



CHEL TENHAM
BOROUGH COUNCIL

Springfields Park



2018-2023 Management and Action Plan

Reviewed January 2022

Green Space Development
Cheltenham Borough Council
Central Depot
Swindon Road
Cheltenham
GL51 9JZ

Telephone: 01242 262626

E-mail: greenspacedevelopment@cheltenham.gov.uk

Contents

1.0 Introduction	2
2.0 Overview of Springfields Park	2
2.1 Map showing layout of the park	5
2.2 The Development of Springfields Park	6
3.0 PARK FACILITIES	7
3.1 Infant / Toddler Play Area	7
3.2 Older Children's Area	7
3.3 MUGA	8
3.4 Skateboard Half Pipe.....	8
3.5 Youth Shelter	8
3.6 Sports Pitches	9
3.7 Pavilion	9
3.8 Café	9
4.0 PARK INFRASTRUCTURE	10
4.1 Hard Infrastructure	10
4.2 Signage:.....	10
4.3 Seats:.....	10
4.4 Litter Bins:	10
4.5 Pathways:.....	10
4.6 Metalwork and Barriers:.....	11
5.0 Green Infrastructure	11
5.1 Trees	11
5.2 Dead Wood	12
5.3 Planting and Habitats	12
5.4 Grass	15
6.0 MANAGEMENT OF SPRINGFIELDS PARK.....	15
7.0 COMMUNITY ENGAGEMENT.....	16
7.1 The Local Community.....	16
7.2 Marketing and Promotion	17
7.3 Using the Green Flag Award in Marketing	17
7.4 Marketing:	18
7.5 Special Events.....	18
7.6 Community and Play Ranger Services	18
7.7 Security	19
7.8 Policing	19
7.9 Buildings Management and Maintenance.....	20
7.10 Infrastructure and other facilities.....	20
7.11 Financial Aspects of Park Maintenance	20

7.12 Facilities Maintenance	21
7.13 Capital Investment.....	21
8.0 PARKS DEVELOPMENT	22
8.1 Conservation of the Park and its Built Environment	22
8.2 Future Development of Springfields Park	22
8.3 SWOT	23
9.0 Action Plan.....	24
Appendix 1: Example Risk Assessment	34
Appendix 2: Example Infrastructure Inspection	36
Appendix 3 Example Play inspection	37
Appendix 4: Example Tree inspection.....	40
Appendix 5: Habitat survey	41
Appendix 6: Example Safe System of Work – Application of Herbicide	42
Appendix 7 Species list for Springfield Park:.....	43

1.0 Introduction

This document gives an overview of Springfields Park within its local context. It details the assets and infrastructure of the Park and outlines short, medium and long-term objectives following condition surveys and user group consultation. This document is designed to be read in conjunction with the Management of Green Flag Parks document which details the overall management strategy used by the CBC. This document fed into the Action Plan and details items to be undertaken and anticipated timescales and outcomes.

Name:	2.0 Overview of Springfields Park
Grid Reference	392145 / 223745
Address Nearest building	Springbank Community Resource Centre Springbank Way Cheltenham, GL51 0LG
Area	7.5 hectares
Tenure	The site is owned and managed by Cheltenham Borough Council working in conjunction with the West Cheltenham Partnership (WCP) and the Friends of Springbank www.cheltenham.gov.uk Telephone 01242 262626 (Green Space Development)

Site History	<p>Springfields Park is situated in the Springbank ward in an area of Cheltenham known as Hesters Way. The area came into being shortly after World War II as part of the national drive to create more housing. The land was compulsorily purchased by the then Cheltenham Corporation.</p> <p>Springfields Park (formerly Welch Road playing field) has been developed in four phases. In the early 1950s, the council created two football pitches and a play area on what had previously been farmland. Adjacent farmland became available in around 1970 and two further pitches were added, along with a cricket square. Additional land, formerly belonging to a local scrap merchant, was acquired in the 1980s, increasing the size yet again.</p> <p>The latest phase of development took place in 2007, when the space was extensively landscaped to change its character from that of an open playing field to an informal park incorporating native plants, meadow and wetland areas.</p>
Site Description	<p>Springfields Park is an informal park and playing field surrounded by houses and gardens, located in the residential area of Hesters Way.</p> <p>The park has a fenced play area for toddlers and infants and extensive play facilities for older children. There is a MUGA, two grass sports pitches and a skateboard half pipe with 'teenage' seating and a pavilion. All of this is contained within a natural landscape of meadow and swales.</p>
Green Space Classification	Springfields Park is identified in the Cheltenham Green Space Strategy as having the primary purpose classification of Playing Field, with secondary uses for play and dog walking. If repeated now, the primary classification would be that of a Park.
Access	There are seven entrances, with the main entrance off Springbank Road by the Springbank Community Resource Centre. There is a cycle path through the site and a circular path around it. Car parking is freely available on the roads surrounding the park or at the Springbank Community Resource Centre Car Park. There is a regular bus service linking the park to Cheltenham town centre.
Opening Times	The park is open to the public at all times.
Toilets	There are fully DDA compliant toilet facilities in the Community Resource Centre adjacent to the park.

Stakeholders	<p>Cheltenham Borough Council: Green Space Team, Property Services, Community Development, Parks & Landscapes, Neighbourhood Team, Community Ranger.</p> <p>Ubico</p> <p>The Play Gloucestershire Play Rangers</p> <p>Community: West Cheltenham Partnership, Springbank Resource Centre, Springbank Primary Academy, Students Not in Education Employment and Training (NEET) from Protocol Skills, Youth Offending Service, Giggles Day Nursery. Police and Police Community Support Officers, local park users and residents.</p>
---------------------	--

2.1 Map showing layout of the park



2.2 The Development of Springfields Park

(formerly Welch Road playing field)

The most recent large scale phase in the development of Springfields Park began in 2007 and formed part of a wider initiative to regenerate the Springbank area. The playing field, as it was then, reflected the general decline in the Springbank ward at the time. It had little to offer people by way of facilities and was considered a no-go area because of drug dealing, joy-riding and general anti-social behaviour.



A project was established to regenerate the space, along with the development of a community resource centre. The project was the first of its kind to be funded by pooling S106 developer contributions from several housing developments nearby and combining the sums of money dedicated to sustainable transport, play and public art.

Numerous consultation events took place, combining a fun day, video booth and more. A steering group was established to oversee the development of the master plan, which was to be

produced by a landscape architect. Recurring themes from the consultation were ponds, fish, seats, nature, trees, events and play.

Due to overwhelming concern about anti-social behaviour, it was decided to 'phase' the implementation of the scheme. Phase one of the plan was dedicated to managing crime. It included installation of permanent, remote CCTV cameras linked to the police HQ camera room, and establishing a local Park Watch group.

The park was re-named at this time, as the former name had become associated with the negative aspects of the park.



The re-development of the park has seen major landscaping works, installation of high specification facilities and infrastructure for many different park user groups (including children, young people, teenagers and families) and creation of multiple new habitats for wildlife.

Innovative use of natural materials has been employed to create natural play and landscape features and the whole project has been used as an opportunity to bring ecological and bio-diversity issues into the heart of a built environment. Subsequent phases have seen the installation of informal landscaped play facilities, funded through the government 'Playbuilder' initiative and the installation of a multi-use games area (MUGA).

Whilst not all of the previous problems associated with the space have been eradicated, sufficient work has been done through community involvement, police enforcement and physical improvement that the space has become an important and well-used community asset once again.



3.0 PARK FACILITIES

3.1 Infant / Toddler Play Area

The play area conforms to British Standards and is subject to weekly, monthly and annual inspection regimes (see appendix 5). There is a detailed sign incorporating a code for safe play and an emergency contact number.

The facility was installed in 2004, prior to the park regeneration project and was previously subject to heavy vandalism, despite being of robust construction. The area is in reasonable condition now and is well used and liked.

3.2 Older Children's Area

Like the toddler play area, the conventional part of this facility was constructed in 2004 and was initially targetted by vandals.

Subsequent refurbishment came about through the government 'Playbuilder' initiative in 2009, when a wider, more informal and natural area around the existing facility was added. The footprint was enlarged and the rear play area fence removed to incorporate the natural play equipment.

The extended area makes more use of the informal landscape and alternative materials, such as local boulders from the Forest of Dean, which were already an important landscape



feature of the site. There is also bespoke-made play equipment constructed using oak.

Feedback indicates that the facility is well liked and popular with all ages. There are currently no plans to make changes.

3.3 MUGA

A multi-use games area (MUGA) with hard-standing is located near an area of seating for young people.

The facility is well-used, especially in the summer months and in particular by teenagers and young adults.

It is also used by younger children and families, as well as The Play Gloucestershire Play Rangers and the sports development team for school holiday activities.

The facility is in good condition and does not require any work in the short to medium term.



3.4 Skateboard Half Pipe

The half pipe was installed in 2005 and is used by local youngsters doing tricks with bicycles and as a general hang out. The intended use is minimal but in reality, this is probably best provided for by other purpose-built facilities elsewhere in the Borough.

The half pipe is in good condition but beginning to show signs of corrosion. To combat the areas of corrosion the solid walls on the ramps have been replaced with railings to allow the water to run off the unit. There are no other plans to undertake works other than re-painting. The facility is unlikely to be replaced as and when it reaches the end of its working life.



3.5 Youth Shelter

The youth shelter was developed as a public art project by the artist Jony Easterby, in conjunction with local youngsters. Joni was chosen from several artists that were shortlisted for the commission.

The project ran simultaneously with the consultation process for the park project and in collaboration with the landscape architect in terms of the setting within the park. The shelter resembles a flying saucer and is lit up at night by a line of blue LED lights in the outer rim.

It is made from stainless steel and is very robust. It requires very little in the form of maintenance and no works are planned for it.

3.6 Sports Pitches

There were originally two football pitches and a rugby pitch which, prior to the park regeneration project, were unused.

Local demand suggested that there would be a requirement for one senior pitch and a mini and junior pitch, if the anti-social behaviour problems could be addressed and issues surrounding car park and pavilion security could be resolved.

The development of the community resource centre and car park with CCTV has had the desired effect and both pitches are well used again.

Both junior and senior pitches are currently hired to the Cheltenham Spa Ladies and junior clubs

The pitch is in reasonable condition but was subject to periodic water-logging, which has been alleviated by the creation of swales on the site.

3.7 Pavilion

This facility is managed by the Council's Property and Asset Management division and is included on the rolling asset management schedule.

A changing pavilion has always existed on the site and was recently refurbished as part of the Council's twenty-year asset management plan and coinciding with the regeneration project. It has a fully DDA compliant toilet.

The pavilion is currently used by both Cheltenham Spa Senior and Junior during matches and is now utilised as the Springbank Community Group Café..

3.8 Café

Based within the pavilion building, the Community Café offers a good selection of food and drinks, whilst also boasting a Pantry offering affordable food, developed from the original foodbank, public toilet facilities and a community allotment.



4.0 PARK INFRASTRUCTURE

4.1 Hard Infrastructure

4.2 Signage: Signage and interpretation material was installed in spring 2011 as part of the final phase of work.

The welcome signs provide an overview of the history of the park and a map showing where the facilities of the park are located. Contact numbers for the Council's parks department and also emergency services are included, as well as the Park Code including a thank you for picking up after your dog and disposing of your litter.

The interpretation signs focus on the wildlife that can be found in the park. In addition, a new noticeboard has been positioned outside the Community Resource Centre to raise awareness of local initiatives, sport and events, with two new signs planned to direct people to the new Community Café in the park.

Separate signs exist for the play area and ad-hoc signage is erected at the discretion of the Council's Neighbourhood Team relating to dog fouling and litter. The lighting columns within the park are maintained by the County Council and signage has been erected to make it easier for people to report any malfunctions to the relevant authority.

4.3 Seats: The Park is furnished with metal benches with arm-rests on the main macadam paths. Benches can be purchased through the Green Space Development commemorative bench scheme.

Rustic-style timber benches are used on the perimeter paths and are more in-keeping with the wilder, more informal areas of the park. Overall, the benches are in reasonable condition and are inspected in accordance with the schedule and renovated as required and three picnic tables have recently been added to the site's provision.



4.4 Litter Bins: There are numerous litter bins located near to areas where children and young people are likely to gather. A uniform look is created by the standardised use of the Big Ben (Earth Anchor) model. This approach also helps minimise costs as bin parts are easily interchanged and replaced. The style of bins present will be reviewed due to observed increase in littering/windblown litter and a replacement program for closed top bins put in place if deemed appropriate.

4.5 Pathways: The main diagonal path and cycle path are constructed from macadam. The circular pathway leading to the seating and wildlife areas is self-binding gravel. All

pathways are DDA compliant, are in good condition and are well-used by walkers, cyclists, joggers, dog walkers and more.

4.6 Metalwork and Barriers: The park has a number of access points and frontages with the highway, which are potential access points for unauthorised vehicles. Each one is protected by robust square or round section steel barriers in order to prevent this. Whilst it does little for the appearance of the park, the benefits far outweigh this because the occurrence of joy-riding or burnt out cars has virtually ceased since their introduction. This has been a major factor in the park becoming an enjoyable place to visit.

The barriers are inspected as part of the parks infrastructure inspection programme and maintained accordingly. Overall the barriers and gateways are in good condition, but an ongoing painting schedule is in place in order maintain their visual appearance.

5.0 Green Infrastructure

5.1 Trees

There are few mature trees of particular note in Springfields Park, owing to its former primary use as a playing field. Thousands of trees have been planted, of which some will be selected and left to mature. In 2010 five standard trees were planted at the request of the local people.

The tree management regime for the park is therefore to leave trees to take their natural shape and minimise pruning unless there is a safety issue. This is good arboriculture practice, keeping the trees looking at their best.

Any trees which die (and are assessed as suitable) will be left to decay (see below). This presents opportunities for re-planting.

Overall, tree management in Springfields Park is undertaken by contractors with the following aims:

- to comply with the overall plan for, and management of, the park
- to preserve and enhance the existing landscape
- to identify and undertake work required for health and safety reasons

(Example of tree inspection in appendix 6) The full document is available on request

5.2 Dead Wood

Given the much recognised benefits of leaving deadwood in situ, consideration will be given to leaving either standing dead wood or leaving tree trunks in situ when felling or tree surgery is required.

The ecological benefits include providing a habitat for various different decay fungi and wood boring insects, which in turn attract other wildlife further up the food chain. Different decay

strategists will colonise standing dead wood and prone trunks. Standing trunks are also suitable sites for nesting birds, perches for birds and so on.

Having been a playing field for so long, there is minimal mature tree stock compared to a more historical park. That said a dead wood policy in Springfields Park is likely to be beneficial, even with limited opportunities. The new play area has provided one such opportunity whereby tree trunks have been brought in from elsewhere for their play value, but they will also provide an ecological benefit.



Future opportunities for retention of dead wood will be considered on a case by case basis in accordance with the Council's policy. Inspection and maintenance of standing and prone trunks will continue to be managed according to the Council's policy (available on request).

5.3 Planting and Habitats

The quality of the planting was unquestionably an important factor in designing a good park.

However it was recognised by all that an important issue when considering the style of planting was the lack of revenue funding available to maintain a traditional manicured park.

It was recognised early-on that the landscape would need to be informal in nature, with less emphasis on intensive and costly horticultural practices, but still meeting the specific needs and themes that had emerged from the consultation.

Prior to the park being re-developed, a biodiversity survey was commissioned as part of a borough wide survey, the results of which informed the creation of a number of different habitats across the site. As a playing field, it was of little habitat value, so the opportunity to create a haven for wildlife was seized, both to increase the bio-diversity of the site but also for the educational and experiential opportunities that it would bring for local people.



The park boundaries have been planted with dog-rose, gooseberry, red currants, dogwood and gorse.

Many of these species provide flowers as a nectar source and berries for food. They are easy to maintain with a large scale flail cutter where necessary and, along with the boulders, create a landscape framework for the site.

Berries, leaves and flowers provide interest at different times of the year. Fruit trees have also been planted as follows:

- **Apple**, Beauty of Bath(M25), Holbrooke (M25), Lemon Pippin (M25)
- **Plum**, Victoria (Myrob), Early Prolific
- **Damson**, Merryweather Damson (Myrob)
- **Gage**, Old Greengage (Myrob)
- **Pear**, Conference, Jargonelle, Williams

The large boulder stepping stones, which create a raised path-way across the park, provide habitats suitable for amphibians, spiders and other insects.



In both the northern and western areas of the park, two large ponds have been excavated which serve dual purposes. They provide protection to the Springbank Community Resource Centre from flooding but they also constitute a fantastic aquatic habitat.

Over the past few years, planted vegetation has become established in the ponds, with species such as rushes, yellow iris and water mint now present. Dragonflies, amphibians, pond snails, water beetles and more are now inhabiting the ponds.



Six swales have also been created within the park, providing seasonal - pool habitats for an array of creatures such as water snails, dragonfly nymphs, water beetles and frogs.

During spring at least two of these ditches house large populations of tadpoles.

To provide interest in colour, texture and to increase biodiversity, large areas of ground were re-seeded with wildflowers. In the general meadow areas, a mix of short-term annuals, such as cornflower and poppy, and long term perennials has been used.

The annuals gave a 'firework display' of colour in the early years, which were slowly replaced by more varied and longer-lasting colour as the perennials have established.

Park users were however disappointed with colour in subsequent years and in the visual quality of the vegetation towards autumn. There was also some dissatisfaction with the lack of accessibility into the wild flower areas.

To remedy this, paths were cut into wild flower areas to form an interlinking network. The vegetation was cut, bailed and removed at the earliest opportunity in September. This course of action, although not ideal from a biodiversity standpoint, seems to have met with local approval.

This, and other experiences of establishing wild flower plantings in council parks and gardens, has been incorporated into a comprehensive review (*as part of the Management of Green Flag Parks document; A Detailed Review of the Council's Wildflower Planting in Parks and Gardens*).

In order to achieve colour in subsequent years, a trial of power harrowing in selected areas of existing wild flower growth. This appears to encourage the germination of the existing seed bank of annual seed and provides a relatively cost-effective way of generating the colour without going to the lengths of cultivating and reseeding large areas. Since 2014 bales from the cut which takes place in June have been sold at a local agriculture sale in November. The funding from this goes back into making the cutting and baling operation cost neutral.



In the wilder, damper areas, mixtures have been used which require little or no mowing and which can tolerate being submerged or prefer an existence on the margins of the pools and swales.

Within the informal play area, a tussock mix has been used where, apart from litter collection and cutting around equipment, horticultural maintenance is zero.

In the southern area of the park, an old hedge-line has been retained, where the boundary of the old scrap yard once was. In 2013 the old hedge line has been laid by the Trust for Conservation Volunteers (TCV) and some local residents. The increased bramble growth in this area will be controlled with a varied intensity to maintain a diverse habitat structure. The hedge line and trees are important for supporting many species, including birds. Blue tits, blackbirds, house sparrows, starlings, goldfinches, house martins and more are seen.

In an area adjacent to this site, two copses have been planted, as part of the BBC Breathing Places Tree O'Clock event in 2009. The trees were supplied by the Woodland Trust and planted with assistance from the local community. These areas, which are maturing nicely, with a developing understory of brambles and grasses provide dense vegetation for nesting birds and an array of invertebrates.

The measures taken have significantly increased the range and quality of habitats available and many species not previously seen now inhabit the park.

5.4 Grass

The close mown grass in the park forms both a low growing ground cover and a multi-use surface for informal play, sports surfaces, strolling and dog walking, and as a buffer between paths and wild flower areas. It will continue to be maintained at a height and in a condition to allow all of these activities to take place.

6.0 MANAGEMENT OF SPRINGFIELDS PARK

Cheltenham Borough Council is responsible for the development, management and maintenance of Springfields Park.

This section of the management plan is in three sections.

The first deals with **Community Engagement**, involvement and use of the park, including marketing and events that bring people into the park.

The second section deals with **Environmental Management and Maintenance** of the park, including a financial breakdown of costs.

The third section deals with **Park Development** and includes a SWOT analysis, prior to the Action Plan which details the activities and improvements planned over the next several years.

7.0 COMMUNITY ENGAGEMENT

As outlined above, Cheltenham Borough Council's policy is to develop parks and facilities in conjunction with park users. As such, consultation is undertaken on a regular basis and there is a good relationship with the West Cheltenham Partnership, the Springbank Forum, and local schools.

A large number of events are organised to bring people into the parks, to encourage play, to educate about the local environment and to engage the local community with their park.

Community events organised by the West Cheltenham Partnership and The Play Gloucestershire Play Ranger team are well attended and appreciated by the local community and the new café serving as an additional hub for local activity and engagement.

7.1 The Local Community

Friends of Springbank (FoS) was set up originally as a specific residents association and subsequently changed its name to be more inclusive of the area as a whole.

FoS encompasses many groups, including the Springbank Environment Group, bingo, craft clubs and more. It has a governing board including a chairman and treasurer and meets periodically. It has raised funds for various projects (often with the help of West Cheltenham Partnership) including the Springbank Community Garden. It also supports fun days in conjunction with the Community Centre.



Springbank Forum developed from an amalgamation of the group set up to manage the development of the Springbank Community Resource Centre building, which now houses a local Housing Association meeting for Springbank.

It is managed by West Cheltenham Partnership and aims to address issues specific to the local area, bringing together as many stakeholders as possible/useful.



The Springbank Environment Group, set up to assess ecological developments in the park, has now been amalgamated into the Forum to reduce the number of meetings and to enable wider input from local organizations.

The Springbank Environment Group is an important partner for the Council in the management and maintenance of the park. They undertake monthly tidy-ups of the park as well as adhoc ones in between if required.

7.2 Marketing and Promotion

Marketing of the park is an important component of its management. Many of the events and activities are organised by the West Cheltenham Partnership and Springbank Forum. As such, any events and activities are widely publicised through their well-established communications network in the locality, which links into the housing associations, local police, primary care, education and child care and local resident groups, to name but a few.

Council-led activities also benefit from the same promotional routes. The Council's Green Space Development Team (GSD) work with the Council's communications team to ensure the website is up to date.

The Council's website contains several web pages about the park and information about accessing the park and links with Springbank Resource Centre.



7.3 Using the Green Flag Award in Marketing

Achieving the Green Flag logo was a very important milestone for the newly regenerated park and has been applied to publicity relating to Springfields Park, for example, posters, flyers, web pages and local media releases, with the certificate displayed on the new

noticeboard and flag flying next to the Community Resource Centre, being emblematic of the quality and standard of the park.

7.4 Marketing:

The extremely high use of the park and excellent attendance at park events and activities suggests that the marketing for the park is achieving its aims and does not need a major overhaul.

7.5 Special Events

Special events are events organised by external organisations looking to use the park as an event venue.

The Springbank Resource Centre regularly uses the park for events.

The parks and open spaces are actively promoted as event venues to the community and to organisations. The council website has information about all elements of event organisation, such as insurance, risk assessments, setting up, clearing up times, duration and nuisance to local residents.

With the regeneration of the park, there are more opportunities to market it as a potential venue for external events and this would be addressed with the Special Events Officer.

7.6 Community and Play Ranger Services

The newly appointed Community Ranger is an important asset in raising the profile of the park. The ranger has a remit to encourage community involvement and to educate, leading volunteer work parties and providing a key link between community and council.

Over the lifetime of this management plan for Springfields Park, there will be an increased emphasis on ecology, bio-diversity and sustainability in the park. Therefore the focus of the community ranger is to work on improving the habitats for bio-diversity, on educating the public and on supporting wildlife.

The Play Gloucestershire Play Ranger team organises events in school holidays in various locations and Springfields Park is included in this programme.

Typical events include sports, circus skills, face painting, arts and crafts and more. Although the Play Ranger service has been reduced as a result of budget cuts, the aim is to continue to provide as many events as possible.

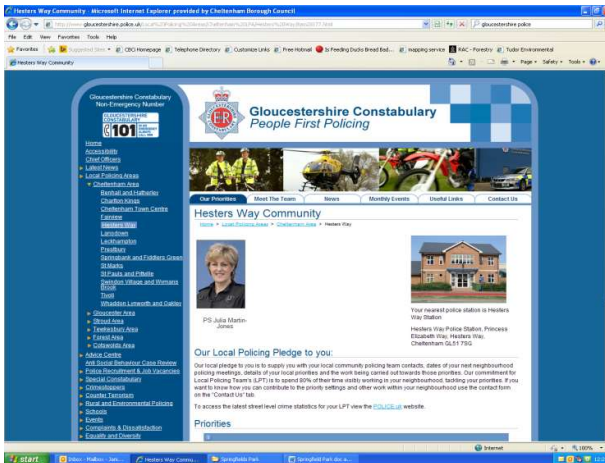


7.7 Security

As mentioned before, there are a number of access points to the park which have barriers to prevent unauthorised vehicular access. These barriers are inspected regularly. The park's major path ways are well-lit.

7.8 Policing

Police Community Support Officers (PCSOs) patrol parks and show an increased presence if problems are identified. They work closely with the community ranger and council officers.



Policing in the area is co-ordinated locally by the Hesters Way Safer Community Team who convene a quarterly meeting of the Hesters Way Neighbourhood Co-Ordination Group.

The meeting is open to members of the public and is attended by council officers, housing managers and local community groups. Where appropriate the police will

set up SARA plans or specific site based surgeries and report back accordingly.

The Policing Pledge:

“Our local pledge to you is to supply you with your local community policing team contacts, dates of your next neighbourhood policing meetings, details of your local priorities and the work being carried out towards those priorities. Our commitment for SCT staff is to spend 80% of their time visibly working in your neighbourhood, tackling your priorities. “

Springfields Park is the only park in Cheltenham to benefit from CCTV surveillance. The cameras are remotely operated and send good quality pictures back to the police control room.

Overall, the security measures implemented, in line with Council objectives to reduce anti-social behaviour and reduce the fear of crime within parks and green spaces, are beneficial in Springfields Park.

Some aspects will be reviewed during the life of this management plan and the situation will be monitored and reviewed to ensure continued success of the approach.

7.9 Buildings Management and Maintenance

The pavilion and park are included within a rolling 20 year planned maintenance database of assets and properties held by the Property and Asset Management Division.

SUMMARY 5 YEARS

20 Year Maintenance Programme

Sum of Cost	Year					
Building	1	2	3	4	5	Grand Total
Springfields Park Pavilion	1000	1000	1300	1300	8,700	13,300

SUMMARY

20 Year Maintenance Programme

Sum of Cost	Year x 5				
Building	Year 1-5	Year 5-10	Year 10-15	Year 15-20	Grand Total
Springfields Park Pavilion	13,300	18,400	18,600	15,100	47,900

A pavilion attendant looks after the pavilion, unlocking and locking it on match days and cleaning it during the week after bookings.

7.10 Infrastructure and other facilities

Any major faults are responded to and addressed immediately by the parks infrastructure inspection officer through:

- scheduled inspection regimes (**Appendix 4 shows Site Infrastructure Inspection Sheet**)
- the 'REPORT IT!' facility on the council web site
- telephone calls or e-mails from the public or police community support officers

7.11 Financial Aspects of Park Maintenance

The Council does not disaggregate the parks and landscapes budgets on a per park basis. However, costs for Springfields Park are broadly divided into two main areas: management and maintenance.

A budget cut imposed on the department will mean a small reduction in the overall amount allocated for the management and maintenance of Springfields Park but since it coincides with the near completion of the capital works, it is likely that the Parks Development

technical input will be reduced without significantly impacting on the maintenance and standards in the immediate future.

The council also works with local organisations to supplement its own maintenance resources, by forming partnerships with organisations such as the Wildlife Trust and TCV. The active involvement of local residents in the form of the Springbank Environment Group has also made a significant contribution to the maintenance of Springfields Park.

Management functions are performed by the Green Space Development team and maintenance is undertaken by a Council owned company called Ubico. Staff employed by Ubico undertakes works across the town with no permanent staff based on site.

The GSD team and Ubico are based at the same Depot, which aids communication between teams. Regular weekly meetings between Ubico staff, the community ranger and Green Space officers take place in order to keep everyone up-to-date with work in progress and development projects.

The sum of their combined attendance in Springfields Park over the year, and that of specialist services that may be required for the maintenance of infra-structure is estimated to be equivalent of two-thirds of a full time person.

7.12 Facilities Maintenance

All play equipment is regularly inspected with weekly and monthly written reports, together with an annual independent third-party inspection and report.

A Play Area and Recreation Inspector inspects the play areas on a weekly basis and deals immediately with minor repairs to make safe any problems.

All staff visiting the site will make a routine visual inspection of the area and report or remove litter and graffiti.

Any damage will be reported or dealt with immediately, making an area or piece of equipment 'safe' or putting it out of use to the public.

This is backed up with a programmed inspection regime and formal methods of reporting any faults or damage etc.

7.13 Capital Investment

The Springfields Park regeneration project was the first of its kind to be funded by pooling developer contributions from several housing developments nearby and combining sums of money dedicated to sustainable transport, play and public art.

More recently it benefited from government Playbuilder funding for the provision of an informal play area.

The Toddlers playground is also seeing an investment of £30k to revamp the area in 2022.

8.0 PARKS DEVELOPMENT

8.1 Conservation of the Park and its Built Environment

The future of Springfields Park is assured through the implementation of the management plan, the continued good relationship with, and involvement of, the local community and user groups and the focus on the park that is achieved through the process of applying for, and retaining, the Green Flag Award for the park.

The policies and measures described in this management plan assure the conservation of the park infrastructure, facilities, the green infrastructure and the habitats within the park.

As already described, the conservation of the pavilion is assured through a 20-year rolling maintenance programme.

8.2 Future Development of Springfields Park

The Green Space Development Team uses customer feedback, consultation, policy frameworks, development plans and more to plan for the future of the park.

This information is translated into an Action Plan, which lists required outcomes and time-frames for park developments and improvements.

The process of applying for and retaining a Green Flag for Springfields Park is seen as important in the park's development, and in recognising the hard work of local people.



A large amount of work was undertaken to upgrade the park and install high quality facilities through capital investment.

This has been referred to in more detail earlier in the document. The focus of future development work will be to underpin all of this by establishing effective maintenance regimes, maintaining the high level of organised activities and events, good

feedback mechanisms and above all by encouraging local management of the park.

The local community has been very involved in the process and all indications are that the improvements and measures implemented have been well received. The park is very widely used and appreciated by park users and there are no indications that further major development of the park is required at the present time. Anti-social behaviour is still an issue in the area that poses a threat and needs to be closely monitored using the systems and equipment already in place.

Some areas previously identified for more minor works included: the installation of welcome notice boards (which has now been undertaken), some modifications in management regimes, as required for climate change and sustainability policies and other items discussed in this document which have been incorporated into the Action Plan.

8.3 SWOT

In order to help assist in the decision-making process for the Action Plan for the life of this strategy, a SWOT analysis was undertaken to help identify areas that would need attention or would need to be monitored in forthcoming years.

Strengths	Weaknesses
<ul style="list-style-type: none">• Green Flag Award• Management Plan in use• Committed local volunteer group• Park well used and supported• Wide range of ages catered for• High standard of play equipment• Active and quiet areas• Involvement of West Cheltenham Partnership running events	<ul style="list-style-type: none">• Not widely known about compared to other Cheltenham parks• Can look messy compared to other conventional parks and popular perception of what constitutes a 'park'
Opportunities	Threats
<ul style="list-style-type: none">• External grants• Involvement of local community to manage park• Habitat improvement• Raise profile regionally and nationally as exemplar project• Growing relationship with Springbank Community Group and Café	<ul style="list-style-type: none">• Cuts in Council budgets• Possible cuts in external grants• Reduction in resources• Increase in anti-social behaviour• Climate change• Decreasing parks team

9.0 Action Plan

Key:

CPO - Community Parks Officer

CR - Community Ranger

GSDM - Green Space Development Manager

GSDO – Green Space Development Officer

MC – Marketing Cheltenham

Ongoing – for tasks or projects that do not have a timeframe or end date

PPTO - Parks and Playgrounds Technical Officer

Regularly- for tasks that are carried out periodically

SEO – Special Events Officer

TO - Tree Officers

WCP – West Cheltenham Partnership

WT – Website team/Communication team

Park Development Plan

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.1 Welcoming Place	To ensure that Springfields Park is welcoming and accessible to all possible users	Review parks signage, to ensure up to date information and legible	Check all sign and make changes if needed	Legible signage with up to date information	Winter 2021	PPTO	Current signage, up to date with further additions considered
		Increase the local communities knowledge of the park	Produce information about park and distribute to local schools	The park becoming a community asset	Spring 2023	CR	
			Install notice boards near Resource Centre. Funding raised by West Cheltenham Partnership (WCP)	Help to promote the park as a community asset	Winter 2019	CPO	Notice board installed by Resource Centre Spring 2020
			Install 2x picnic tables. Funding raised by WCP		Winter 2019	CPO	3x Picnic Benches to be installed Summer 2021
			Install 2x new directional signs for cafe	Promote local awareness and use of new facilities	Summer 2022	GSDO	

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.2 Healthy, Safe and Secure	To ensure the safety of all staff and users	Minimise hazards	Ensure all Risk Assessments up to date	Review RA programme & implement	Annual	GSDO	
		To ensure all contractors work within H&S guidelines	Correct paperwork submitted before all contracted work commences.	Correct paperwork received for all external works	Regularly	GSDO	
		Continued maintenance of path standards	Maintenance and repair of paths due to ground movement throughout park and re-widening of eastern pathway with removal of grass ingress	Restore/improve standard of paths	Ongoing	PPTO	
		Continue to report any incidents and maintain records of breaches of H&S	Regular inspections carried out on infrastructure including play equipment	Complete inspections reports and any faults reported and resolved	As per inspection regime	PPTO	
		Continue to work with Ubico, Police etc	Regular meetings & updates from Police	Regular update through email or attend quarterly meetings	Regularly	CR	

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.2 Healthy, Safe and Secure Continued		Continue with comprehensive formal regime of inspections	Weekly (visual) monthly (operational) & annual (external independent) inspection reports	Documented inspections completed and reports retained	Ongoing	PPTO	
6.3 Clean and well maintained	To maintain the highest standards of landscape, ground maintenance & cleanliness	Maintain the park free of litter and graffiti at all times	Review the litter and graffiti policy including lead times	Removal of fly tipping and graffiti within 1 day maximum	Regularly	GSDM/ UBICO	Review ongoing as part of a wider CBC review of recycling opportunities
		Ensure skate ramps are kept Graffiti free and in good repair	Review style of bins to reduce littering/windblown litter	Replace existing bin stock with closed top bins if deemed appropriate	Spring 2022	GSDM	
		Continue the programme of topping up self-binding gravel paths	To paint over graffiti as and when needed and skating surface coated	Graffiti free ramps and annual painting of skate surface by contractor	Summer Annually	PPTO	First phase completed Spring 2018
		Remove surplus fencing around copse	Implement the plan of works	Subject to budget, all paths topped up	2019/22	GSDO	Completed

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.4 Sustainability		Review cutting regime of parks hedges across the site	Remove fencing and clear under storey around the two copse in southern area	Native copse areas are free from bramble and allowed to continue to grow	Spring 2018	PPTO	3 year rotation agreed and third year completed
			Revise current regime to reduce ad-hoc flailing	New proposal for hedge cutting regime across the site	Autumn 2021	CR/Ubico	Hedge boundary reduced on west side due to residential property subsidence Spring 2020
			Source funding and implement master plan for the changes	An up to date toddler play area	2021/22	GSDO	
		Maintain usable access to play equipment and manage successional growth	Cutting back excessive bramble growth around natural play area and swales	Allow ease of access/use and retain habitat features	February 2022	PPTO	
		Create a masterplan for relocation of toddler play area	Replace the equipment which has come to the end of its lifespan	New natural play equipment	2022/23	GSDO	Delayed due to Covid 19. Review 2022
		Replace wooden natural play equipment		12 new stepping posts with Robina posts and up and under net installed	2019	GSDO	Completed 2019

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.4 Sustainability Continued	To adopt environmental management principles and therefore reduce the impact of management operations on the environment	To adopt an environmental policy for the parks service and therefore Springfield Park	Work within the council's policy for reducing impacts on the environment	Reduction of green waste removed from site after working parties and planned maintenance	Annual	ALL	
			Try to reuse natural materials whenever possible within the park	Bark chip around tree bases to help with water conservation	Ongoing	TO	
			To minimise the amount of reusable material being removed from site	Reduction of materials going to landfill	Ongoing	All	
			Removal of inefficient wind turbine.	Utilise money from sale of wind turbine for more efficient photovoltaic panels at sister site	Autumn 2021	WCP	
							Sale completed, awaiting removal, panels fitted at Hester's Way Community Resource Centre

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.5 Conservation	To promote biodiversity through appropriate management	Where appropriate increase the biodiversity of the park	Revisit the Identified areas for habitat improvements	Produce proposals to increase the improvements including species if possible	Spring 2022	CR	
		Maintain the health of park's trees	Carry out tree survey	Report produced and any work required scheduled in	Ongoing	TO	
			Monitor signs of Ash dieback	Take required action to remove infected tree to reduce the spread	Summer	TO	
		Improve structure of bramble around planted hedge and stone circle area	Selective cutting back of bramble growth around hedge and stone circle	Retain/improve habitat structure in specific areas	Early 2022	CR	
		Continue to produce a hay crop from the highlighted areas within the park	Ensure the grass is cut at the optimum time to produce the best crop possible	A hay crop taken and sold which will provide fund to continue the work	Annually	CR	

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.6 Heritage	Maintain the historical integrity of the park and its character zones	Continue to monitor the aquatic habitats on the site	Take action if needed to reduce the vegetation	The ponds and ditches provide a water catchment for the local area	Regularly	CR	
		Create baseline habitat data to monitor progress	Phase 1 Habitat Surveys and mapping	Creation of baseline habitat data for improved monitoring and utilisation of biodiversity enhancement opportunities	Spring/Summer 2022	CPO	
	Maintain the strategic significance of the green space in the new local plan and community plan	To promote the park's history and its significance of the garden within the local area Parked in local plan	To investigate the methods to capture historical information from the local community Continue to ensure that planning service are aware of the significance	Hold event for local residents to share their memories and photographs	Spring/Summer 2022	CR	
				Meet with Planners	Ongoing	GSDM	

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.7 Community Involvement	To encourage community involvement in the park through consultation, events and activities and Friends group	Continue to work with West Cheltenham Partnership (WCP) and the local community	Attend WCP meetings and help to raise the profile of the volunteers	Improve the communication opportunities to increase community involvement regularly with the park	Regularly	CR	500 native tree species planted Winter 20/21 funded by Forestry Commission's Urban Tree Challenge Fund. Due to COVID no volunteers were able to be involved in planting
			To raise awareness of the roles that volunteers can play within the park	To establish a regular working group to carry out small tasks and encourage community participation	Spring 2022	CR	
				Encourage one off environmental community events	Annually	CR	
		Encourage the local schools and nursery school to visit the park	Provide information about the park	Design an information pack about the park invite schools to input.	Spring/Summer 2022	CR	
		Encourage local groups to use the park for events	Communication and engagement with local groups	Enhance public usage of the park for events	Ongoing	CR	

CRITERIA	VISION	AIM	ACTION	TARGET	TIMETABLE	ASSIGNED TO	PROGRESS
6.8 Marketing	To actively promote the park to all potential users	Increase the awareness of the park and the facilities	Ensure CBC website displays correct information	Up to date website which is easy to use	Regularly	WT	
			Work with Tourism Cheltenham	Cheltenham's parks and gardens are included within any marketing of the town	Ongoing	CR	
			Work with Tourism Cheltenham	Encourage event's organiser to share to CBC social media pages	Ongoing	MC/SEO	
				Wider awareness of parks and what they have to offer to a wider range of users	Ongoing	MC/SEO	
6.9 Management	To provide a responsive, flexible and high quality management service	Apply for the Green Flag Award	To submit the Green Flag Award application	Application submitted	Feb 2021	CPO	Submitted Feb 2021

This plan will be reviewed annually, but on-going feedback from stakeholders and regular meetings with the West Cheltenham Partnership (WCP) will enable continuous development.

Appendix 1: Example Risk Assessment

Cheltenham Borough Council
Risk Assessment

SP16.2

Green Environment, Parks Development Team
Risk Assessment, Skate ramp and barrier repairs

Ref. No.

Activity/Equipment/Substance/Environment: Alteration to skate equipment barrier repair	
Location: Springfields Park	
Persons at Risk: : Workers and bystanders, park users	
What are the hazards? Collision, trips and falls	
Existing Control Measures Vehicles Keep speeds to <5mph within the park Use warning lights when vehicles are moving Give way to pedestrians and cyclists Work area Secure immediate work area to prevent unauthorised access and erect signs Maintain secure storage of all materials and equipment on site Keep area outside site fence free from debris Site to be in a safe condition for users when contractor's personnel are not on site. Be aware that the site is on a 'walking to school route' and is also a popular gathering place for youths in the evening Onlookers to be screened from any ejected debris from grinding or fettling and any by products of welding Personnel Contractor to work within the guidelines of CBC Health and Safety Policy PPE appropriate to the task being carried out to be worn Contractor Contractor to carry out risk assessments for techniques employed during installation	Risk Rating <div style="border: 1px solid black; width: 40px; height: 40px; text-align: center; line-height: 40px; margin: 10px auto;">4</div>
Are risks adequately controlled? If not, why not? Yes	
Additional Controls or Action Required By whom?	New Risk Rating <div style="border: 1px solid black; width: 40px; height: 40px; margin: 10px auto;"></div>
Legal compliance (if appropriate)	Yes No
Signed (Assessor) Tony McNameara	Date 19/11/12
Signed (Contractor) J.V.C. Baglin	Date 6-12-12
Signed (Line Manager) A. Ryan	Date

tony.mcnamara

Page 1

19/11/2012

RISK RATING				
Likelihood of Harm			X	Severity of Injuries
1	Improbable	x	1	Trivial injury
2	Possible		2	Minor injury
3	Occasional		3	Over 3 day
4	Frequent		4	Major injury x
5	Common		5	Death
ACTION LEVELS				
Rating	Risk		Action	
0-5	Low		Satisfactory	
6-14	Medium		Action Required	
15-25	High		Immediate action	

Appendix 2: Example Infrastructure Inspection

Infrastructure Safety Inspection Form for: Springfield Park inc Hesters Way Lane					
February, April, June, August, October, December					
During inspection of the above site the following features were inspected:					
<ul style="list-style-type: none"> • Flowerbed • Shrub bed • Metal bench • Wooden bench • Building/Pavilion • Grill cover, • Manhole cover 		<ul style="list-style-type: none"> • Metal fence, • Wooden fence • Gate • Grass Surface • Litter Bin • Bitmac path 		<ul style="list-style-type: none"> • Gravel, bark or other unmade path • Paved Path • Lamp post • Sign post • General signs • Other feature:..... 	
Defect	Location	Remedial Work Required	** Category	*** Action	Sign & date when job complete.
Play area - toddler gate not closing		RE-FIX	P		Ordered: MG AWARE. This. Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
					Ordered:
					Complete:
See continuation sheet? No € Yes € If yes, sheet of					
** E	Emergency safety defect - 24 hours	7	Maintenance defect 7 day repair	P	Planned Maintenance/Minor Development Works (6+ months)

*** Action Taken

Refer to Property Services Response maintenance only

Refer to External Contractor Work contracted out.

Dog Foul Sign at entrances to Park? Y / N (circle) Level of Dog Foul: (low) 1 2 3 4 5 (high) (circle)

I declare that following the inspection no other defects were found other than those specified above:

Signed.....

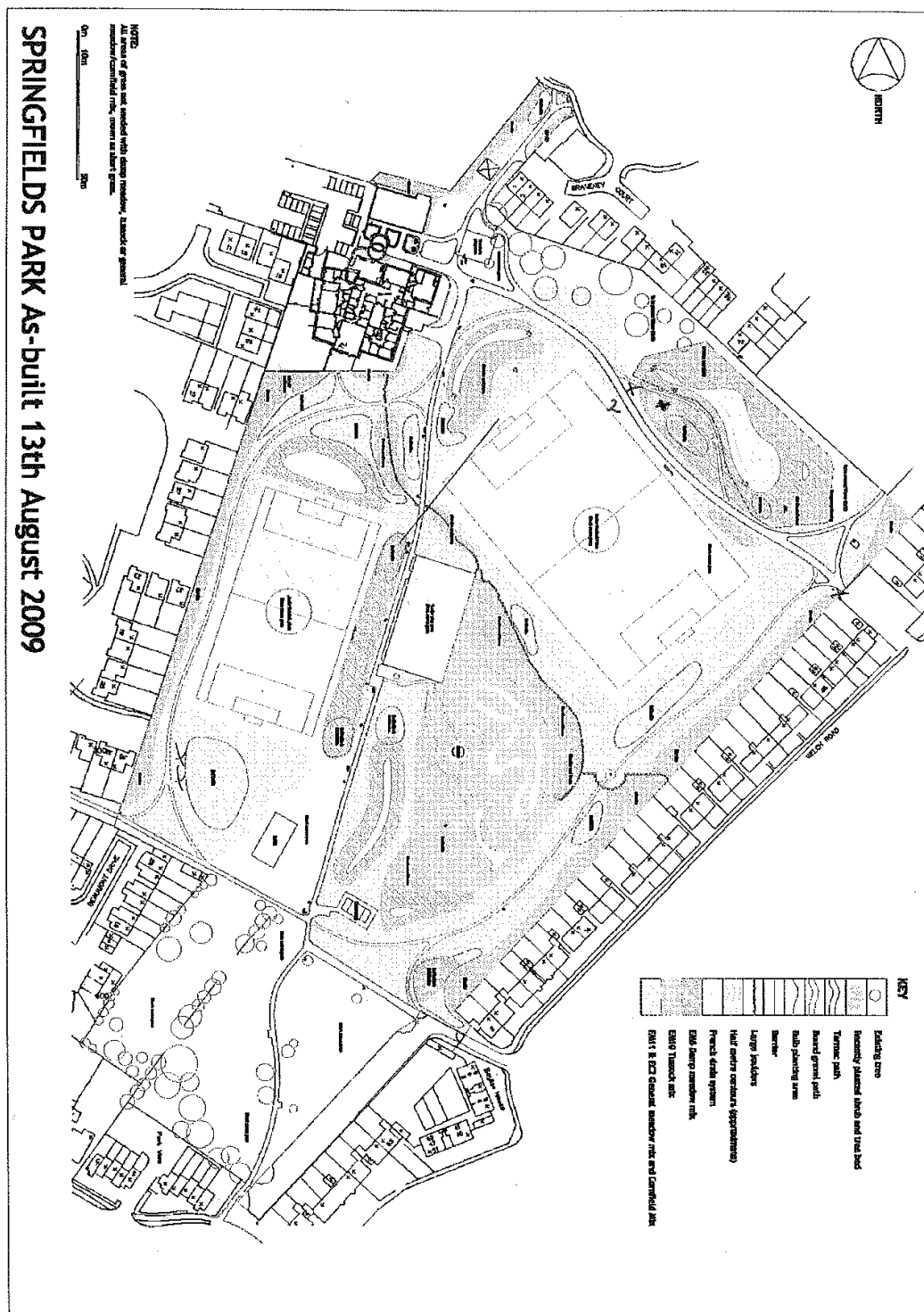
Date... 7/11/14

All repairs complete.

Signed.....

Date.....

Appendix 3 Example Play inspection



MONTHLY INSPECTION REPORT

N/A

Site Check

Site Name

SPRING FIELDS PARK

Address

2-9-14

Office of Inspection

7.55

Prime of Inspection

Cool Dry Bught

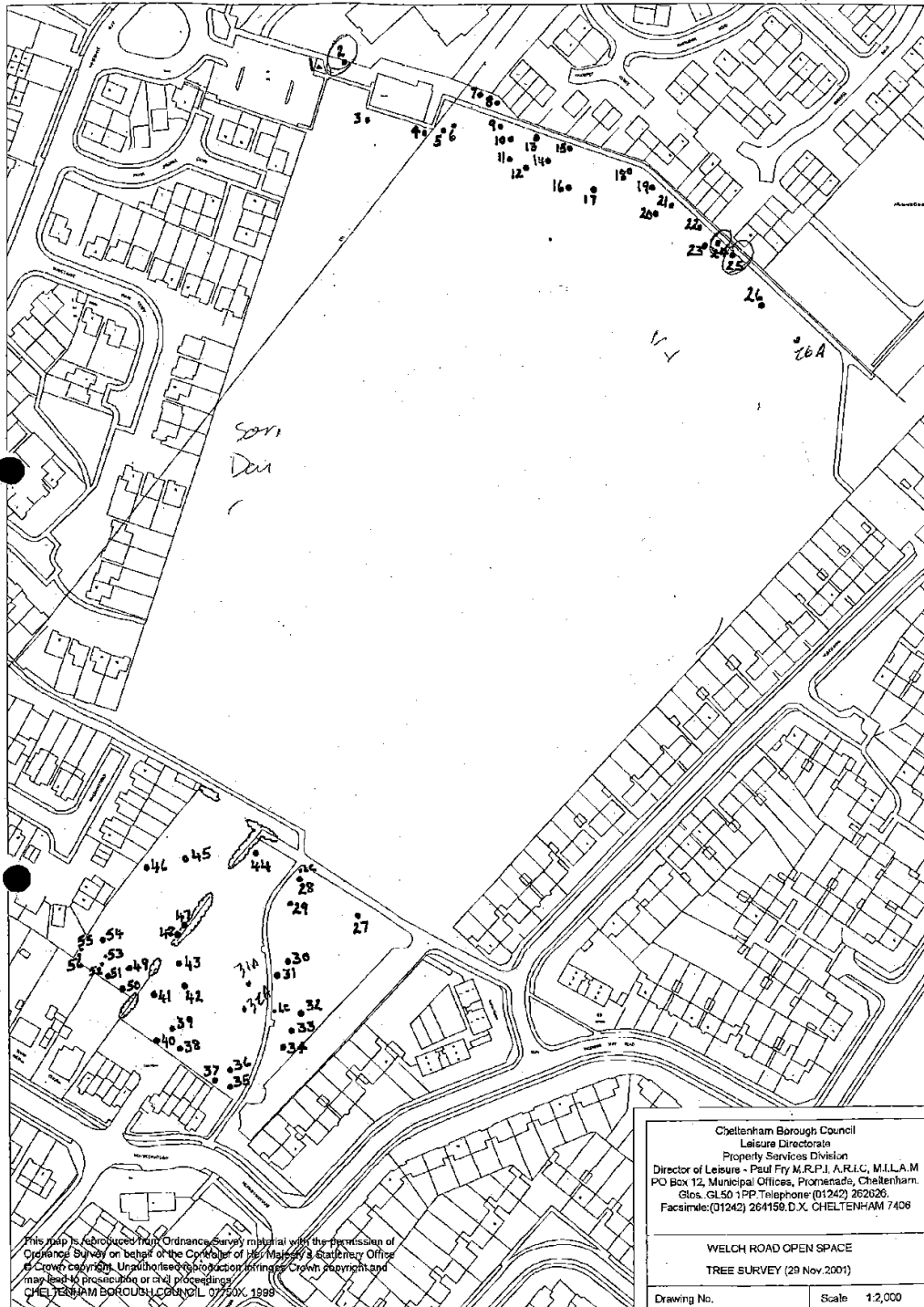
[illegible]

MONTHLY INSPECTION REPORT

[illegible]

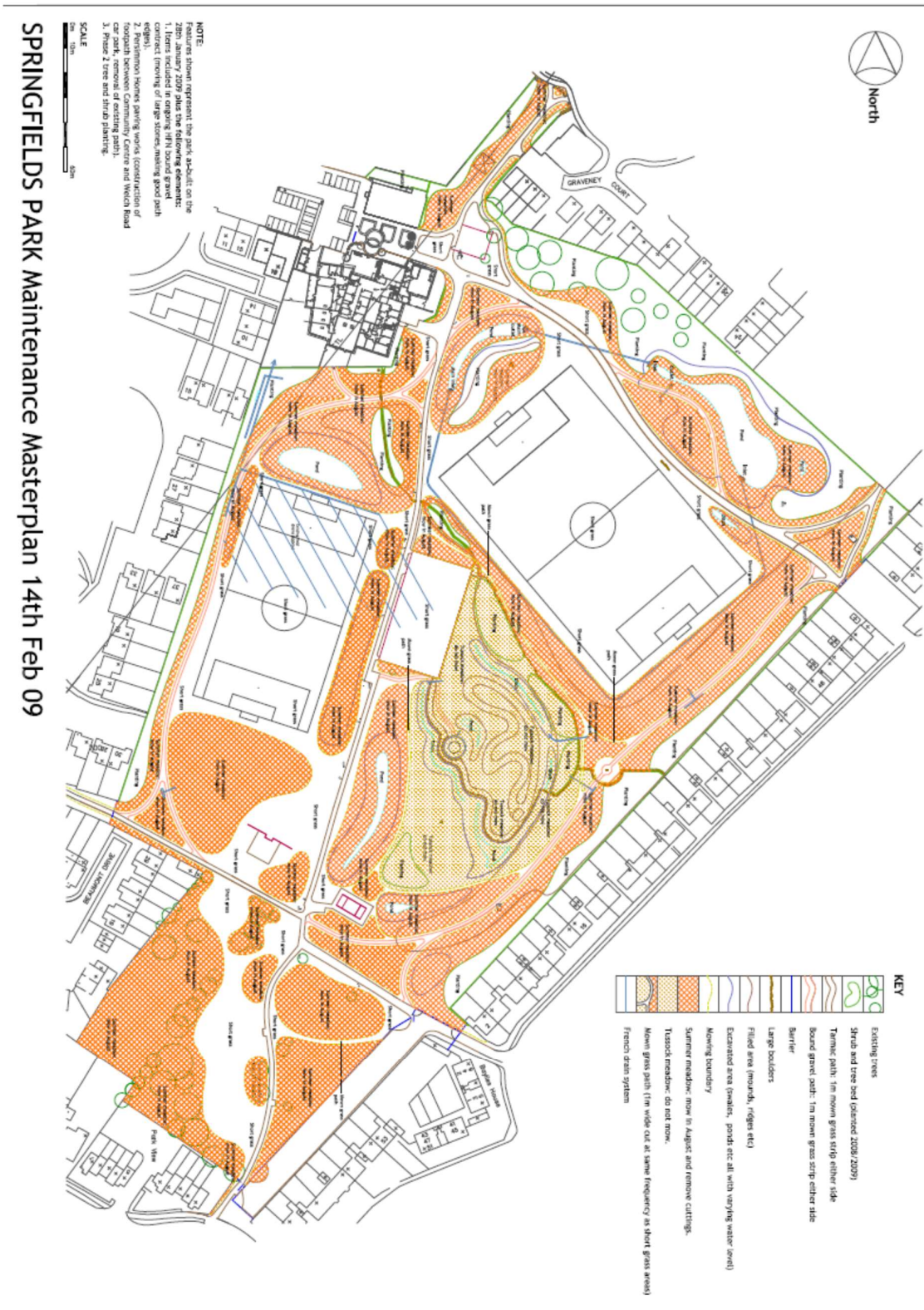
Appendix 4: Example Tree inspection

Full species list and twice yearly inspection reports are available on request



01452 731131

Appendix 5: Habitat survey



Appendix 6: Example Safe System of Work – Application of Herbicide

<u>Safe System of Work</u>	
REF.NO. <u>SSW 29</u>	
<u>ACTIVITY:</u>	
APPLICATION OF HERBICIDE [GENERIC]	
SEE ALSO SSW FOR SPECIFIC CHEMICALS BEING USED	
<u>LOCATION:</u>	
<ol style="list-style-type: none">1. All operators to be trained and pass PA1 and PA6 as a minimum. To enable non – qualified employees to be supervised during operations if required.2. Correct chemical for task to be identified.3. Chemical to be stored in chemical store when not in use.4. Chemical log to be stored in chemical store when not in use5. Record kept of daily amount used on form provided.6. Records kept of location, weather conditions etc on forms provided.7. Compliance with chemical data supplied with chemical.8. Chemical used at correct dosage.9. If chemical transported, done so in a safe manner and in an appropriate storage container.10. Correct PPE worn at all times.11. Sign used if required.12. Equipment used to be correct for application, functioning and cleaned after each task or day's work, whichever is appropriate.	
SIGNED [ASSESSOR]	DATE
SIGNED [LINE MANAGER]	DATE

Appendix 7 Species list for Springfield Park:

Plants Brambles Buddleia Common chickweed Common knapweed Common nettle Cornflower Creeping butter cup Creeping buttercup Curly water weed Dog rose Dogwood Elder Flay Iris Flowering rush Hawthorn Hazel Holly Mugwort Ox-eye daisy Purple loosestrife Red clover Ribwort plantain Smooth sow thistle Spear thistle Spear thistle Spike rush Tufted vetch Water mint White clover Wild carrot Wild carrot Wild teasel Wild teasel Yarrow	Pondlife Common Frog Pond Skater Pond Snail Water Boatman Dragonflies Broad-bodied Chaser Emperor Butterflies Common Blue Peacock Red Admiral Small Tortoiseshell Birds Blackbird Chaffinch Goldfinch Greenfinch House Martin House Sparrow Magpie Robin Starling Wood Pigeon Wren
--	--