1 mitigation	Completed 2020
Footpath from Meggeson Avenue to Frogs Copse	Lindsay McCulloch	SCC Open Spaces, Lindsay McCulloch, Nick Yeats	S106 funded	Phase 3 mitigation	
Improve existing north-south footpath along western edge of Frogs Copse to ensure it can be used all year round – install drainage in boggy area.	Lindsay McCulloch	SCC Open Spaces, Lindsay McCulloch, Nick Yeats	Revenue	2022	Drainage and surface improved - completed Summer 2023
“Meadow” planting along northern, eastern and southern-eastern edges of Frogs Copse within the formal amenity grassland (at Kingsdown Way entrance, footpath entrance of Meggeson Avenue and Marlhill Close entrance)	Matthew Lovell and Lindsay McCulloch	SCC Open Spaces, Lindsay McCulloch, Nick Yeats	Green City Wildflower Capital Funding	2022/23	Cuckoo flower and other wildflower species suitable for damper conditions were planted during a volunteer event in April 2022. Monitor to gauge success.
Review accessibility at entrance created at Old Farm Drive to stop motorbike access at Frogs Copse	Nick Yeats	SCC Open Spaces, Matthew Lovell,	tba	2023	This is a city-wide issue that needs to be tackled with help from the police and City Welfare Officers.

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
		Cliff Brown, Nick Yeats			
Natural style benches around the edges of Frogs Copse site	Matthew Lovell	SO18 BL, SCC Open Spaces	SCC Open Spaces	2022	To be constructed from logs. To be located near to informal play areas – exact number and locations to be determined
Install gabion viewing platform at Cutbush Pond	Matthew Lovell	Cliff Brown	tba	2024	
Remove old bench and replace with two clarendon benches, new bin, new interpretation signs (meadow and pond), remove old timber posts and rail around pond, install dead hedge at pond, install new Paramesh fencing - Cutbush Pond	Matthew Lovell	Cliff Brown	tba	2024	
Manage meadow area next to Cutbush Pond to control scrub and remove saplings. Cut and collect arisings each August.	Lindsay McCulloch	Senior Ranger		Ongoing	2022 Volunteer task – removal of saplings
<i>Healthy, safe and secure</i>					
Formal play area at Marlhill Close has been updated with play equipment from Ozier Road. This will be removed once it has come to the end of its life in terms of safety	Matthew Lovell	SCC Open Spaces	tba	Phase 2 mitigation	
Remove vegetation from steps at Frogs Copse leading up to fixed play area and along drainage gulley north	Matthew Lovell Martin Willcox	SCC Open Spaces	Area Ops Team Budget	2022	

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
of steps to improve drainage and reduce flooding					
<i>Clean and well maintained</i>					
Remove fly tipping at Frogs Copse and Cutbush Pond	Community Campaigns Officer	SCC Open Spaces, local community, SO18 Big Local, Community Campaigns Officer	n/a	Phase 2 mitigation	Fly tipping removal volunteer tasks in 2022 and 2023 at Frogs Copse and Cutbush Pond. Continue as and when necessary as volunteer task.
Review the positions of the bins at Frogs Copse. At least one bin requires re-positioning as it was installed the wrong way round. Empty bins on frequent basis.	Martin Willcox/ Matthew Lovell	SCC Open Spaces	n/a	Ongoing	These have tended to not be emptied on a sufficiently regular basis and have also become overgrown
Signs at Woodmill Lane and Marlhill Close entrances to include "clean up after your dog, no fires, bbq's etc".	Community Campaign Officer	SCC Open Spaces, SO18 Big Local, Cliff Brown	n/a	2022	Dog fouling is a significant issue
Mowing of pathways across the meadow and along edge of Frogs Copse, appropriate management of meadows at Frogs Copse and Cutbush.	Senior Ranger	SCC Open Spaces	n/a	Ongoing	
Mowing and maintenance of vegetation around bins and entrances	Martin Willcox	SCC Open Spaces	n/a	Ongoing	
Provide additional bin at Kingsdown Way entrance	Martin Willcox	SCC Open Spaces	SCC Open Spaces	2022	

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
<i>Sustainability</i>					
All green waste is recycled. It is either collected and shredded for use as mulch or composted on site	Martin Willcox	SCC Open Spaces	n/a	Ongoing	
The use of chemical products is minimised as much as possible by correct application. Only targeted Eco plugs to be used in nature conservation areas (Frogs Copse woodland, meadows, pond)	Martin Willcox	SCC Open Spaces	n/a	Ongoing	Council is revisiting its pesticide policy
Safe working procedures are in place when using pesticides, herbicides and fertilisers	Martin Willcox	SCC Open Spaces	n/a	Ongoing	
Only chemicals from an approved list are used.	Martin Willcox	SCC Open Spaces	n/a	Ongoing	
<i>Conservation and heritage</i>					
Strengthen planting along eastern woodland edge to discourage access into Frogs Copse	Lindsay McCulloch	SCC Open Spaces	HLS part funded (HC16)	Phase 1 mitigation	
Coppice selected trees in Frogs Copse to encourage development of a ground flora and successional areas of scrub to enhance habitat diversity	Lindsay McCulloch	SCC Open Spaces	HLS part funded (HC16)		Check deer grazing pressure. A few hazel stools coppiced Feb, 2023, on Western woodland edge (behind raspberries)
Remove selected sycamore trees within Frogs Copse	Lindsay McCulloch	SCC Open Spaces	HLS part funded (HC16)		Smaller sycamores removed by volunteers November 2022. Stumps treated with Eco plugs

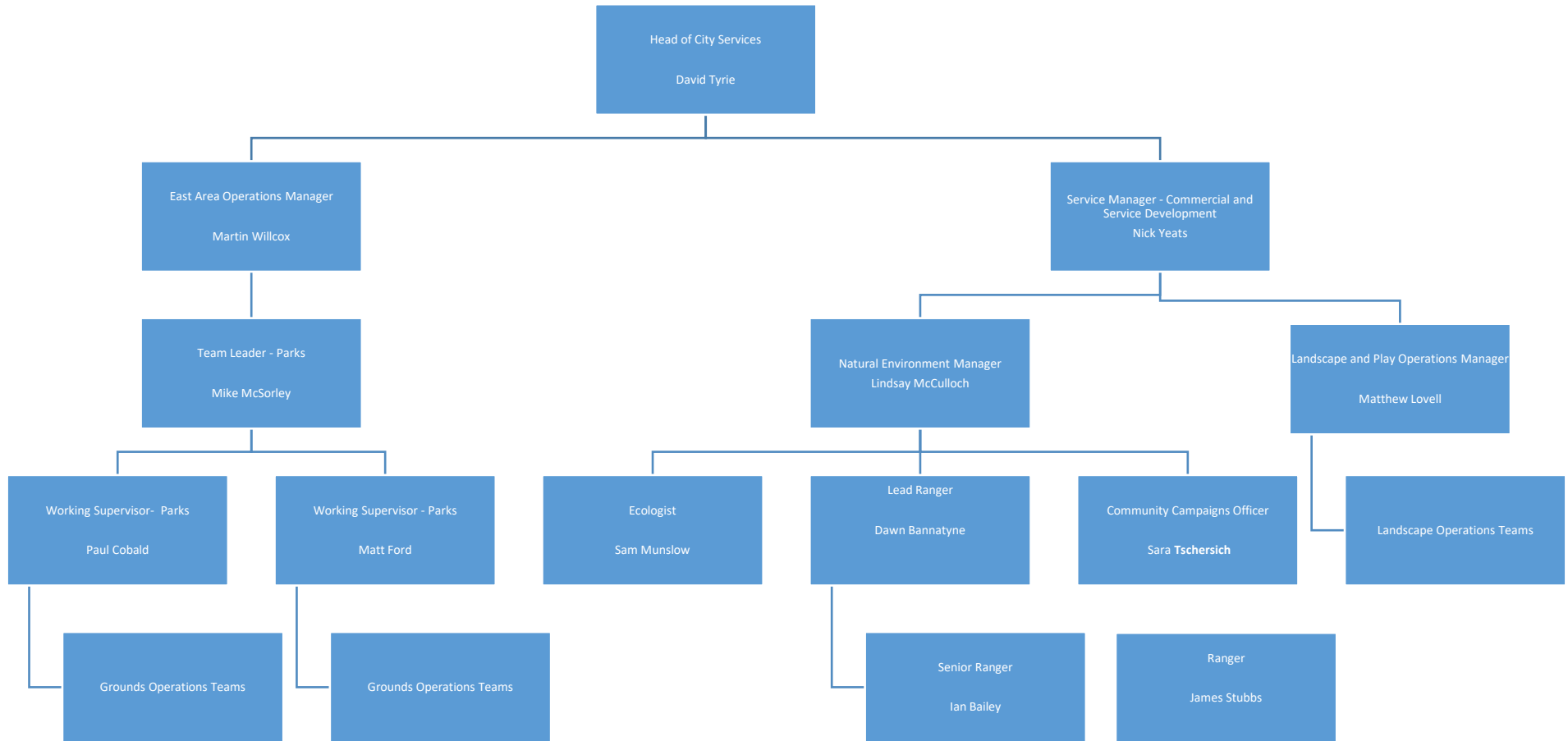
Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
Clear along western and southern boundaries of Frogs Copse to encourage streamside vegetation to colonise	Lindsay McCulloch	SCC Open Spaces	HLS part funded (HC16)		
Continue management of Frogs Copse and Cutbush Pond meadow areas for invertebrates and reptiles to ensure they retain tussocky nature	Lindsay McCulloch	SCC Open Spaces	HLS part funded (HK16)	Ongoing	
Removal of saplings and scrub within Frogs Copse and Cutbush Pond meadow areas to avoid succession into woodland	Lindsay McCulloch	SCC Open Spaces	(HLS part funded (HK16)	Ongoing	Volunteer tasks carried out December 2022, October 2023 (Frogs Copse) and January 2023 (Roundhill Meadow and Cutbush Pond)
Actively manage raspberry bushes along eastern edge of meadow and western edge of Frogs Copse	Community Campaigns Officer	SCC Open Spaces, Campaigns Officer, SO18 BL	n/a	2022 and ongoing	Tractor cut raspberries Feb. 2023
Removal of trees around Cutbush Pond	Lindsay McCulloch	SCC Trees Team	£5k	2023	Costs collated
De-silting and enlarging of Cutbush Pond, install gabion dipping platform	Lindsay McCulloch	Martin Lovell	£25k	2023	Costs collated
Replace existing meadow interpretation sign, new pond interpretation sign, remove existing bench and replace with two Clarendon benches, new litter bin, existing timber post and rails, install dead head to cut off desire line to old viewing platform	Lindsay McCulloch	Martin Lovell		2023	Costs collated

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
Improved management of grassland Roundhill Close. Cut and collect in August. Monitor.	Lindsay McCulloch	SCC Open Spaces, Campaigns Officer			Community Campaigns Officers has added this site to the 2023 volunteer programme. Scrub and saplings removed by volunteers February 2023
Improved management of verge habitat at Middleton Close. Cut and collect in August. Monitor.	Lindsay McCulloch	SCC Open spaces			Area needs adding to SCC "meadow" sites inventory.
Infill planting with native species to strengthen habitat corridor along Cutbush Lane.	Lindsay McCulloch	Martin Lovell			
<i>Community involvement</i>					
Develop and support a Friends of group and be guided by them to prioritise spending of S106 money	Senior Ranger	SO18 Big Local, Campaigns Officer	n/a	2021/2022 – ongoing	Various community engagement events during 2021 and 2022 to try and establish contacts for Friends of group (in part)
Participation in wildlife species surveys such as reptile, butterfly, moth, bird, bat walks, other invertebrate surveys and a Bioblitz	Senior Ranger	SO18 Big Local, Friends Group, SNHS (and/or other local group/s), Better Neighbourhoods	n/a	2022/2023	Bat walk took place in August 2022
Nature days	Senior Ranger	Friends Group, SO18 Big Local,	n/a	Ongoing	Nature-focussed community engagement events took place throughout Summer 2021, 2022 and 2023 – lead by SO18 BL, supported by SCC
Encourage local schools to use parks as a learning resource	Senior Ranger	SO18 Big Local	n/a	Ongoing	


Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date <i>(Reference to Phases is taken from the Capita GI Mitigation drawing)</i>	Progress/Comments
Regular litter picks	Community Campaigns Officer	Friends Group, SO18 Big Local,	n/a	Ongoing	Timing dependant on formation of Friends of group. CPB can be utilised. Litter pick of Cutbush Pond undertaken by volunteers February 2023
<i>Marketing</i>					
Ensure the council website is kept up to date with information and event updates and advertise where appropriate	Lead Ranger	SO18 BL, SCC communications staff	n/a	Ongoing	Social Media, website, Facebook - identify all appropriate marketing methods
Leaflet drop to local residents of new estate to raise awareness of sites as amenity resources	Senior Ranger	SO18 Big Local, Friends Group	n/a	Phases 1, 2 & 3 mitigation	
Inclusion of Frogs Copse and Cutbush Pond on permanent local area maps within Townhill redevelopment	Nick Yeats	SO18 Big Local,	tba	Phases 1, 2 & 3 mitigation	
<i>Management</i>					
Habitat at Frogs Copse and Cutbush Pond to be monitored to inform ongoing management					

Appendix 1 – Staff Structure

Staff Structure



Appendix 2 – Example Risk Assessment

Volunteer Risk Assessment								 SOUTHAMPTON CITY COUNCIL		
Description of Job/Task being assessed:		Volunteer Conservation & Monitoring Tasks								
Directorate	Transactions & Universal Services			Division	City Services	Section	Environment and Ecology	Risk Assessor(s)		
Ref no	001	Location/Site	Various					Date	November 2021	
What are the hazards?	Who might be harmed and how?	What are you already doing?			What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
Unfamiliar location General emergency	Staff & Volunteers	Task Leaders to give a full Health and Safety briefing at the beginning of each session with a designated muster point decided and communicated Volunteers are reminded to stay in sight of the group Task Leaders to be aware of nearest accident emergency hospital First aid kit and first aider must always be on site. First aid kits are checked to ensure all items relevant to the task are present and in date				Task Leader Volunteers	Each volunteer task		Med	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
		<p>A charged mobile phone should always be available</p> <p>All Task Leaders to ensure volunteers have understood and confirmed receipt of safety instructions in writing before they start work by signing in with their arrival time. Monitor activity and adherence to safety instructions throughout the task</p> <p>All accidents/incidents and near misses should be reported and recorded in appropriate log. A member of staff must log any incidents reported on to SCC's HSMS</p>						
Lone Working	Staff and Volunteers Injury/personal attack	<p>Lone working should be discouraged wherever possible</p> <p>Ensure Task Leaders know where volunteers are working</p> <p>Any volunteers that are asked to work alone should have a fully charged mobile phone</p> <p>Volunteers are told to avoid any confrontation with members of the public, refer them to the task leader if applicable and leave the scene immediately</p> <p>Keep personal valuables out of sight</p> <p>Task Leader to carry out a head count when changing location, at break times and at the end of every session if applicable</p> <p>Any violence or abuse should be reported to the Task Leader and then a member of</p>		Task Leader Volunteers	Each volunteer task		Med	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
		staff must log this incident on SCC's HSMS						
Manual Handling	Staff & Volunteers Musculoskeletal injury	Volunteers to be briefed prior to commencement of task, explain basic manual handling techniques. Volunteers to avoid lifting heavy loads on their own and ask for help or use mechanical aids. Avoid twisting/straining Volunteers to take regular breaks during the session		Task Leaders Volunteers	Each volunteer task		Med	
Slips Trips & Falls	Employees and volunteers Cuts, grazes, bruising and fractures Wet or uneven ground	Staff to wear safety footwear. Volunteers advised in writing prior to event to wear appropriate, sturdy footwear Safety talk to advise of risks and any areas that should be avoided Site surveyed prior to starting task. Task Leaders to discuss terrain and any areas of the site that volunteers should be aware of		Task Leaders Volunteers	Each volunteer task		Med	
Hand tools	Employees and volunteers Cuts, skin punctures, bruising, crushing	Inspect hand tools before and after each use, tools to be maintained in good working order Provide users with any safety information and only use the correct tool for the task being carried out Wear appropriate hand protection for the tasks. If wet, leather gloves are not permitted for use with swinging tools		Task Leaders Volunteers	Each volunteer task		Low	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
		<p>Ensure a firm and stable stance/base and wear appropriate footwear for the task</p> <p>All unused equipment to be stored in a designated place; volunteers to use only what is necessary to avoid excess equipment lying around</p> <p>First aid kit available</p>						
Working near power tools	<p>Employees, volunteers and members of the public</p> <p>Injury from flying debris</p> <p>Noise</p>	<p>Cone/tape or cordon off area where power tools are being used. Volunteers to maintain a safe distance from marked area</p> <p>All to take particular care to keep area safe and tidy</p>	Volunteers to be issued with earplugs for use when near machinery	<p>Task Leaders</p> <p>Volunteers</p>	Before next applicable task		Low	
Removal of vegetation at low level and above ground level	<p>Employees and volunteers</p> <p>Puncture wounds from hidden hazards i.e broken glass</p> <p>Scrapes, puncture wounds, cuts from vegetation</p> <p>Eye injury from low vegetation, including grasses, low branches and saw dust</p>	<p>Appropriate protective gloves and goggles to be issued to all volunteers</p> <p>Site checked for potential hazards prior to starting task by Task Leaders</p>		Task Leaders	Each volunteer task		Low	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
	<p>Strains from overreaching</p> <p>Injury caused by falling vegetation (branches)</p> <p>Improper use of tools, including loppers and saws</p> <p>Allergy to some plant types</p>							
Working by water	<p>Employees and volunteers</p> <p>Slips, trips and falls causing drowning, ingestion of dirty water, cuts and abrasions</p> <p>Injury from submerged items</p> <p>Hypothermia</p> <p>Weil's disease</p>	<p>Survey site prior to activity. Check bank for hazards and ascertain depth of water and any uneven ground or vegetation that may be a trip hazard</p> <p>No lone working around water sites a minimum of two volunteers and buddy system in place</p> <p>Throw bag to be available if water is above 1 metre or is moving water</p> <p>Do not undertake work if water levels are abnormally high or fast</p> <p>Sturdy footwear with good grip and appropriate clothing must be worn</p> <p>Any existing cuts and abrasions must be covered with waterproof dressing, use of barrier cream</p> <p>Close supervision by Task Leader to ensure volunteer welfare</p> <p>Hand washing facilities available and thorough hand washing at home strongly advised</p>	<p>If work is taking place after dark there must be a separate risk assessment</p>	<p>Task Leader</p> <p>Volunteers</p>	<p>Each volunteer task</p>			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
		Information provided for signs of infection that could occur after the event						
Hot / Cold Weather Injuries Strong winds	Employees and volunteers. Sun burn/Heat Stroke Chills/excessive cold Falling dead wood, swaying trees	Sun block provided Drinking water available Information sent with details of task. Appropriate clothing advised - Layers of warm, waterproof clothing in winter, or thin light clothing preferably with sleeves, sunhat in the summer	A dynamic risk assessment should be carried out prior to starting any task and throughout. In severe weather work should be stopped. Woodland work to be avoided in strong winds Volunteers to be monitored and advised to stop work if too hot/cold	Task Leader Volunteers	Each volunteer task		Low	
Working after dark	Employees and volunteers: Injury by hidden hazards including trips and falls Eye injury from vegetation Activities of others	Area to be checked in daylight and potential hazards to be identified or removed When able torch or other artificial light should be used No lone working, groups to stay together at all times Task to be abandoned if risks deemed too high	High visibility jackets to be worn	Task Leader Volunteers	Before next applicable task			
Dogs and other animals	Employees and volunteers: Bites Toxocariasis caused by ingestion of faeces	All staff and volunteers to be made aware of possible dog activity Hand washing facilities made available at all tasks. Care should be taken before eating/drinking/smoking. Seek medical attention if any symptoms occur		Task Leader Volunteers	Each volunteer task		Low	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
Insect bites	Employees and volunteers Swelling Allergy/Anaphylactic shock Lyme's disease	Cone/tape or cordon off any areas with known nests Volunteers to report any allergies before task commences including necessary treatment/emergency contact Advise against bare skin and thorough check after task Safety talk to include risk of Lyme's disease and how to safely remove ticks Volunteers advised to monitor area of skin and general health closely for up to six weeks after task has finished if they get a tick bite and to seek medical attention if any symptoms occur		Volunteers Task Leader	Each volunteer task		Low/med	
Working near the road	Noise Pollution Accident with a moving vehicle	Minimise time spent by the roadside Banksman required for vehicle movement Work signs and cones to be used to set up work site	High visibility jackets to be worn	Task Leader Volunteers	Each volunteer task		Med	
Litter	Cuts, scrapes infections	Appropriate gloves to be issued to all volunteers Litter pickers and hoops to be used If larger items have to be picked up by hand they need to be inspected for hidden sharps, soiling or vermin beforehand by using a litter picker or other suitable equipment (e.g. spade/fork) Volunteers to alert Task Leader to any sharps (such as needles) that need		Task Leader Volunteers	Each volunteer task		Low/med	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done	Residual Risk	RAG
		removing. Any suspicious bags/items should also be reported to Task Leader and not touched/moved by volunteers Sharps box to be available Hand washing facilities to be available						
Line manager (print/sign):		Date	November 2021	Next Review Date	September 2022			
Line manager (print/sign):		Date	September 2022	Next Review Date				
Line manager (print/sign):		Date		Next Review Date				
Volunteer Lead (print/sign)		Date						

Appendix 3 – Key Stakeholders

List of Key Stakeholders

Local Councillors

Friends of Townhill Park Environment

SO18 Big Local

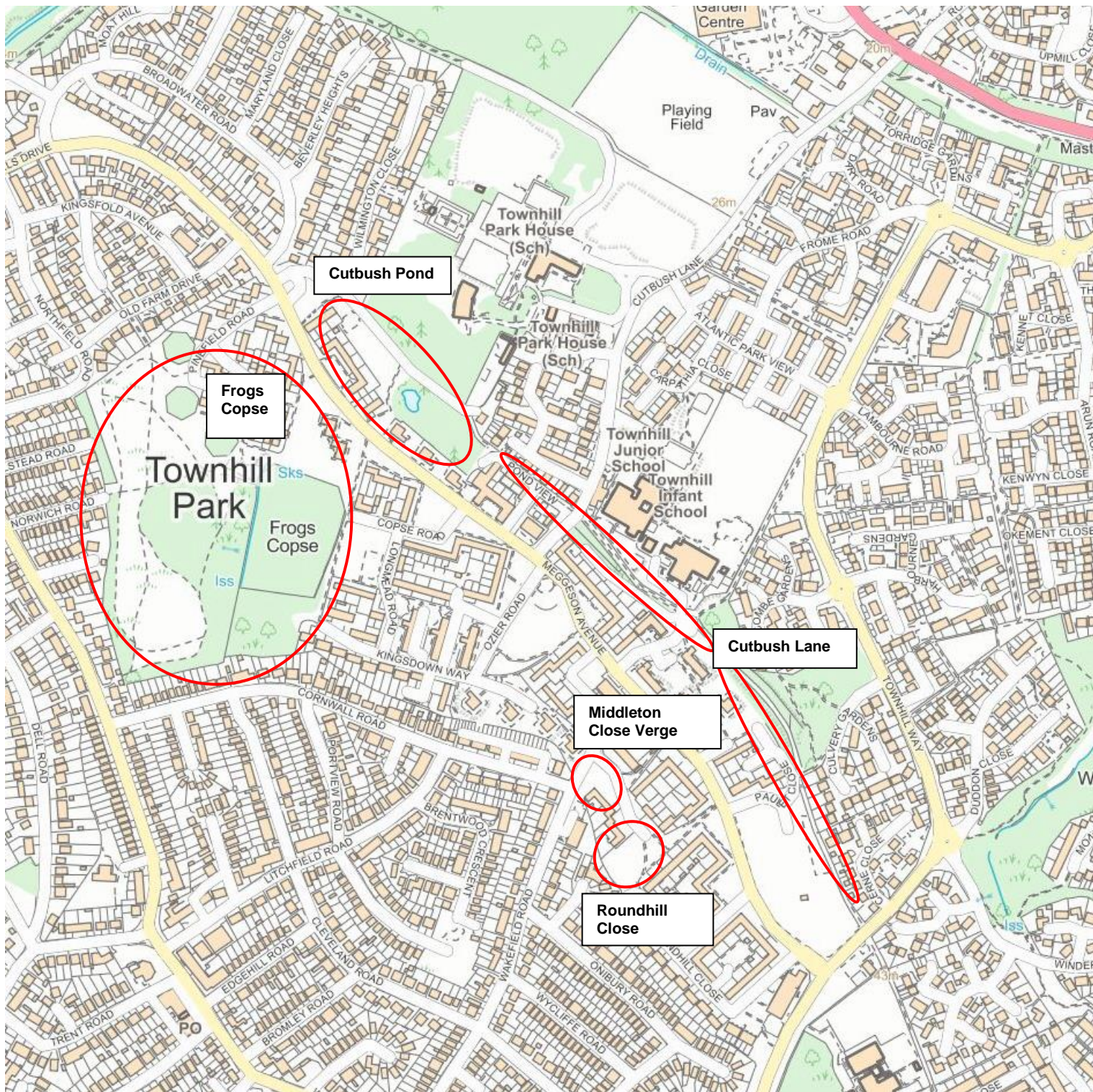
Hampshire and Isle of Wight Wildlife Trust

The Police

Southampton City Council East Area Grounds Maintenance Team

Southampton City Council Ranger Team

Appendix 4 – Location Map



Appendix 5 – Frogs Copse Phase 1 Habitat Map



Appendix 6 - Frogs Copse Existing Mowing Regime Map

Plan showing approximate locations of footpaths on Frogs Copse



0 20 40 60m

1:2500

Appendix 7 – Frogs Copse Biodiversity Management Statement

Site name: Frogs Copse and Meadow

Boundary: Woodmill Lane (west), Cornwall Road (south), Northfield Road/Old Farm Drive (north), Marlhill Close/Copse Road/Longmead Road/Kingsdown Way (east).

Central Grid Reference: SU44791478

Area: 7 hectares

Bedrock: Sand (meadow). Bagshot sands/London clay (woodland)

Neighbourhood area: East

Designation: Site of Importance for Nature Conservation (SINC). Public Open Space. Natural Greenspace. HLS

Legally Protected species: Bat species (various), badger, slow-worm, nesting birds (various)

UK BAP Species: Song thrush, bullfinch, buttoned snout moth and various bat species

Hampshire BAP species: Buttoned snout moth, bullfinch, song thrush and stag beetle

Hampshire Priority Habitat: Lowland mixed deciduous woodland (part of the woodland is listed on the Ancient Woodland Inventory)

Local Priority Wildlife: Slow-worm, large trees, butterfly species (including green and purple hairstreak, meadow brown, marbled white and red admiral) and bird species (including carrion crow, robin, chiffchaff and blackbird)

Other noteworthy species regularly recorded: Breeding common frog, golden ringed dragonfly, grey wagtail. A total of 14 ancient woodland indicator species were recorded in the 2017 HBIC SINC survey (mainly limited to the ancient woodland area of the copse)

Species recorded as occasional visitors/vagrants: Waxwing, redpoll, white admiral butterfly, hummingbird hawkmoth, small grass emerald moth

Important habitats: Remnant ancient woodland, alder woodland, wet flush, acid scrub, rough improved grassland

Notes on Public use:

The lack of any on-site lighting (although there is considerable night-glow from surrounding areas) enables bats to feed and (likely) roost within the woodland. High levels of disturbance (including vandalism) have led to habitat degradation in the copse. The entire site is used by dog walkers/walkers and there are currently a number of entrances (both formal and informal) around all site boundaries.

Community group stakeholders:

SO18 Big Local involvement to date, and newly forming Friends of Townhill Park Environment group. Bitterne Park Secondary School and the Schools Conservation Volunteers have carried out some work in the past.

Major concerns for management:

The eastern boundary of the woodland is particularly vulnerable to increased access with associated dumping of garden rubbish, vandalism (including fires), severe ground erosion from cycles and motorbikes and is also subject to rough sleepers resulting in “make-shift” camps. This extensive access into the woodland has led to significant damage to the majority of the ancient woodland flora and pond and significant disturbance to the badger sett (many sett entrances have been blocked up with logs/rubbish). Topography of the woodland floor has been altered to make “cycle jumps”. Lack of woodland management has resulted in sycamores taking over from the native hazels and alder, with saplings shading out the acid scrub and grassland and species supported by these habitat types (ie. Green hairstreak and common blue butterfly).

Management change opportunities:

Creation of “edge” effect around the boundaries of the “meadow” and wooded areas (north-east and east).

Varied mowing regimes of the “meadow” to encourage wildflowers and provide refuge areas. Positive management is already taking place but more regular mowing in some areas of the site would create greater structural/habitat diversity and lead to a higher herb presence. Sowing of yellow rattle would reduce dominance of grasses. Increase mowing in some areas of meadow to two/three times per year to encourage herb species. Scarifying some areas of the grassland to break up the thatch and soil surface to provide greater opportunities for herbs (discreet areas only to ensure site retains suitability for slow-worm population). Removal of tree saplings within meadow areas is, and will continue to be needed, to ensure meadow remains open and does not succeed to scrub/woodland.

Infill planting with scrub species between the existing hedgerows to provide a more continuous habitat and protect boundaries (focussing on the eastern woodland edge in the first instance to reduce access into the copse). Restoration

of stream and pond by removal of silt. Removal of invasive species including sycamore from the woodland to encourage alder woodland and acid scrub regeneration, (particularly along the edge of the stream) and removal of Himalayan balsam from the copse. Consider removal of oaks in the centre of the site which are part of a remnant central hedgerow.

Community involvement opportunities:

Pond restoration and clearance of saplings from the stream and acid scrub areas. Himalayan balsam pulling. Participation in wildlife species surveys such as reptile, butterfly, moth, bird, bat walks/transects, other invertebrate surveys, a bioblitz.

Friends of Townhill Park Environment group is newly forming and will liaise with the Ranger team and Campaigns Officer relating to opportunities for volunteer involvement.

Biodiversity Statement

In order to improve the biodiversity on this site the following actions are recommended:

Continue with the current height of mowing across the majority of the grassland areas of the site to encourage a longer sward and therefore species diversity of flora and fauna. The sward height grades from short to longer along the edges of the informal “pathways”. The width of these informal pathways should be around five metres (depending on the space available and the species present).

Clear along western and southern boundaries of copse to encourage streamside and acid scrub/grassland flora and fauna.

Thin the canopy in the woodland around the two ponds (flushes) to enable wetland habitat to develop. Coppicing to take place within the southern and western areas of the woodland (this has been carried out in the northern and north-western sections of the copse already).

Remove selected sycamore trees to encourage native species regeneration and to reduce seed drop.

Strengthen the boundary along the southern and eastern boundaries to reduce public access and levels of vandalism. Encourage access to the meadow area by installing “informal” play areas around the edges, away from the tussocky grassland.

Remove fly tipped rubbish and garden waste. Encourage local awareness of the importance of the site for wildlife and the detrimental effects garden waste can have on biodiversity to instil a sense of pride. Friends of Group will help deliver this aim.

Other proposals: Interpretation boards (x4) within the meadow and edge of woodland. Signs to the site to lead residents to Frogs Copse. “Meadow” planting

along northern, eastern and southern-eastern edges of the copse within the formal amenity grassland. (Refer to Capita drawing reference 000-700-P3 dated 21st December 2015).

Consider how the site could be linked to Riverside Park/Townhill Park/Bitterne Park/Meggeson Pond via signage and planting – link actions to Green Grid (part of Green City Plan).

Appendix 8 Cutbush Pond Phase 1 Habitat Map



Appendix 9 Cutbush Pond Biodiversity Management Statement

Site name: Cutbush Pond (and meadow)

Boundary: Meggeson Avenue (southern boundary) and Hillgrove (northern boundary)

Central Grid Reference: SU44149996

Area: 0.84 hectares

Bedrock: London Clay Formation: clay, silt and sand

Neighbourhood area: East

Designation: Public Open Space. Natural Greenspace. HLS (meadow). SCC Meadow Area.

Legally Protected species: Bat species (common pipistrelle last recorded in 2022), slow-worm, nesting birds (various)

UK BAP Species: Common pipistrelle, song thrush

Hampshire BAP species: Song thrush

UK and Hampshire Priority Habitat: Semi-improved grassland, wet woodland, open standing water

Local Priority Habitat/Species: Slow-worm, holly blue, orange-tip and red admiral (butterflies), common darter, emerald, azure, blue-tailed, emperor (dragonflies and damselflies), large trees and purple toothwort (plant).

Other noteworthy species recorded: Breeding common frog, nuthatch, siskin, stock dove, wren, long-tailed tit, house sparrow, grey wagtail, grey heron, great-spotted woodpecker, great tit, dunnock, chiffchaff, bullfinch, blue tit and blackbird.

Notes on Public use:

The lack of any on-site lighting (although there is considerable night-glow from surrounding areas) enables bats to exploit the site for feeding and commuting;. High levels of disturbance (including vandalism, fly tipping and dog fouling) have led to habitat degradation.

Community group stakeholders:

SO18 Big Local involvement to date, Friends of Townhill Park Environment group. Volunteers, Bitterne Park Secondary School and the Schools

Conservation Volunteers have carried out some work in the past. Community involvement events, including litter picking, pond dipping and a bat walk, were held at Cutbush Pond in 2021 and 2022.

Major concerns for management:

The south-eastern and south-western boundaries of the woodland are particularly vulnerable to dumping of garden rubbish and vandalism. Lack of any routine/planned site management has resulted in the pond significantly reducing in size, becoming woodland and sycamores are taking over from ash and hazel. The pond suffers from rubbish being dumped in it. The stickleback in the pond will predate on frog spawn and aquatic invertebrates.

Management change opportunities:

Cutbush Pond will undergo silt removal, tree clearance and scrub clearance. The pond area will be enlarged. Two new Clarendon benches will be installed at the north-western edge of the pond. A new litter bin will be installed in the north-western corner of the site at a location immediately off Hillgrove Road. The "Managed for wildlife" sign in the adjacent meadow area will be replaced. The existing timber post and rail fence at the north-western end of the pond (previously leading to a viewing platform) will be removed and a dead hedge introduced to cut off access to this area of the pond. New Paramesh green fencing will be installed to enclose the entire pond area apart from the north-western edge which will remain accessible. At this end of the pond, a gabion viewing platform will be installed to provide access for the public to view and enjoy the pond. The dead hedge will be introduced along the to cut off desire line to the former viewing platform. A new interpretation board will be located just to the side of the gabion viewing platform.

Community involvement opportunities:

Sapling removal within meadow area. Participation in wildlife species surveys such as reptile, butterfly, moth, bird, bat walks, other invertebrate surveys, pond dipping.

The site will be included within Friends of Townhill Park Environment Group, who will liaise with the Rangers and Community Campaigns Officer relating to volunteer opportunities.

Biodiversity Statement

In order to improve the biodiversity on this site the following actions are recommended:

Manage the meadow area to achieve the indicators by cutting and removing arisings in August each year. There must be no application of nutrients such as fertilisers, organic manures or waste materials including sewage sludge. Supplementary feeding of the meadow is not permitted. Control undesirable

species within the meadow such as creeping thistle/spear thistle/curled dock/broad-leaved dock/common ragwort/common nettle, removing by hand.

Field operations must not damage the soil structure or cause heavy poaching. Small areas of bare ground on up to 5% of the meadow are acceptable. Take particular care when the land is waterlogged.

Once trees have been removed as part of Cutbush pond restoration, retain all standing and fallen dead wood within woodland around the pond unless it presents a genuine safety hazard.

Remove all fly tipped rubbish and garden waste within pond and woodland. Encourage local awareness of the importance of the site for wildlife and to instil a sense of pride. Friends of Townhill Park Environment group will help deliver this aim.

Consider how the site could be linked to Frogs Copse/Ozier Road open space/Riverside Park/Bitterne Park via signage and planting – link actions to Green Grid (part of Green City Plan).

Appendix 10 – Green Flag Feedback

If you would like to make any comments about this park or green space or would like to make specific suggestions and recommendations for the management plan, please complete this form or email comments to parksandstreetcleansing.services@southampton.gov.uk

Name of Park _____

Comments

If you would like to be involved in the ongoing development of this management plan and the park then please provide your contact details, which will be used solely for the purpose of contact with regards to your input into this park.

Your Name: _____





Please return this form FAO Lindsay McCulloch, Parks and Open Spaces, Civic Centre, Southampton, SO14 7LY