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# Mayfield Park Management Plan 2023 - 2027

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Produced by the City Services Division  
and key Mayfield Park Stakeholders

Updated January 2025



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# 1 Vision

**For Mayfield Park to offer an inviting, attractive, and interesting District Park. With the local community at its heart, working with the Parks team to continually improve recreation, biodiversity, events, and involvement to ensure the park continues to be 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 Mayfield Park for the future, ensuring that it meets the needs of the whole community, in line with a number of council policies. It should be considered as a “live”, workable 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 2023 to 2027 and will be reviewed at the end of this period.
- 2.1.2 The management plan has been put together by staff working in the park, Friends Groups, and involvement from other community stakeholders.
- 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 written following the criteria set down by the green flag governing body. It has been split into nine sections, the eight green flag criteria and a ninth actions and recommendations section. This helps those who are reading and interpreting the plan to understand how the management of the park fits into the criteria.
- 2.1.4 This plan will inform the future running of Mayfield Park, combining City Council Policy and legal requirements and the views of those who live, work, and enjoy the area.

### 2.2 Aims

- 2.2.1 Mayfield Park serves a wide range of functions for the local community and draws people in from further afield to use its facilities. It is a vital component to improving 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 Mayfield 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.

## 2.3 Specific Objectives for 2023/24

2.3.1 The following key objectives have been derived from the Green Space Strategy, the draft Parks and Open Spaces business plan and customer feedback and provide a focus for management in 2023/24. Specific actions to address these objectives are identified in the action plan in section 11.

- Increase community involvement in the management and maintenance of the park by continuing to work closely with volunteers, Mayfield Nursery (run by MIND) and the Bowling club.
- To maintain and improve the unique character of Mayfield Park and enhance and interpret the varied biodiversity.
- To increase customer satisfaction in Mayfield Park.
- To provide and promote key events in the park, raising environmental awareness and increasing community involvement.



“Spring into Action” event.

## 3 A Welcoming Place

### 3.1 Description of Mayfield Park

- 3.1.1 Mayfield Park is situated in the south-east of Southampton and is bounded by Wrights Hill and Weston Lane. The Park consists of the former grounds of Mayfield House and includes the local landmark the Obelisk that commemorates the radical politician Charles James Fox. The Park is part of an important green corridor in the east of Southampton linked by Greenways starting at Bursledon Road and ending up at Weston Shore. Shoreburs Greenway follows the early 19<sup>th</sup> century carriageway that linked Weston Grove House with Portsmouth Road. A map of the park can be seen on page 34 (Appendix 4). The park is shown on the council's website; <http://www.southampton.gov.uk/parks>
- 3.1.2 The Park is a large 17 ha area of formal and informal parkland with woodland walks and Grade II listed buildings. The formal planting includes azalea beds and a sizeable herbaceous planting. Facilities include football pitches, a basketball court, play area and a bowling green. The Park has two car parks and is accessible from several major bus routes.
- 3.1.3 Mayfield Park also incorporates a depot for the Parks and Street Cleansing district team working in this area of the city, using the old stable block which is a Grade II listed building.
- 3.1.4 For the purpose of the management plan and for ease of description the park has been divided into the following areas: -

#### **The Front Lawn**

At the main entrance to the park from Weston Lane, there is a formal lawn area with mixed seasonal planting, shrub beds and mature trees. There is also seating, bins and a notice board which provides information about park events and the various community groups.

#### **Bowling Green**

The bowling green is managed in partnership with the Mayfield Park Bowling Club who re-invests income into the facility. Features include herbaceous planting, a fully accessible pavilion including meeting room and public toilets.

#### **Nursery**

The old walled garden of Mayfield House is a nursery facility that is leased to Mayfield Nurseries for the Southampton Horticultural Therapy Project. Mayfield Nurseries hold several open days during the year and sell their plants to the public. They have an established café providing refreshments and light snacks, any income is re-invested in the nursery.

#### **Woodland Garden**

Informal walks through mature ericaceous beds, mixed azalea and rhododendron planting and general acid loving planting.

### **Back Lawn**

- A formal garden mixing seasonal displays with herbaceous planting, surrounded by woodland and the nursery wall.
- Large herbaceous border
- Seating and bins.

## **3.2 Recreation area**

3.2.1 The recreation part of the park contains four football pitches used throughout the season. There is also a play area and a hard-court basketball/informal kick about area. The Obelisk can also be seen at this site.

3.2.2 Facilities in Mayfield Park include:

- Bowling Green
- Therapy Nursery run by MIND
- Formal Bedding
- Herbaceous Border
- Woodland Walks
- Football Pitches
- Play Area

A map of the park showing its boundary and the various areas mentioned above can be found on page 35 (Appendix 5).

3.2.3 Between 2018 and 2021 a substantial investment was made in renovating the footpaths in the Shoreburs Greenway. The bulk of this funding, approximately £150,000, was spent resurfacing the footpaths which run alongside the stream in Mayfield Park. These paths had become boggy and impassable resulting in a long trip around surrounding roads for resident living on the western side of the park. Resurfacing, new steps and improved signage mean that it is now possible for families to access the play area and wider park on foot or by bicycle. The final stage of the project involved the reinstatement of access along the former carriage drive which means that there is now a circular route taking in the whole park. Three quarters of the funding was provided by the Local Enterprise Partnership, in conjunction with the Bird Aware Project

## **4 Healthy, Safe and Secure**

### **4.1 Health and Safety**

4.1.1 All activities undertaken by the city council at Mayfield Park are subject to risk assessment. The parks team has risk assessments in place covering the range of the team's work. The risk assessments are under regular review (at least annually) and are updated as necessary (and example is included at appendix 2). These risk assessments are included within induction training and can be accessed through the

council's intranet site as well as through paper files held at operational depots. The volunteers receive on-site briefings from qualified Rangers before commencing any maintenance task.

- 4.1.2 All play areas within the park are inspected on a regular basis to ensure that equipment is safe, and that the immediate area is suitably clean. Play area surveys are carried out by the bin collectors/litter pickers daily, once they have been trained by the Working Supervisor – Play, any faults/issues are immediately reported back to the Working Supervisor - Play. The play areas are then fully inspected on a 6-week cycle by the Working Supervisor – Play and any faults are repaired using in-house Landscape Team. The play areas then have a six-monthly detailed inspection carried out by an independent play area inspection company on behalf of the Council's insurers, again any issues/faults raised are repaired by the in-house team.
- 4.1.3 Damage or maintenance issues regarding bins, seats and signs are reported during the daily check of the park by staff working in the East Area Team. Any health and safety issues are prioritised and dealt with based on their risk to the public.
- 4.1.4 Although there is not a dedicated staff presence on site other than the formal area around the Bowling Green, the park is visited every day by litter pickers/bin collectors, who also inspect for any damage or vandalism. All 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. Staff will report any ASB/criminal damage to their line manager who in turn will make a report to the police and if it is an ongoing problem, it will also be raised with our Community Safety Team.
- 4.1.5 Property Services inspect buildings within the parks annually and any necessary maintenance is carried out. Regular inspections are carried out for water systems, gas, electrical and fire safety equipment, and the results are recorded and kept in a fireproof box on site. The public toilets are located alongside the Bowling Green entrance and are maintained by the City Services Team, any faults are reported to Property Services as identified.

## **5 Clean and Well Maintained**

### **5.1 Service Commitments**

- 5.1.1 The City Services department is responsible for managing, maintaining, and developing Mayfield Park. The department manages and maintains all Southampton's parks and green spaces in line with a set of 'service commitments' that define baseline standards of service that customers can expect to see delivered consistently across the city. The 'service commitments' were developed in consultation with community groups and key stakeholders and are written in clear and non-technical language to enable all customers to easily recognise the standards of service they can expect to see delivered within their neighbourhood. The green spaces service commitments are published on

the park's web page on the city council's website  
[https://www.southampton.gov.uk/media/gmybq5ua/service-commitments-green-2019\\_tcm63-404766.pdf](https://www.southampton.gov.uk/media/gmybq5ua/service-commitments-green-2019_tcm63-404766.pdf). Service commitments are included within staff's team appraisal targets, with local performance reported and reviewed at regular team meetings.

## **5.2 Litter and Waste Management**

- 5.2.1 Litter bins throughout the park are emptied at least 3 times a week. All general waste, including dog waste, which is placed into the general waste bins, is collected and transported directly to the local waste transfer station at Netley. Where it is distributed to the waste collection contractors various recycling and waste disposal sites.
- 5.2.2 All other waste items, such as wood, metal, plastic etc, are collected by the local teams and removed to the Depot, where they are sorted into relevant piles and then directly taken to the relevant recycling depots at Marchwood and Otterbourne.
- 5.2.3 Volunteers also help with maintaining the cleanliness of the park by collecting fly tipped items and litter and leaving it by the bins for our staff to collect when emptying the bins.
- 5.2.4 Equipment maintenance is undertaken as faults are reported.
- 5.2.5 Vandalism is prioritised based on its risk to the public, where possible immediate repairs are undertaken, but if beyond repair then either the broken item is removed or taken out of action i.e., we fence it off, until it can be replaced. For example, if a bench had been vandalised beyond repair, we would remove it and replace it as soon as one could be delivered (on average 8 weeks). This process would equally apply to play and fitness equipment. Where we have had to immobilise or cordon off equipment, we ensure signage is used to let the public and staff know what is happening in their park. Significant vandalism is reported to the police and our Community Safety Team, so it is recorded and investigated further.
- 5.2.6 Trees - Southampton's trees are regularly inspected following nationally recognised guidelines. Southampton's risk management system is called the Southampton Tree Operational Risk Management System or STORMS for short. Inspections under this policy look at hazard, based on the likelihood that a tree will fail and if it did what target there is under it. The city is sectioned according to hazard rating and trees surveyed on a timeframe relating to their hazard rating. Therefore, trees are subject to an inspection at least every four years, with high-risk trees inspected every one to two years dependant on the target.
- 5.2.7 Biodiversity value is also taken into consideration when assessing trees and wherever possible deadwood, broken branches and dead trees are left in situ to provide habitats. Where crown reductions are required, wherever possible we undertake final cuts using coronet cuts. This gives an impression of a broken branch end rather than a truncated



stump and provides extra habitats for insects. We also wire pieces of hollow trunks back into trees to provide bird and bat roosts. Where standing deadwood is near to footpaths, we regularly inspect them to ensure it is not a danger to parks users.

5.2.8 Enviro-crime and cleanliness - The Council has a proactive approach to the removal of graffiti and fly posters on land it manages. The District Teams have cleansing operatives and equipment that enables them to remove graffiti and fly posters at short notice. Protective coatings are applied to features regularly targeted, facilitating rapid removal and training and equipment is issued to 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.

5.2.9 Machinery and grounds maintenance equipment – daily check sheets are completed by the operatives using the equipment and as faults are found they are removed from service and sent to the Transport Team for repair in our in-house workshops. Each piece of machinery and equipment is annually serviced, and any repairs undertaken. Where appropriate all staff are formally trained in the use of equipment and competency tested by line managers every two years.

### 5.3 Maintenance schedule

5.3.1 A typical day for the team in Mayfield Park involves a number of daily routine tasks;

- Early morning litter pick
- Emptying litter bins
- Play area inspection
- Bowling Green inspection
- General check of the park – including inspections of seats, bins, and signs. Any damage identified and reported for follow up inspections / repair / maintenance as required
- Responding to queries from members of the public

5.3.2 In addition, other maintenance tasks are;

- Mowing (at various frequencies as per maintenance map and according to performance standards)
- Sports pitch preparation, marking and renovation
- Seat and bin maintenance
- Flower and shrub bed maintenance.
- Sweeping & removing tree debris

5.3.3 Football pitch marking is carried out once per week from September to April and nets are put out up on Friday and removed on Monday to accommodate the weekend football leagues.

5.3.4 During the winter when the amount of general maintenance is reduced the team are able to work on alterations and improvements to the park and surrounding woodland, and in particular works required under the park's Biodiversity Management Statement, which are generally best carried out during this season to cause minimal disturbance to wildlife.

5.3.5 Fleet and specialist equipment is maintained by the council's fleet transport team – there is a dedicated mower service section looking after the larger grass cutting equipment and minor maintenance is undertaken by the Mayfield staff as part of the daily equipment checking routines.

#### **5.4 Active Nation - Service Level Agreement**

5.4.1 The sports pitches are leased to Active Nation to manage the booking of their use. The Council has a Service Level Agreement (SLA) with them to maintain the pitches and report any damages.

5.4.2 Under the SLA the Council carry out the day-to-day maintenance of the sports pitches including:

- Mowing
- Line marking
- Football post and net installation
- Goal mouth renovation
- Bin emptying and litter clearance

#### **5.5 Car Parks**

5.5.1 The car parks not within the Active Nation lease area are maintained by the Parks service. They are inspected on an adhoc basis and repaired when necessary. This is an ongoing process.

### **6 Environmental Management**

#### **6.1 Waste Management**

6.1.1 The Parks and Street Cleansing team recycles all green waste produced, via its waste disposal contractor, and this applies to waste from Mayfield Park. Green waste from the park and surrounding areas is collected and removed to the Depot at Mayfield Park where it is collected and taken to Petersfield for conversion into compost and mulch products.

#### **6.2 Pesticides**

6.2.1 The city council has in place safe working procedures to ensure that all pesticides, herbicides, and fertilisers are properly applied, and their use minimised. These

procedures ensure that all relevant legislation is followed and that records are properly kept and maintained. The council aims to minimise the use of chemical products and actively seeks alternative approaches where possible. Should there be no alternative to chemical usage then products are selected from an approved list, preventing the use of the most environmentally unfriendly products. Alternatives include the use of mulching materials on the shrub beds to suppress weed growth and leaving areas of grass etc to grow longer around the base of trees.

### **6.3 Peat**

- 6.3.1 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 park, they are sourced to be supplied peat free.

### **6.4 Sustainability**

- 6.4.1 The Parks team are currently trialling battery-operated handheld equipment, such as leaf blowers, hedge cutters and strimmer's. The staff have been providing good reports and we are reviewing replacements as existing equipment fails.
- 6.4.2 In 2021 Southampton City Council made a huge investment in replacing 4 of its current fleet of diesel-powered compact sweepers with all electric versions. These are regularly used to help clear leaves and regularly sweep the main road/car park within the park; it is a lot quieter and has zero emissions. The old petrol-powered Cushman used within the park was replaced at the end of 2022 with an electric powered DFSK.

### **6.5 Trees**

- 6.5.1 Tree surveys show the park to have a number of large mature trees, and these provide a positive contribution to the landscape.

## **7 Conservation and Heritage**

### **7.1 General**

- 7.1.1 It is important that the unique characteristics Mayfield Park are maintained, and that the local history is preserved where possible. The park also has rich and varied wildlife interest that should be conserved whilst carrying out maintenance throughout the park.
- 7.1.2 There are also numerous natural bat boxes in the recreation area of the park and woodpecker poles.

- 7.1.3 Mayfield Park is also an important area for those interested in southern Hampshire's history and heritage.

## **7.2 Biodiversity**

- 7.2.1 Mayfield Park's Biodiversity Management Statement is at Appendix 7 and is used to undertake regular habitat management at Mayfield Park

- 7.2.2 The site is an important component of the Shoreburs Greenway which, together with the Weston Greenways and Weston Shore forms an extensive wildlife corridor in the southeast corner of Southampton. In recent years there has been substantial regeneration of the formal gardens forming part of the site. There is a noticeable split between the formal eastern half of the park, with its formal gardens and sports pitches, and the more wildlife rich wooded stream corridor on the western side however, a strip of longer grassland running along the edge of the recreation field helps to connect the two. The old carriage way along the valley from the bottom of Wrights Hill was reopened some years ago and now forms part of the Millennium Butterfly walk

### **7.2.3 Management Concerns**

- 7.2.4 Increasing formalisation of some of the area has led to the loss of some wildlife habitat and the potential of cultivated plants affecting the adjacent natural areas. Increased public access has resulted in further disturbance and pressure on the remaining areas. The use of limestone for path repairs is also potentially damaging in a naturally acid area. Over tidying and insufficient/inappropriate management has resulted in a loss of the edge habitats that are particularly valuable for wildlife.

### **7.2.5 Management Solutions**

- 7.2.6 Short lengths of the ditch running along the carriage drive were excavated to create linear ponds and reduce flooding across the path.
- 7.2.7 Coppicing of willows etc have taken place to form glades along the carriage drive.
- 7.2.8 We have stopped mowing the bank sides near playing fields, coppiced/removed encroaching saplings to encourage scrub species such as Gorse and Hawthorn.

## **7.3 Heritage - Brief History of the Park**

Mayfield Park was originally the grounds and gardens of Mayfield House that was built in 1854 by Robin Wright, after whom Wright's Hill was named. Robin Wright bought the eastern part of the Weston Grove Estate to build the mansion. The house was sited on what is now the Bowling Green. Between 1889 and 1937 it was owned by Lord Radstock.



On the death of Lord Radstock in 1937, Mayfield was sold to a developer. Lord Radstock's will stipulated that the grounds were to be retained as open space therefore the corporation bought the land for use as a Park. Council Minutes of the time state that the Estate consisted of;

*“35 acres comprising mansion, lawns, kitchen garden, stables, entrance lodge and parkland with a large percentage of woodland. The park approximately 20 acres has been used as a sports ground and would accommodate 5 football pitches, 2 cricket tables after levelling. The remainder of the estate is undulating and sloping towards north-west. The mansion comprises 7 reception rooms, 23 bedrooms and offices. The gardens and lawns surrounding the house have been kept in fair condition.”*

Initially there were varying plans as to what use could be made of the site to benefit the city. Council Minutes report that on the 24th Dec 1937;

*“it was proposed that part of Mayfield estate be established as a botanical garden, the part of estate one and a half acres to the south west of walled garden (now nursery site) this area is surrounded by trees but exposed to the sun. It was felt that beds of British flora in families, herbaceous, perennials, biennials, annuals, alpines, and certain shrubs could be laid out according to classification for educational purposes. Specimens could be obtained from Kew and Cambridge”.*

Consideration to this proposal was postponed. Council Minutes show that 22nd June 1938 was the opening date for the Park.

Little changed over the next few years but in 1940 permission was granted for the installation of searchlights at Mayfield Park as the Park was on the main flyover route for aeroplanes approaching Southampton.

### **Mayfield Park and the former Mayfield House in the Background**



Mayfield House was used for some time as a homeless hostel but was finally demolished in 1956, although the stable block is still standing. A stone monument, originally intended to be a fountain, was constructed in honour of Alderman W. Alford (1866-1938) and placed at the bottom of the steps leading from the house to the lawn area. This feature was installed in 1940, but later moved (when the pipe work was disconnected) to what became the far side of the bowling green in 1956, presumably when the house was demolished. The bowling green was developed during 1959 on the site, and it was opened on 30<sup>th</sup> April 1960 by Councillor E. K. Lyons (Chairman of the Public Committee). The original bowling green club house was burnt down in 2002 and has been rebuilt with modernised facilities.

The old walled garden was originally the kitchen garden for Mayfield House. Latterly it was used as a nursery for growing open ground nursery stock until 1975 when it converted to a container unit. In 1983 following construction of glasshouses, the new nursery opened with the production of bedding, and floral decoration being moved to Mayfield following the closure of the old Sydney House nursery. The nursery was closed in 1993 as it was no longer economically viable. In 1994 the site was leased to MIND for the creation of the Horticultural Therapy Unit.

A quote from the public lands committee 27th Jan 1939;

*“R.C. Maughan applied for increase in pay, he is foreman and recently took the RHS certificate. The Parks superintendent reports that he is one of his best men. It was resolved to increase wages from 57 shillings to 63 shillings per week.”*

### **Old Mill House**

A water powered wood working mill was established in 1762 on the western boundary of the existing site. This was rebuilt as a house in the nineteenth century although it suffered from bomb damage in 1941 and was demolished in the 1950s.

### **Fox's Monument**

Standing in the recreation area is Fox's Monument or the Obelisk. This was built as a memorial to the radical Whig politician Charles James Fox (1749-1806). His friend William Chamberlayne of Weston Grove Estate erected it in 1810 on the eastern part of the estate. In 1854 this part of the estate was sold to Robert Wright to build Mayfield House.

### **Mayfield Park Bowling Club**

During the mid-1950's three public bowling greens existed within the Town and these were situated at the Sports Centre, East Park and Millbrook. Whilst long held plans suggested that a similar facility might be constructed at the Veracity Ground, matters came to a head during the mid-1950's when Mayfield House was demolished and, on the initiative of a group led by a local eminent bowler, Howard Brouard, the matter was further addressed. The potential of this new site had much to commend it, for besides the attractive setting, many of those involved within this group happened to live in close proximity!

The Council helped to promote the cause and with work commencing on site shortly afterwards, the green was eventually opened as a public facility on 30<sup>th</sup> April 1960. In the meanwhile agreement had been reached with the Council that the recently created Mayfield Park Bowling Club would be granted access to the pavilion and major rights of the bowling green, whilst additional facilities remained for use by the public at large.

The Club has grown in stature since then and today is held in high esteem by those involved with the bowling world. It is noted for its friendliness, hospitality and general sense of fair play and with an excellent bowling surface, is often sought by individuals and other clubs alike, when needing to play on a neutral green. Members have represented Mayfield Park at National level in the past, whilst in recent years several have progressed to the finals of County and District competitions. In 2009 the Mayfield ladies league team gained promotion to the District's premier division.

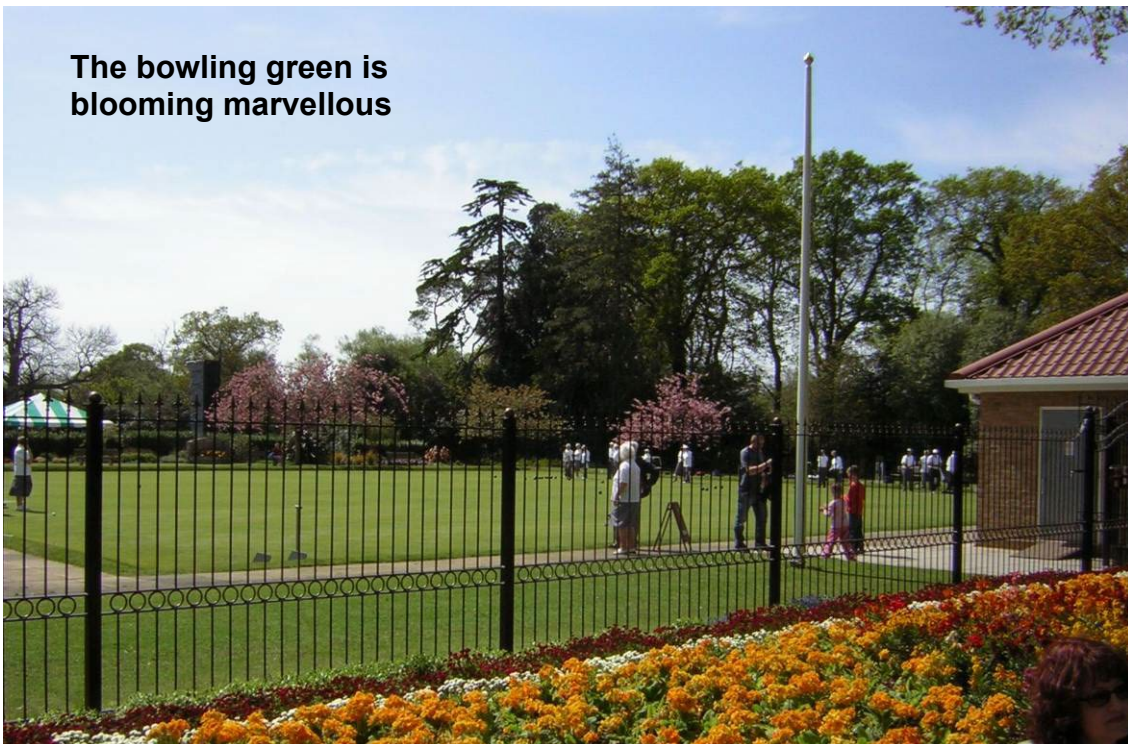
Membership levels are flourishing and the Club now has its highest combined total ever. This is attributed in part to the signing of a Partnership Agreement with the City Council in May 2000, when it undertook to accept responsibility for administering to those using the green.

With the destruction of the pavilion by arson in October 2002, the City Council were quick to respond. Through close collaboration the Club was given an opportunity of submitting a design for the new building, which was adopted in full and completed in the summer of 2003.

The Club continues to work closely with the City Council as also its counterparts, Mayfield Nurseries and the volunteers of Mayfield Park, with its aim being to further progress the interests of bowling and facilities at Mayfield Park.

*Contributed by Peter Ford (Honorary Club Secretary at the time of writing)*

**The bowling green is  
blooming marvellous**





## 8 Community Involvement

8.1 Mayfield Park benefits from having an effective partnership approach to its management. Strong links with the Bowling Club, Mayfield Nurseries, the Friends of Mayfield Park and Friends of Mayfield Nurseries have enabled development plans to progress with greater speed and local community involvement. The four groups are very different and have different interests in the park but do all complement and support each other. It is important to maintain good working relationships with these groups but equally important to recognise their differences.



8.1.1 Their aims are:

- maintain and improve the physical and natural environment of the park in liaison with Southampton City Council
- promote wider use of Mayfield Park across the whole community
- protect and promote the natural beauty and wildlife of the Park
- help make the Park a clean, safe and healthy place to be
- secure funds to improve amenities
- ensure community-based involvement in the future of the Park

8.1.2 There are many different types of user groups that enjoy Mayfield Park. Consultation with staff and park users shows a wide range of uses including dog walking, wildlife watching, football, Bowling, cycling, family walks and of course children and young adults' play. All in all, a wide and inclusive range of people using the park from around Southampton & Eastleigh. It is even used by newly married couples to have their wedding photos taken.

- 8.2 In the last couple of years we have received a lot of positive feedback concerning the park as many local residents were not aware of its beauty or existence. It was only due to lock down that they enjoyed the use of this lovely park.

## 9 Marketing

- 9.1 Mayfield Park can be found on the Council website, with basic information being given about what facilities there are there.

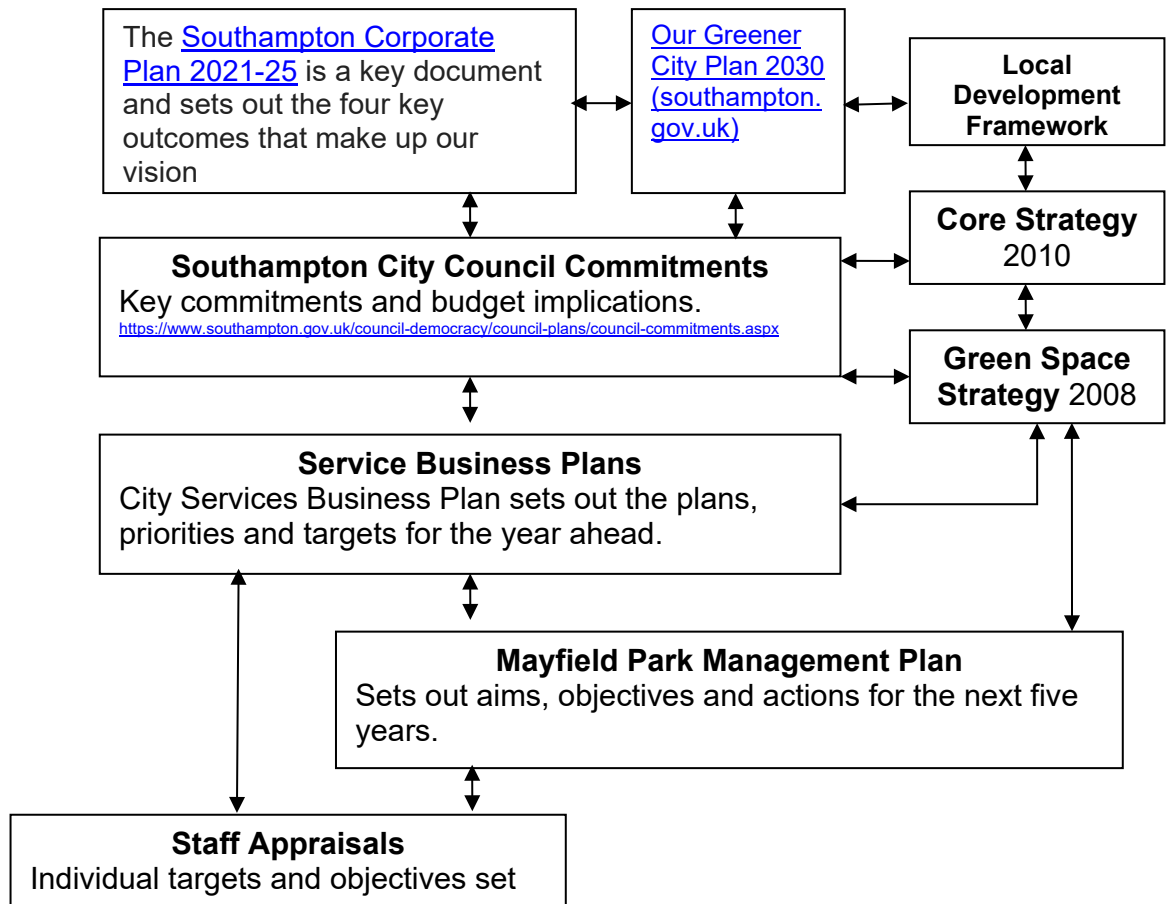
### 9.2 Events

- 9.2.1 Events are advertised in local press and in posters, leaflets and newsletters. Events in Mayfield Park will be used to promote the park more widely

- 9.2.2 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> They are also locally advertised in the information boards in the park.

## 10 Management

### 10.1 Policy context



#### 10.1.1 The 'golden thread' of performance management

10.1.2 Figure 1 shows the golden thread of plans and strategies for Southampton City Council and shows how the Mayfield Park management plan fits into this. Southampton's Green Space Strategy was approved in October 2008 and the full document can be found here <https://www.southampton.gov.uk/people-places/parks-open-spaces/parks/park-management/green-space-strategy>



## 10.2 Council Priorities

### 10.2.1 Mayfield Park supports the Council's four priorities in the following ways;



Southampton has strong and sustainable economic growth

10.2.2 Good quality parks are shown to increase the economic value of the area in which they are situated. Mayfield Park is a good example of how a large area of historic, well maintained green space enhances residential areas encouraging ongoing investment in the area.

10.2.3 In addition to the play area which offer children a place to explore, meet friends and experience risk in a controlled

environment, the park also provides a learning resource for the local residents and schools and has been used for school trips to support the curriculum. The park is also used by all ages to run and play football given children an opportunity to keep fit and reduce obesity which is a priority for the city



Children and young people get a good start in life



People in Southampton live safe, healthy, independent lives

10.2.4 A network of footpaths encourages people to walk and run in an otherwise built-up urban area. There are plenty of quieter areas within the park to relax and aid mental wellbeing.



Southampton is an attractive modern city, where people are proud to live and work

10.2.5 The park last received the green flag in 2014 but continues to provide a high-quality standard of green space for people to use and enjoy, making the city a more attractive place to live and work.

### 10.3 Finance and budget

- 10.3.1 In common with many local authorities, our services have come under increasing pressure and reduction. We are trying to mitigate the effects of this as well as we can.
- 10.3.2 The P&SC department no longer collects detailed data on individual parks. This decision was made following an analysis of what data was important for the business compared to the staff resource and ability to collect that data. It was decided that the time and effort taken to collect such data was not cost efficient.
- 10.3.3 In 2019/20 the estimated East Area Parks budget for Mayfield Park was circa £70k, this includes grass maintenance, sports pitch maintenance (football and cricket), play area maintenance, conservation management, tree maintenance, shrub maintenance, sweeping and bin emptying.
- 10.3.4 Capital funding for Mayfield Park is currently funded predominantly from historic S106 developer contributions, although this is enhanced with grant funding wherever possible. The remaining funding was used in 2022/23 to install a low ornate fence along the main drive to protect the grass as well as double yellow lines so as to prevent vehicles parking and minimise Health & Safety concerns.
- 10.3.5 The Parks team will be provided with the 2023/24 detail budget information in March.

### 10.4 Management structures

- 10.4.1 The management and maintenance of Mayfield Park is the responsibility of the Parks and Street Cleansing team which is part of City Services, under the Place Directorate. 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.
- 10.4.2 Managers within the section undertake management by walking about which includes visits to Mayfield Park. The Team Leader is the main link between staff on the ground and operations management. The action plan in section 11 will be reviewed quarterly by the park management team to ensure progress.

### 10.5 Quality Audit

- 10.5.1 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 status and to give a baseline for future improvement and required investment. A quality audit of all of Southampton's 50+ parks and green spaces was undertaken by an independent consultant in autumn 2009 and then again in 2014 and 2020. The data collected was based on Green Flag criteria and indicates park strengths and where quality needs to be improved.

## 10.6 Resources

- 10.6.1 The day-to-day management and maintenance of Mayfield Park is undertaken principally by the East District Team within the City Services section. Mike McSorley is the Team Leader responsible for the park and the team working within it. Supporting Mike is Martin Willcox – Operations Manager, Dave Tyrie – Head of City Services, Nick Yeats – Service Manager – Commercial and Service Development assist with policy and strategic development of the park. Currently there are nine permanent full-time staff within the East Teams who can be involved in the maintenance of the park at any one time. There is also a Working Supervisor supporting Mike. Generally, two members of the team will carry out maintenance within the park on a daily basis.
- 10.6.2 All staff have an annual performance review, where the objectives set out in the management plan as well as their personal objectives are agreed and any training needs are identified. On top of this, the park team has a regular area team meeting to set out objectives and to monitor progress. Staff are encouraged to contribute ideas which might help improve the service.

## 11 Actions and Recommendations

### 11.1 Measuring success and progress towards Green Flag criteria

- 11.1.1 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.

## 11.2 Action plan for 2023/27

11.2.1 This action plan is a dynamic working document that is reviewed and updated annually. Some proposed actions are inspirational and will depend upon sourcing adequate funding, in collaboration with the volunteers of Mayfield Park. Although the plan has been ordered according to Green Flag criteria, several of the actions fall under more than one heading.

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
<i>Welcoming Place</i>					
Install a circular woodland path within the wooded area at the rear of the sports grounds.	Lindsay McCulloch	Nick Yeats & Martin Willcox	£42,000	September 2021	Complete
Install a couple of noticeboards/Interpretation boards	Nick Yeats	Matthew Lovell	£6000	March 2024	Due to essential spend only this did not place but will be actioned once funds are available.
Keep noticeboards up to date and clean once installed	Paul Cobbold	Rangers	NA	None	On-going
Paint bollards at entrance to the park	Paul Cobbold	Rangers	£100	July 2023	Completed September 2023
Install original metal park sign at the entrance to the park	Matthew Lovell	Landscape	£1000	December 2025	
Look to enlarge the car park at the sports ground end of the park.	Matthew Lovell	Landscape	Has not been priced so far.	December 2026	Need to identify funding.
<i>Healthy, safe and secure</i>					
Install a new welfare unit for staff at Mayfield Depot	Mark Cox	City Services Officers	£50000	May 2022	Welfare unit installed but follow up works still required.
Repair Nursery wall	Gary Hargreaves	Mind Nursery	£5000	December 2022	Completed in 2023



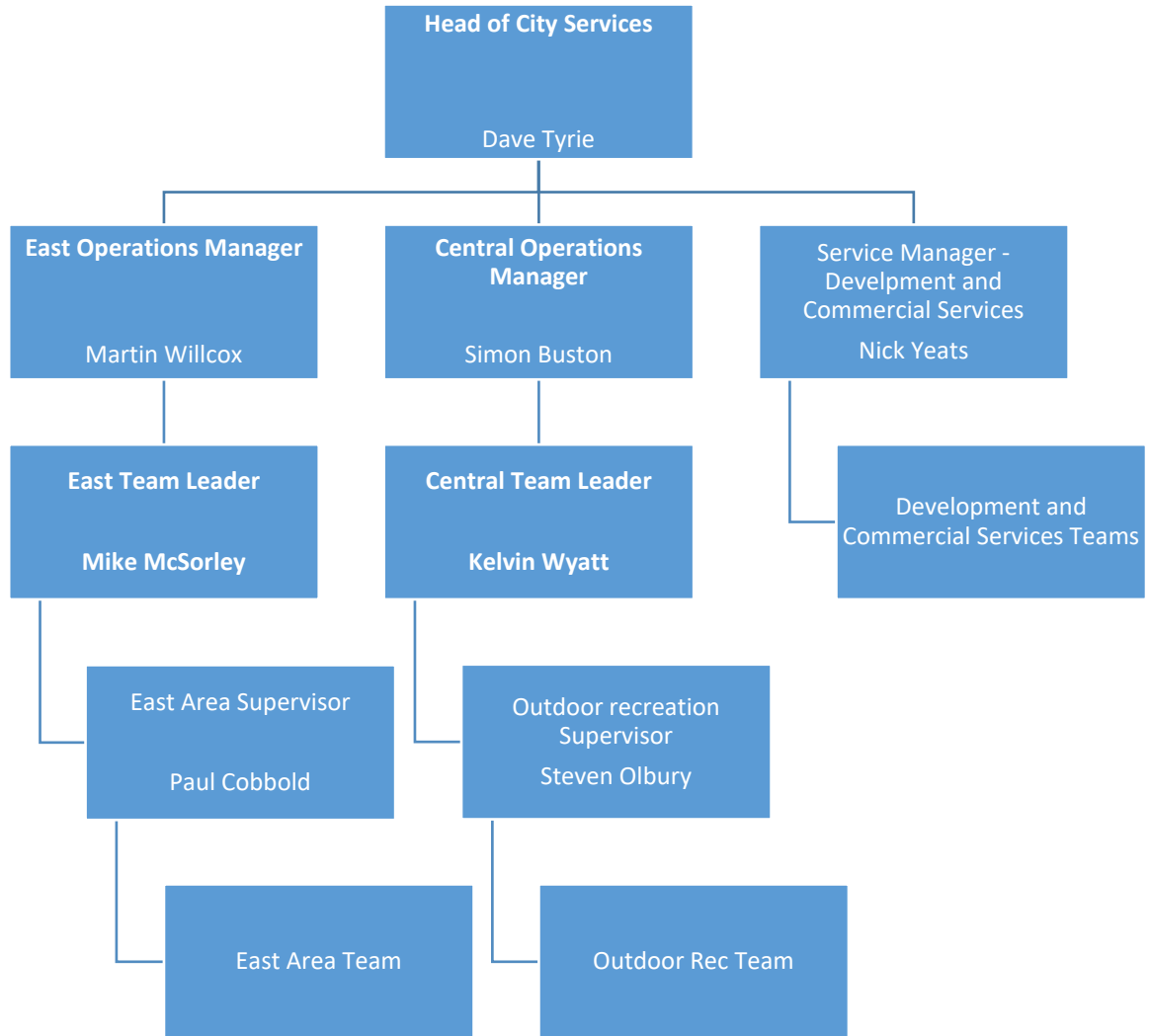
Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
Install new low level ornate fence and double yellow lines to prevent vehicles parking on the grass or along the main road	Matthew Lovell	Martin Willcox & Mayfield Nursery	£5000	August 2022	Completed March 2023
Consult and introduce parking restrictions along the main drive and car park next to the Bowling Pavilion.	Nick Yeates	Park users and Parking Services	?	May 2025	
<i>Clean and well maintained</i>					
Volunteer litter pick	Ian Bailey	Volunteer Groups & SCC	NA	On going	On-going Incorporating picking into Green Vols tasks
Graffiti removal/Prevention	Martin Willcox	Police & volunteers	£1000	Ongoing	
Replace broken and old wooden benches with new metal style	Matthew Lovell	Martin Willcox	£15,000	Benches to be replaced over a period of time as the wooden ones fall into disrepair	New benches installed, ongoing to gradually replace all wooden benches with metal Clarendon benches.
Paint bins and replace bin locks where required throughout the park.	Martin Willcox	Volunteer Groups & SCC	£400	December 2023	Completed May 2024
<i>Sustainability</i>					
Install electric charging points within Mayfield Depot		Martin Willcox	£25000	December 2022	Completed in 2023
Implement electric vehicles & Machinery	Fleet Transport	Martin Willcox	£40000	Autumn 2023	Electric DFSK has recently replaced the old petrol powered Cushman
Work with Bowling Club so they are able to become self-funding in the	Nick Yeats	Nick Yeats & Martin		September 2025	

Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
running and maintaining of the green, pavilion and area within the perimeter fence.		Willcox plus Bowling Club			
Park to be managed by area team rather than one dedicated member of staff.	Martin Willcox	Paul Cobbold & Avtar Bassi		September 2024	Already in place
Formal flower beds to be replaced by a mixture of wildflowers and bulbs so as to reduce maintenance costs but at the same time provide a succession of colour throughout the park as well as being beneficial to the wildlife.	Martin Willcox	Paul Cobbold	£500	October 2024	Completed – waiting for the 2025 display
<b>Community Involvement</b>					
<i>Continue with litter picks</i>	Ian Bailey	Volunteers/ Engagement Officers	NA	All year round	Monthly Ranger checks – contact with involved locals
<i>Organise Himalayan Balsam removal days with volunteers.</i>	Ian Bailey	Sara Tschersich/ Volunteers	NA	May to July	Good progress has been made over the last couple of years. Need to complete pulling before seed pods ripen in August. Several tasks per year ongoing
<i>To try and formalise a Friends group</i>	Martin Willcox & Ian Bailey	Sara Tschersich/ volunteers		December 2024	Ongoing Contact maintained with keen, active locals (Maria, Trev)
<b>Environmental Management</b>					
To minimise the use of chemicals in the park	Paul Cobbold	Park staff	Additional staff to manually maintain weeds	Ongoing	In progress Japanese Knotweed treatment using 'single spray' approach to minimise herbicide required.


Action	Lead officer	Key partners and consultees	Estimated resource required and source of funding	Target Completion date	Progress/Comments
To replace worn out rock garden on the front lawn with a wildflower display.	Martin Willcox	Parks staff & Development officer	£500	April 2023	
<i>Marketing</i>					
Ensure the council website is kept up to date with Mayfield Park information and event updates	Martin Willcox	Events Team	Officer time	Ongoing	Includes making use of what's on pages
<i>Management</i>					
Team meetings to discuss management plans and ideas to improve the park further	Martin Willcox	East Team	Officer Time	December 2023	Completed and Ongoing
Meeting with the Bowling club to discuss how the self funding of the Bowling Green is progressing.	Martin Willcox & Nick Yeats	Bowling club	Officer Time	September 2025	Regular meetings to take place up until September 2025.

## Appendix 1 – Staff Structure

### Staff Structure



## Appendix 2 – Sample Risk Assessment

General Risk Assessment											
Description of Job/Task being assessed:		Manual Handling Lifting, Loading, Transporting, Placing and Laying Paving Slabs, Kerb Stones, Straw bales, Nottscarpet, Bags of Fertiliser, Grass Seed, Fly tipped material, Litter bags, Railway Sleepers, Seat Bins & Benches, Lifting Gully / Manhole Covers									
Directorate		Transactions & Universal Services		Division	City Services		Section	Grounds Maintenance	Risk Assessor(s)	Safety Hub	
Ref no	RA 007 Grounds Maintenance		Location/Site	Various		In consultation with		Simon Buston Brian Kneller Martin Wilcox Graham Pugh Dave Vowles (Union Safety Rep)		Date	October 2019

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
Manual Handling	Employees: Musculoskeletal and work related upper	All employees trained in manual handling at induction with refresher carried out by trained RoSPA Manual Handling Trainers at induction and two to three year regular intervals. See SWP Manual Handling of	Line managers to record all formal training and tool box talks. All evidence to be placed in individuals training folder.	Line Managers	Dec 2020	X	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	R A G
	and lower limb disorders.	<p>Loads. No staff to work without appropriate PPE to include:</p> <ul style="list-style-type: none"> <li>Safety footwear to EN ISO 20345 Class SBP, 200 Joule toe protection, oil resistant outer sole and mid sole penetration resistance.</li> <li>High visibility jacket or tabard</li> <li>Protective gloves</li> </ul>						
<b>Loading / unloading of materials for transfer to site</b>	Employees: Musculoskeletal and work related upper and lower limb disorders. Crushed by vehicle / trailer	<ul style="list-style-type: none"> <li>Drivers are to ensure that the hand break is applied and vehicle in gear.</li> <li>Vehicle parked on firm level ground.</li> <li>Driver to remove keys from ignition and kept secure when loading / unloading vehicle / trailer</li> <li>Manual handling training provided at induction with refresher at two to three year intervals.</li> </ul>	<p>None</p> <p>Line managers to record all formal training and tool box talks. All evidence to be placed in individuals training folder.</p>	Line Managers	Dec 2020	X	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	R A G
		<ul style="list-style-type: none"> <li>Tool box talks on annual basis to heighten awareness and reinforce correct principles.</li> <li>Ramps and tail lift used on vehicles and trailers where the weight, size or nature of the equipment dictate.</li> <li>Use of mechanical aids e.g. fork lift truck, sack truck</li> </ul>						
<b>Placing material into place</b>	Employees: Musculoskeletal and work related upper and lower limb disorders	<ul style="list-style-type: none"> <li>All employees trained in manual handling at induction with refresher carried out by trained RoSPA Manual Handling Trainers at induction and two to three year regular intervals.</li> <li>Use of mechanical aids e.g. fork lift truck, sack truck</li> </ul>						
<b>Slips, Trips, Falls</b>	Employees: Cuts, grazes, bruising and fractures.	<ul style="list-style-type: none"> <li>Safety footwear to EN ISO 20345 Class SBP, 200 Joule toe protection, oil resistant outer sole and mid sole penetration resistance to be worn at all times.</li> </ul>	None	None	N/A		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	R A G
		<ul style="list-style-type: none"> <li>Kept clear of mud and debris, with good sole pattern.</li> </ul>						
<b>Burns Cuts and other Injuries</b>	Employees: Moving hazardous items	<ul style="list-style-type: none"> <li>Wearing the correct PPE including: Gloves, Goggles, Ballistic Trousers, Safety Footwear, High visibility Jacket or Tabard</li> </ul>	None	None	N/A		Low	
<b>Lifting Gully / Inspection Covers next to or on the Public Highway</b>	Employees and Others: Struck by a vehicle	<ul style="list-style-type: none"> <li>Wearing of Hi vis Jacket tabard Class 3 EN-ISO-20471</li> <li>Use appropriate signage in accordance with the Safety at Street Works and Road Works A Code of Practice October 2013</li> <li>Safety footwear to EN ISO 20345 Class SBP, 200 Joule toe protection, oil resistant outer sole and mid sole penetration resistance to be worn at all times</li> </ul>	None	None	N/A		Low	
<b>Dropping Inspection Cover / Gully Cover on foot</b>	Employees: Inspection cover falling on foot	<ul style="list-style-type: none"> <li>Use tools for lifting manhole covers.</li> <li>Safety footwear to EN ISO 20345 Class SBP, 200 Joule toe</li> </ul>	None	None	N/A		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
		protection, oil resistant outer sole and mid sole penetration resistance to be worn at all times						
Line manager (print/sign):	Simon Buston Brian Kneller Martin Wilcox Graham Pugh Dave Vowles (Union Safety Rep)	Date	October 2019	Next Review Date		October 2020		
Line manager (print/sign):	Simon Buston Brian Kneller Martin Wilcox Graham Pugh	Date	Date Reviewed July 2021 Original Signed	Next Review Date		July 2022		

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
	Philip De Oliveira							
Line manager (print/sign):	Simon Buston Brian Kneller Martin Wilcox Graham Pugh Philip De Oliveira	Date	Date Reviewed July 2022 Original Signed	Next Review Date	July 2023			



## **Appendix 3 – Key Stakeholders**

### **List of Key Stakeholders in Mayfield Park**

Mayfield Bowling Club

Mayfield Nursery (MIND)

Volunteers

Local Councillors

Southampton Commons and Parks Protection Society

Hampshire & Isle of Wight Wildlife Trust

The Police

Southampton Parks Department (part of City Services)



## Appendix 4 - Map of Mayfield Park



### Key

- 1 Mayfield Nurseries
- 2 Mayfield Bowling Club
- 3 Car Park
- 4 Stable Block/Parks Dept
- 5 Spring Garden
- 6 Ornamental Lawn
- 7 Site of Old Mill House
- 8 Fox's Monument
- 9 Football Pitches
- 10 Children's Play Area
- 11 Basketball/ kickabout
- 12 Chamberlayne Leisure Ce



## APPENDIX 5 – Boundary/Location Map



## **Appendix 6 - Biodiversity Maintenance Map of Mayfield Park**

To be added once completed

## **Appendix 7 - Biodiversity Management Statement**

**Site name:** Mayfield Park

**Boundary:** Weston Lane/Wrights Hill & Archery Grove

**Area:** 17ha

**Neighbourhood area:** East

**Designation:** Open Spaces

**Nationally Protected species:** Kingfisher

**Hampshire BAP species:** Common pipistrelle

**Species Special in Southampton context / Community favourites:**

**Other noteworthy species regularly recorded:**

**Species recorded as occasional visitors/vagrants:**

**Important habitats:**

The major semi-natural habitat within the park is wet woodland which runs along the valley bottom.

**Notes on Public use:**

Mayfield Park's lack of major lighting (although it has considerable night-glow from surrounding areas) enables bats to feed and roost in the park.

**Community group stakeholders:** Friends of Mayfield Park

**Major concerns for management:**

The improvement of the footpaths has led to an increase in the number of people walking along the valley which is positive, however, many visitors encourage their dogs to enter the stream which results in poor water quality and disturbance to wildlife. Better engagement with visitors is required to explain the impacts that such activities have.

### **Management change opportunities:**

### **Community involvement opportunities:**

Himalayan balsam is present along the stream and volunteers, co-ordinated by the Engagement and Ecology team, have been undertaking task to remove it. This work is on-going.

Volunteers also undertake regular litter picks

Habitat and species surveys are due to be organised as part of the Greener City work.

### **Biodiversity Statement**

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

The elimination of the invasive non-native species Himalayan balsam, *Impatiens glandulifera*, is a priority to prevent native ground flora being smothered.

Improving adjacent street lighting to reduce light spill into the park would improve the area for its protected bat species.



### 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](mailto: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 Nick Yeats, Parks and Street Cleansing, Civic Centre, Southampton, SO14 7LY