



MANAGEMENT AND MAINTENANCE PLAN CEDARS PARK 2025



**BOROUGH OF
BROXBOURNE**
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CONTENTS

Introduction	3	Section 5: Hard landscape maintenance	21
Section 1: Existing condition	4	5.1 Sealed surface drives and paths	22
1.1 Outline history	5	5.2 Gravel paths and tracks	22
1.2 Significance	5	5.3 Benches	22
1.3 Park condition	5	5.4 Bins and litter	22
1.4 Landscape maintenance	6	5.5 Buildings	22
1.5 Policy and strategy context	6	5.6 Brick and flint walls	22
1.6 By-Laws	6	5.7 Iron railings	22
1.7 Tenancies	6	5.8 Structural/safety inspections	22
1.8 Summary of proposals	6	5.9 Play features	22
Section 2: Key issues	7	5.10 parking/vehicle access	22
2.1 Administration and management	8	5.11 Signage	23
2.2 Accessibility	10	5.12 New art, commemorative and memorial policy	23
2.3 Visitor facilities	10	5.13 Wildlife habitats	23
2.4 Risk management	10	Section 6: Vision and Objectives	24
2.5 Potential for additional revenues	10	6.1 A welcoming place	25
2.6 Best value	11	6.2 Healthy, safe and secure	25
2.7 Sustainability	11	6.3 Clean and well maintained	25
2.8 Archaeology and statutory protection	11	6.4 Environmental management	25
2.9 Site furniture and signage	11	6.5 Biodiversity, landscape and heritage	26
2.10 Soft landscape management	12	6.6 Community involvement	26
2.11 Volunteer involvement	12	6.7 Marketing and communication	26
2.12 Public Space Protection Order: Control of Dogs	12	6.8 Management	26
Section 3: Administration, management and finance	13	Management action plan 2025	28
3.1 Organisation	14	Section 7: Appendices	34
3.2 Quality control	15	Appendix 1: Action Plan 2024	35
3.3 Consultation	15	Appendix 2: Cedars Park Marketing Plan 2025	42
3.4 Events	15	Appendix 3: Cedars Park Guide book	46
3.5 Future development	15	Appendix 4: Friends of Cedars Park Committee Meeting	48
3.6 Friends and volunteer involvement	15	Appendix 5: Broxbourne Policy on Pesticide Usage	52
3.7 Health, safety and security	15	Appendix 6: ParkHerts Management Plan	55
3.8 Interpretation and promotion	15	Appendix 7: Control of Dogs	60
3.9 Learning and training	15	Appendix 8: Example of Play Equipment Inspections/ Risk Assessment	63
Section 4: Soft landscape maintenance	16	Appendix 9: Cedars Park feedback 2024	64
4.1 Lawns	17	Appendix 10: BEST - Risk Assessment	75
4.2 Wildlife meadow areas	17	Appendix 11: People counter	83
4.3 Shrub and flower beds	17		
4.4 Parkland and avenue trees	17		
4.5 Woodland	18		
4.6 Woodland ground flora	19		
4.7 Pond and ditch banks	19		
4.8 Leaf collection	19		
4.9 Hedgerows	19		
4.10 Planted trees	19		
4.11 Pest and weed control	19		
4.12 Wall-trained trees and shrubs	19		
4.13 Protection of water quality	19		
4.14 Wildlife enhancements	20		
4.15 Public safety	20		
4.16 Pond-edge maintenance	20		

Introduction

This management and maintenance plan for Cedars Park has been prepared as a draft, to be formally adopted by the Borough of Broxbourne on completion of a Parks for People grant. The Borough would agree to uphold the standards of management and maintenance set out in the plan. The Borough recognises that additional financial resources are required to implement the Plan and to maintain the capital investment in restoring the Park, and supports the commitment set out in this plan.

Background

Cedars Park is a small but highly significant historic public park located on the edge of Cheshunt and Waltham Cross in the Borough of Broxbourne. The park is popular and well-maintained, and has recently benefitted from the completion of a project to improve the conservation and appreciation of its important historic features, and the quality of facilities for visitors and local residents.

This plan has been prepared on completion of the project, supported by the Heritage Lottery Fund and Big Lottery, and the site owner, The Borough of Broxbourne. It should be read in conjunction with the Cedars Park Conservation Management Plan, which sets out the policy basis for the capital restoration and management works, and the character and values of the park which this plan aims to conserve. The Conservation Management Plan concluded that the heritage interest of the designed and archaeological landscape is of national importance. **The Conservation Management Plan is available for inspection on-site or at the Borough Offices.**

The Park has benefitted from substantial works to conserve its heritage value and remove visual detractors, but also to improve community involvement, public circulation and enjoyment of the park. Works included restoration of the historic paths and repair of the Tudor and later garden walls; replanting of woodland; provision of natural play features; repair of the park boundary; the provision of interpretation boards; resurfacing of paths; and improvements in maintenance. The project is also supported by local business and other partnerships, other grant aid, and by a commitment from the Borough to improve future maintenance. This Plan sets out how this latter element will be achieved and sustained.

Broxbourne Borough Council has established good management including dedicated staffing, a CCTV system and Cedars Nature Centre improvements.

Area

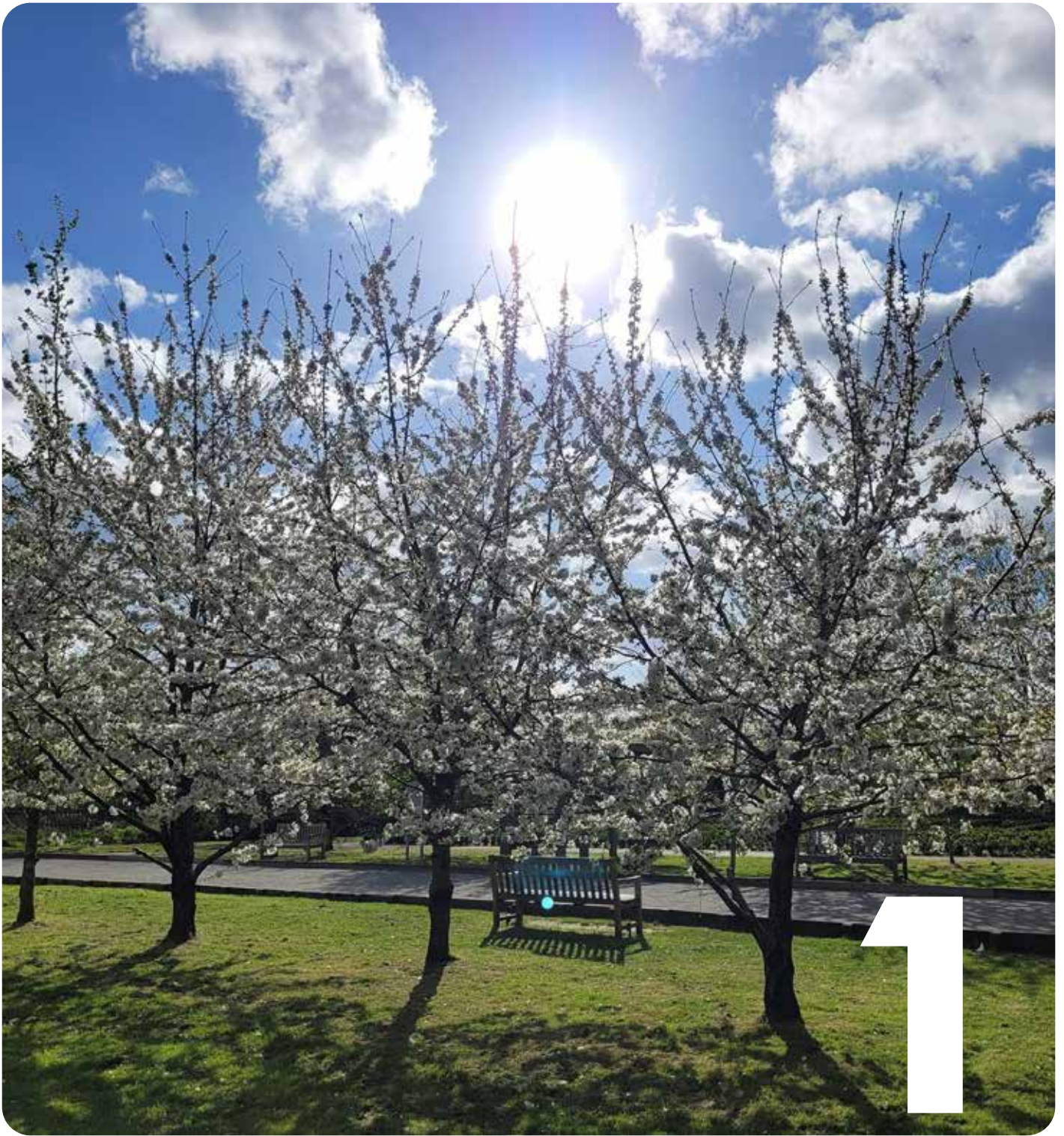
This plan is to apply to Cedars Park only, the boundary of which is set out on the attached plan (see figure 1 in appendices), but includes the café, other buildings, walls and ornamental grounds.

Authorship

This plan has been drafted for the Borough by Nicholas Pearson Partnership LLP; The Green Spaces Manager; Green Spaces Officer and other Environmental Services officers. This team has been reporting directly to the Borough's Cabinet member for Environment and Culture.

The management proposals that follow respond to the description of the park set out in the Conservation Management Plan, and the above objectives. The proposals are subdivided into sections:

3. Administration, management and finance – addresses how the above works are to be implemented, costs, and organisation.
4. Soft landscape maintenance – covering maintenance and development of planting, grass and trees. Pond management – sets out how the designed and wildlife qualities of the pond will be sustained.
5. Hard landscape maintenance – including hard surfaces, park furniture, paths, walls, fences, structures and buildings.



EXISTING CONDITION

1.1 Outline history

- Half the park is a Scheduled Monument, being the site of a magnificent and influential Tudor house with extensive grounds, created by leading architects, gardeners and craftsmen for Sir William Cecil, and becoming a de facto occasional palace for Elizabeth I. Elements of the present park can be identified as probable or possible parts of the original Tudor or Stuart gardens.
- On his accession, James I persuaded Sir Robert Cecil to exchange Theobalds for Hatfield House, so that it became a true Royal Palace. James I dramatically extended the park and accommodation. As a Royal Palace, it was the scene of great state occasions, from the masque by Ben Jonson to the raising of the Royal Standard by Charles I at the start of the Civil War.
- Occupied by a puritanical military governor of Hertfordshire, and by non-conformists and Presbyterians, Theobalds was transformed into a little Commonwealth, that was later the home of two influential Presbyterian theologians.
- The park includes parts of three surviving eighteenth century gentry gardens, including a fine flint arch grotto and water garden.
- It is a popular green space for quiet recreation and enjoyment by the local communities, initiated as a public park by philanthropic gift.

1.2 Significance

- The significance of the park is demonstrated in the Conservation Management Plan.
- The setting of the Scheduled Monument, and a range of listed structures.
- The site of some of the most extensive and influential gardens laid out in Tudor and Jacobean England, involving some of the most important gardeners of the period, and with several features, such extra space as the western pond and privy garden banks, surviving as earthworks .
- Site of a surviving date stone from the 1621 Theobalds Park wall.
- Site of an eighteenth century development of suburban villas, Theobalds Square, and the setting of the listed remains of three of these houses.
- Surviving garden features, planting and paths from the late eighteenth and early nineteenth centuries, including an unusual flint and brick arch folly.
- Home of renowned historic figures including Sir William and Sir Robert Cecil, James I, Charles I, Major William Packer, Lord Barrington, Sir Thomas Abney and Isaac Watts.
- Destination of some of the famous travellers and foreign commentators of the late sixteenth and early seventeenth centuries, including Jacob Rathgeb, Paul Hentzner and Baron Waldstein.
- An early twentieth century public park, given to the people of Cheshunt by Admiral Meux and opened by the Earl of Cavan; a park with a history of community involvement including the erection of a bandstand, patriotic display of a First World War tank, and community-designed entrance gates.

- A well documented site, with detailed evidence ranging from circa 1583 to the present day.
- An important urban green space, valued and shared by the local communities of Cheshunt and Waltham Cross.
- A range of fine specimen trees, including veteran plane and tulip trees, and regrowth from probable original palace planting of Abele (white poplar).
- A variety of accessible wildlife habitats, including native woodland, ponds and grassland.

1.3 Park condition

The continuing popularity of the Park partly reflects the appeal of the park landscape, the hard work of the park staff, and the quality of the trees. Following the major project, the site survey has identified only a few weaknesses in the condition of the Park:

- The roof on the park office and cart shed, south of Cedars Nature Centre was retiled 2018.
- Venusberg refurbishment works completed January 2024.
- Occasional lack of parking capacity on the site.
- The need to upgrade horticultural flower beds at the centre of the park.
- Water quality and silt managed with HLF funded refurbishment work was carried out in 2018 and 2020.
- The much reduced but ongoing risks to walls and buried archaeology from tree and shrub growth.

As a result of the conservation works, English Heritage has now removed the scheduled monument from the At Risk register.

• WW1 Tank

On 2 July 2019 a replica World War One tank was installed as a permanent feature to Cedars Park, as part of the Heritage Lottery Project.

The tank came from Cambridge-based Landships CIC and was originally created as a prop for the 2006 film, *The Magic Flute*, and despite its gigantic size; the replica is roughly five feet shorter and 18 inches narrower than the original tank. Weighing between six and seven tons, the replica is also lighter than the original which weighed 28 tons. It currently represents a 'male' variant having 2x6 pounder main armament in each sponson. Its main guns are capable of representing live firing – although dummy barrels, they are tube lined to enable 'squibs' or large fireworks to be discharged.

Cheshunt was one of 200 towns and communities across the nation to be presented with a British tank as a token of appreciation for monies raised for the war effort, and to act as a memorial piece. Cheshunt Urban District Council received a British Mark V tank in 1921 and placed it in Cedars Park where it remained until May 1940 when it was offered to the Government as scrap metal for the Second World War. The Council sold it to salvage engineers Messrs Cox and Danks for £27 16s and 10d.

• WW1 Soldier

A statue of a World War One soldier was installed in Cedars Park in November 2019 to represent the soldiers from the Borough of Broxbourne who fought in the First World War.

1.4 Landscape maintenance

Cedars Park is managed by the Green Spaces Manger and Green Spaces Officer, supported by one dedicated site maintenance operative, working entirely within the park. Furthermore, much of the basic maintenance including shrub pruning, grass mowing and mulching is carried out by Council staff, not dedicated to the site.

Active management of the park is achieved through:

- i. Green Spaces Officer (GSO)
- ii. An annual programme of tree surgery by an external contractor
- iii. Periodic grass mowing, shrub pruning and mulching
- iv. Maintenance and repair of infrastructure by the site staff, Green Spaces Officer and other Council officers.

This Plan documents a programme of planned maintenance for structures, fences, services, signage, drives, drainage, footpaths and woodland management.

1.5 Policy and strategy context

A full review of the local policy and strategy context is included within the Conservation Management Plan.

1.6 By-laws

By-laws for the park are in place and can be seen on the Council's website: https://ex.broxbourne.gov.uk/sites/default/files/Documents/Member_services/MS-2006-Byelaws.pdf

1.7 Tenancies

One tenancy, a new lease of the park café, is in place within the park, and will be considered for renewal during the plan period.

1.8 Summary of proposals

This Plan sets out a number of improvements to continue to improve both the quality and the capacity of the park. Management changes will include:

- Continuing support for a formal consultation process and local community involvement, via the reinvigorated Friends Group, in the management of the park.
- A maintenance regime for interpretation, signage and accessibility, including access for people with disabilities, so that the park sustains a wider welcome with opportunities for learning.
- Sustained programmes of events, volunteer involvement, schools outreach and community activities, targeted to ensure social inclusion.

Further physical enhancements to include:

- Sustained management and maintenance of the park
- Provision of an overflow car parking area for use in summer
- Establishment of a formal inspection and repair regime
- Continuing management of woodland
- Repairs and maintenance to the historic cart shed/Cedars Nature Centre buildings.





KEY ISSUES

Key management issues identified in the Conservation Management Plan and Green Flag award assessment were as follows:

2.1 Administration and management

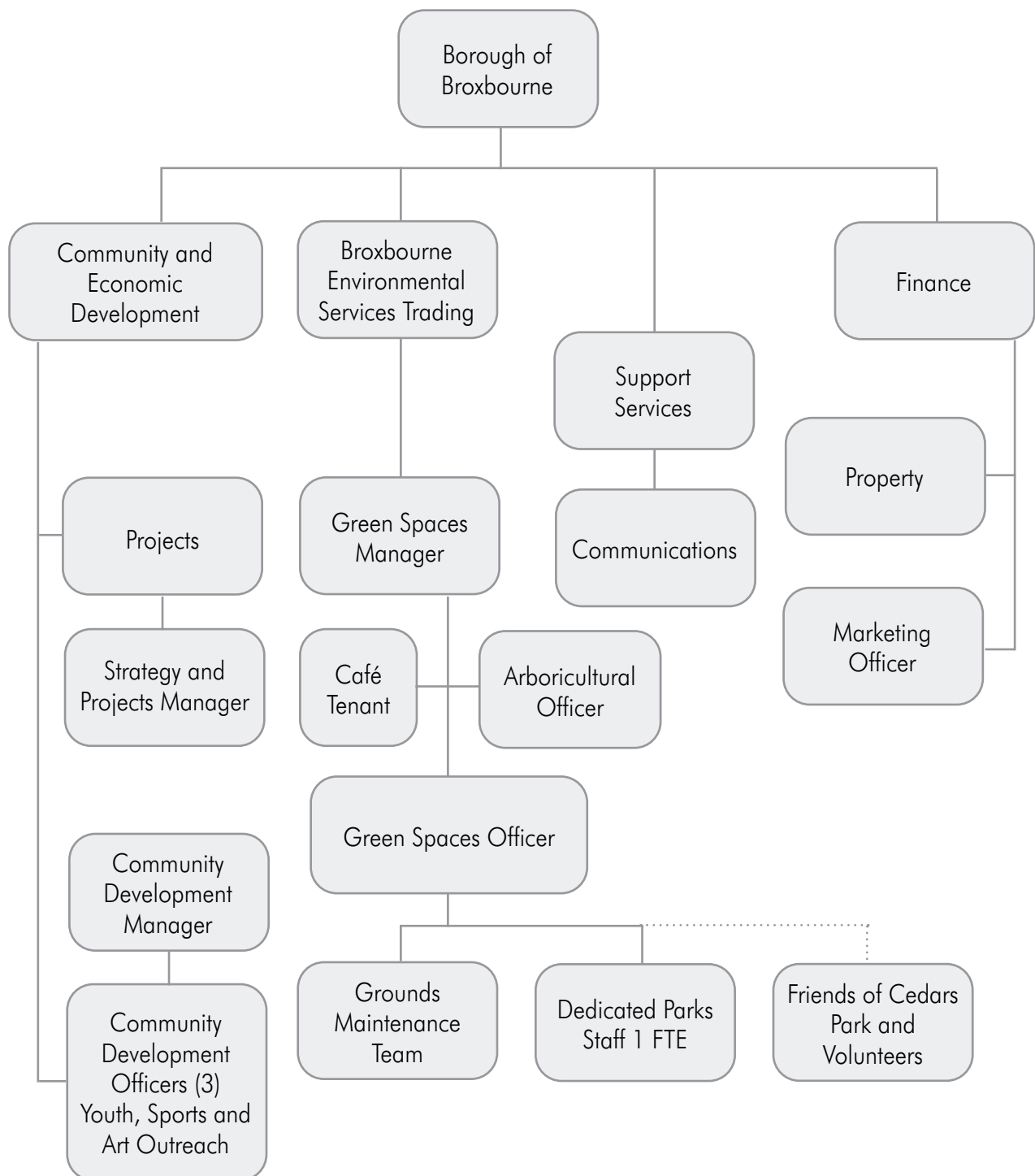
Prior to 2005, the park suffered from a lack of direction having no sustaining vision for where it was going. This was manifested in vandalism and a lack of site staff. Consequently the park was underperforming in terms of the conservation of the Scheduled Monument and its landscape; the range and quality of experiences and facilities available to the public; and, probably, numbers of visitors.

Over 2004/2005, the Borough undertook a significant investment to improve animal welfare in Pets' Corner; appoint, a Park Manager; allocate dedicated site staff from Broxbourne Services (contractors at that time; now Environmental Services within the Council); establish a CCTV system and engagement of Parkguard security. Thus many of the most challenging management issues common to public parks are already being addressed.

Over the period 2009/2014, a significant Parks for People project responded to:

- Increasing public expectations for the local environment.
- English Heritage support for improved management of the Scheduled Monument which had been listed formally as Heritage at Risk.
- The willingness of the local community to engage in Cedars Park.
- The policy commitment of the Heritage Lottery Fund and Big Lottery Fund to support Public Parks with significant grant aid.
- The Borough's own corporate plan and community strategy.

Table 1. Cedars Park Management Structure (revised November 2020)



2.2 Accessibility

Access to the park is fundamental to its role, and raises a diverse range of issues. In parallel with works to improve access with the park, the Borough also implemented a Sustrans Scheme alongside and to the park, crossing the A10 dual carriageway adjoining the north-west boundary. The Borough still hopes to remove access barriers between the park and Waltham Cross (the dual carriageway of Winston Churchill Way and a closed railway crossing, to the south), through Section 106 and other agreements with developers of the Key Employment Site south of the park, but this has yet to be developed in full owing to the economic climate.

2.3 Visitor facilities

The park is now served by much improved visitor facilities including:

- A café operated by a lessee, with access to an outdoor seating terrace.
- Adjacent male and female lavatories, with a disabled toilet.
- A Green Spaces Officer's tool shed with tool and equipment stores attached to Cedars Nature Centre.
- A meeting, community and education room where the Friends group can meet; where school visits can be based; where volunteers can be based; and where local community or visiting groups can meet. The room is also available for hire.
- Informal natural play activities around the park for all ages, including play animals and sculpture, a maze, a spiral mound (the Venusberg) and a bocce court.
- Interpretation signage, plaques and models which help to communicate the archaeology and history of the site.
- A new car park.

The main issues arise generally from the much improved popularity of the park:

- The need for an overflow parking area on peak visitor days.

2.4 Risk management

Management of risk has been a key criterion for the Borough of Broxbourne. Key concerns are:

- That the restoration works should be sustainable
- That maintenance can be carried out in a safe manner
- That local engagement and involvement is maximised
- That future maintenance commitments can be met

The key risks identified include:

- a. Loss of funding. The Borough of Broxbourne has made formal commitments to allocate resources towards management and maintenance of Cedars.
- b. Loss of skilled personnel. This management plan sets out the applicable job descriptions and skill levels for core personnel.

- c. Major periodic expenditure. Historic properties inevitably require periodic investment, as a result of storm damage to woodland, re-roofing of historic buildings, replacement of equipment and so on. Planned or reasonably anticipated requirements, such as periodic woodland management, can be met out of central budgets. Large scale works to maintain the listed buildings may involve, at wide intervals, recourse to the Borough's Asset Management Plan and capital bid process, led by the Green Spaces Officer as it properly involves the protection of a substantial capital asset.
- d. Litigation. The park will be professionally managed to a high standard including regular safety inspections to ensure that the park is welcoming, of high quality and safe for all visitors. Proper documentation and risk assessments should protect both the public and the Borough from litigation.
- e. Anti-social behaviour. Many of the recent works have improved the perception and reality of a friendly and safe site. Management provides for staffing presence and security cover. These factors, together with close working relationships with local schools, communities and the police will continue to control vandalism, and other anti-social behaviour.

2.5 Potential for additional revenues

The detailed budget attached as table 2 makes modest assumptions about the potential to increase future revenues. This is a deliberate strategy to ensure that the business plan is robust; however, this does not fully reflect the Borough's ambitions for the park, and the following are set out as targets for the Green Spaces Officer during the next five years. This should be read in conjunction with 2.5 and table 2.

- To review the car park charging policy. To date, the potential impact on adjacent highway verges and the proposed cycle route; the barrier to regular access; and the cost of administration, have ruled out this option.
- To sustain and develop returns from the café, to a profit returned to the site of £20,000 per annum.
- To improve returns from functions and events, combining a subsidised programme of free events with the use of the meeting room and functions, to generate a balanced budget.
- To balance the costs of operating educational activities to a target of nil net cost, partly by the use of volunteers.

In addition, other opportunities to develop appropriate revenues and activities within the park will also be pursued, including meeting room fees, publications, and support from the Friends of Cedars Park. This revenue would not be used to reduce the core funding for Cedars Park but, rather, to continuously improve the quality of the park condition and facilities. The targets are not, however, just financial. The core funding will be sustained and provide incentives to carry out ongoing improvements and development in the park, to enhance economic and cultural sustainability. The management structure will also seek to maintain community engagement. Green Spaces Officer annual review will, for example, include targets to deliver one new event or outreach activity each year, and one renovation project, to sustain vitality in the park.

2.6 Best value

The proposed management plan delivers significant elements of the Best Value agenda, including community involvement, public consultation, accountability, capacity for continuous improvement, and achieving equal opportunities. Sustainability is addressed below. Services and supplies will be purchased in accordance with the Borough's standing orders and audit requirements. Small, local contractors and businesses will be encouraged to tender wherever this is realistic. Broxbourne's in-house services provide an effective and responsive service, representing value-for-money. The Green Spaces Officer will regularly challenge and check performance. In some cases, this will involve competitive tendering, but there will also be areas of work (such as the regular grounds maintenance tasks) where responsive, flexible working, using skilled staff, familiar with the park's requirements, will be of greatest value.

2.7 Sustainability

Sustainability is, in essence, about ensuring that activities today do not reduce the choices for future generations. The business element of this plan focuses on ensuring that the costs of maintaining the Park are sustainable. In many respects, the Park is now in a considerably better condition than when gifted to Cheshunt Urban District Council in 1919. That generation reworked the gentry gardens to create a formal park in a way that is still appreciated today. The conserved archaeology and interpreted palace landscape is this generation's gift to the next.

Sustainability also arises from our treatment of the wider environment. The following initiatives in managing Cedars Park seek to improve sustainability:

- Improve the use of public transport to visit the park
- Increase the use of cycling to access the park
- Improve the quality of the local environment, reducing the incentive to travel further afield
- Recycling of park wastes through composting on site
- Minimising waste arising from the café, by reducing packaging
- Protect and enhance biodiversity
- Minimising the use of noxiously treated timbers
- Encouraging the use of local produce
- Provision for recycling of café wastes
- Use of hardy plant stock
- Use of local aggregates for path surfaces
- Avoid the use of inorganic fertilisers, and minimise pesticide use
- Select long-lasting products for hard landscape features
- Maximise re-use of timber arisings
- Adopt energy conservation measures in all building works
- Minimise use of peat-based products.

The Borough of Broxbourne adopted a new environmental sustainability strategy in July 2021:

<https://www.broxbourne.gov.uk/downloads/file/1859/environmental-sustainability-strategy-2021-2025>

2.8 Archaeology and statutory protection

The scheduled monument was previously at risk from a number of directions:

- A modern waste water pipeline was laid across the Park including the site of the palace pond, a narrow section of the Scheduled Monument. The site is now under active, regular management to prevent reversion to scrub woodland
- All reports of archaeological investigations and recording are now being deposited in the Historic Environment Record
- Services to the café, lodge and toilets are laid across the monument and repairs require periodic excavation, but the location of the archaeology is now better understood
- Extensive tree growth, which has developed since 1883, poses risks of root damage and uprooting to buried archaeology in some remaining sensitive locations. Regular management of the Privy Garden will contain these risks
- Part of the monument previously used as a car park has now been restored to lawn. Use of this area as a quiet, attractive space could be improved
- The monument setting is now fully interpreted and presented, reducing risks of accidental damage
- Upstanding masonry and brickwork is in much improved condition, but will remain at some risk of erosion and decay due to weather, damp, and occasional misuse.

The Council will seek a formal Heritage Protection Agreement with English Heritage.

2.9 Site furniture and signage

The considerable variety of utilitarian green and black painted steel seats and picnic benches, timber plank benches and steel and timber garden benches, and plastic-coated green waste bins, dog waste bins, and a mixture of green coloured signs in various styles have been replaced by a simpler set of timber, and timber slat, benches, with new signage and two bin types. All new park furniture will follow these design standards, and benches and signage will be cleaned annually and periodically refurbished.

2.10 Soft landscape management

As the site of Theobalds Palace, Cedars Park has a remarkable gardening history; employing the leading Tudor and Stuart gardeners of their time. Even as Theobalds Square, the map evidence and views of The Cedars indicate very intensively managed and productive gardens, a theme continued by the commercial glasshouses outside the gardens and the creation of formal gardens for the new park in 1921. The gardens remain popular with park users. The Borough has re-established dedicated staffing in the park. Grass mowing, shrub management and mulching is carried out by district in-house teams. Although the park is justifiably much loved and well-cared for, there are some specific landscape management issues:

- Newly planted trees in the outer park will continue to need intensive weeding over the next two to three years.
- Pruning and weeding of some shrub beds, wall-trained and other shrubs will continue to be improved.
- Dead trees, stumps and inappropriate plantings will be removed.
- Woodland management, hedge laying and coppicing of streamside alder and willow will become embedded in annual management.
- Annual cutting of the Privy Garden site to prevent regeneration of scrub woodland.
- Further enhancement of ornamental planting in high profile areas, where the use of historic plants could aid interpretation and education.
- A limited capacity to increase the landscape maintenance budget.

2.11 Volunteer involvement

Cedars Park also offers considerable scope for volunteer involvement, to increase the community's role in the park, and develop a stronger sense of shared ownership and responsibility for its future maintenance. Volunteer involvement now includes:

- Light pruning, weeding and deadheading
- Bulb planting
- Periodic litter removal
- Small tree maintenance
- Wildflower enhancement work
- Volunteer stewards and interpreters for special events days
- Hosting the Friends' website
- Maintenance of park furniture
- Plant labelling
- Care of animals in Cedars Nature Centre
- Bee keeping
- Men Shed

Volunteer activity is subject to a code of practice, coordinated by the Friends group and a dedicated Council officer. Volunteer groups include the public, local community groups, schools, businesses or other partners, and special interest groups. Groundwork set up a health referral project, Get Outdoors, Get Active, to carry out volunteer works in the park from 2015 onwards.

2.12 Public Space Protection Order Control of Dogs

In 2020 the Borough of Broxbourne adopted the Public Space Protection Order for the Control of Dogs. This requires owners of dogs to clear any faeces up, and in specific locations including fenced play areas, dogs are banned (see Appendix 9).

Bagged dog waste can be disposed of in any litter or dog waste bin in the Borough.





ADMINISTRATION, MANAGEMENT AND FINANCE

3.1 Organisation

It is essential that the prestige of the site, and the interest in it, is manifested in the way in which it is managed. Management structures relating to Cedars Park have been reviewed with the objective of integrating all functions into supporting one vision for the site's future, including management of the Scheduled Monument, the park and structures.

Cedars Park currently costs in the region of £87,000 per annum. The annual expenditure on the park is spent on a detailed programme of planned maintenance. While there is some gardening at Cedars Park, there are further opportunities for horticultural volunteers, training and excellence. Horticultural management and training can be enhanced through partnership with the volunteers, the Friends group and in conjunction with training provision through a Modern Apprenticeship.

A schedule of the existing maintenance budgets on completion is summarised in Table 2.

Table 2. Cedars Park annual budgets

Item	Proposed annual budget from 2019	Notes
Grounds Maintenance Team	£55,000	Current works; mainly lawn mowing, shrub pruning, mulching.
Dedicated site staff	Included above	Based on one dedicated staff, 1.0 FTE. Mainly Pets' Corner management, litter collection, and garden maintenance. Could include a horticultural apprenticeship to NVQ level 2 and level 3 as part of the management contract.
Cedars Park Team Leaderr (GSO)	£25,000	Including oncosts
Utilities/services	£6,500	Reduced water consumption due to a borehole balanced by increase for meeting room.
Toilet cleaning	£2,000	
Play facilities maintenance	£2,000	Annual maintenance, plus replacements
Woodland, tree works, fencing, pond maintenance and other periodic works	£5,000	Provisional budget, allocated to provide for additional tree management, inspections and maintenance.
Events programme, operating costs	£3,000	
Training budget for site staff and volunteers	£2,000	From the corporate budget
Building and structural maintenance	£5,000	Annual wall repair maintenance allowance created, also central funding subject to the Asset Management Plan and capital projects bidding process.
Security cover Parkguard	Included	Centrally funded
Café lease	-£10,000	
Meeting/education room receipts, and potential increase in café income	-£5,000	Income target
Total budget commitment	Included	

Consideration has been given to a trust status for the park but, despite the flexibility that this might provide, it is not currently recommended for the following reasons:

- It is an irreversible change
- Competent trustees would require a substantial endowment or annual commitment from the Borough
- Loss of direct democratic accountability
- Loss of access to Borough resources and capabilities.

Management will be carried out by dedicated park staff, with core maintenance work by in-house staff, supported by specialist conservation and other contractors where appropriate.

3.2 Quality control

Quality control for the estate is the responsibility of the Green Spaces Officer. It is proposed to initiate a new system of formal feedback and control. Inspection and activity records (appendix 1) will be reviewed on a six-monthly basis with the Green Spaces Manager.

3.3 Consultation

The Friends of Cedars Park has developed from a small, informal group to a reformed and fully constituted group with many new members. The Green Spaces Officer will consult the Friends Group informally on a quarterly basis, report formally to the Friends annually, and commission or conduct visitor surveys at two-year intervals.

The results of the Friends liaison meetings will be communicated by posting minutes on their website, www.cedarspark.org. The Friends group is becoming a significant source of volunteers and a fundraiser for future conservation and development projects in the park. Wider public consultation has been extensive, including non-user groups.

3.4 Events

An annual programme of events will be encouraged wherever they can be accommodated without impact on the character and fabric of the historic and natural environment. Events should seek to reflect the character and history of Cedars Park, and its local relationships. Key elements to be protected are the historic walls, trees, pond, open parkland character, walled garden, archaeology, designed vistas, and wildlife habitats. Most of these are robust features but, for example, potentially damaging active events will be kept off the Scheduled Monument, including car parking.

The four main event areas will be:

- The outer park area alongside the new car park, capable of hosting quite large seasonal events, with extensive parking on turf.
- The central lawn, for large, low-impact cultural events, as well as smaller, informal activities. This location will be considerably enhanced by the reopening of the view to the grotto and recreated maze.
- The walled garden lawn will be capable of hosting marquee-type events for up to 300 people, on a commercial, community or corporate partnership basis. Commercial pitch terms would apply, in the region of £1,000 per event, due to the quality of the setting. No more than 10 events per year of all categories are anticipated, and formal bonds and restrictions on ground disturbance would be required.
- The meeting room will be used for appropriate exhibitions, civic, community or private functions, for up to 50 people.

3.5 Future development

Future development which impacts on any of the above key features, or alters the character of the historic park by, for example, floodlighting, or erecting surfaces in the wider park, will be resisted. The emphasis will remain on Public Park use, community recreation, shared activity and events.

3.6 Friends and volunteer involvement

A key task of the Friends group will be to recruit volunteers from local residents, corporate partners and events to assist in the above tasks. Volunteers may include health service referrals, local enthusiasts or students. A clearly defined task list with weekly activities will help achieve useful objectives. As well as other Friends benefits, volunteers will receive wide recognition and an annual 'thank you' event.

In partnership with various partners, the park is providing engagement through a diversity of initiatives. Additionally, many of the Friends group have completed a bee keeping and food hygiene course, allowing the production and sale of Cedars Park honey and bees wax products. Further to this, the Friends group have their own bee hives and provide talks to different community groups in the Borough; raising awareness of the importance of bees and the impact on the environment.

3.7 Health, safety and security

Health, safety and security have been improved by:

- Increased scrub management to improve internal visibility
- Repairs to the southern boundary fence
- Additional CCTV at the new car park
- Improved cover when the Green Spaces Officer is off duty.

Parkguard and the existing security arrangements will be retained, including closing the park after dark and regular patrols.

3.8 Interpretation and promotion

Interpretation and promotion starts off site with website, leaflet publication and press coverage. This is to be reinforced with entrance signage, 'welcome' orientation boards, followed by a trail of simple interpretation plinths, boards and active play reflecting the history of the site.

3.9 Learning and training

Teachers' packs are now available on the Council's website, to encourage local schools to visit. Training is also provided to staff and volunteers.



SOFT LANDSCAPE MAINTENANCE

4.1 Lawns

Existing lawns will continue to be maintained by regular mowing 18-22 times per annum to a maximum height of 50mm. Areas of disturbed ground or compaction are to be cultivated and reseeded to a fine dwarf ryegrass and fescue seed mixture, and temporarily fenced off using bent canes or coppice sticks. Where excessive moss or weeds occur, lawns will be improved by surface raking, hollow tining, sand dressing or other appropriate works, including surface dressing with organic fertiliser, in preference to the use of selective herbicides, due to the proximity of the lake. Steep areas and edges, including around fences, walls, trees and buildings, will be strimmed at the same time as mowing. The full extent of the mown areas will be pegged out and monitored by the Green Spaces Officer.

Controls on dog fouling will be enforced. Lawn compaction will be managed by the proper provision of surfaced paths, together with sand slitting and over-sowing of localised compaction.

4.2 Wildlife meadow areas

Wildlife meadow areas and areas of bulbs in grass created as part of the ongoing plans will be cut with a powered finger mower or similar, each year, during June/July. Cut grass will be composted on site. After the hay cut, the areas will be topped a further once or twice until the end of the season. Land drainage or lawn maintenance is not to be carried out, although existing drainage ditches will be cleaned out on a five-year cycle. After about six years a semi-natural meadow flora should have been established with reduced fertility. Verge strips within 1.5m of paths, tracks, and benches will be mown as in 4.1. Steep areas, edges, areas around trees and ditch edges. will be strimmed at the same time as the above cuts. Areas of long grass lost to new native woodland planting will be compensated for by new wildlife meadow areas on the western boundary.

4.3 Shrub and flowerbeds

It is proposed to dedicate a horticultural-qualified member of staff from the grounds maintenance team to the on-site gardens team, so that specialist training, seasonal pruning, and shrub bed weeding can be concentrated on by dedicated site staff. This is particularly important if the horticultural quality of the gardens is to be enhanced to include wall-trained fruit, nut walks, control of pests, and a trimmed maze. To achieve this, it is proposed to deliver on-site high level horticultural skills training for the grounds maintenance team and gardens' volunteer team.

Shrub and flower beds will be kept weed free by regular hoeing at least four times a year, spot use of glyphosate herbicide on perennial weeds, cultivation by hand and compost mulching each spring or autumn, and periodic lifting, dividing and deep cultivation of herbaceous plants at three year intervals. Shrubs (including roses) will be pruned

according to best horticultural practice each year in spring or autumn as necessary.

Roses and other flowering shrubs and plants will be regularly deadheaded at least three times each flowering season. Shrub beds will be thinned to the best specimens at five yearly intervals. Beds will be inspected monthly. While low levels of pests and diseases will be tolerated, major infestations will be controlled where possible through integrated pest control methods.

As a performance target for the Park working in partnership with the Friends group, other volunteers and groundwork (under a Kick the Dust contract) it is proposed to renew or replant one 50m² flower bed every year, including fertiliser, manure and mycorrhiza to address rose replant 'disease'.

In 2021, the Historical Planting Project commenced, comprising of an inspired design from L+H Architects, in collaboration with BEST, which resulted in the first Phase of the planting project being completed in February 2021 with the second phase completed in 2022 and subsequently in 2023 and 2024.

4.4 Parkland and avenue trees

Six general principles of tree management are proposed:

- The surviving historic parkland trees, a few lime trees, robinias, yews, London planes, oaks, a tulip tree, specimen conifers and cedars are important historic artefacts in their own right, and will be retained to their maximum safe biological life, and propagated.
- Individual replanted avenue trees will need to be intensively maintained.
- Parkland trees will be maintained to the general density, species and distribution of parkland trees shown on the historic record, namely the 1883 and 1930 Ordnance Survey maps.
- The retention of an ageing tree population will increase the need for annual safety inspections by a qualified professional arboriculturalist experienced in veteran tree management.
- A very long term programme of periodic planting, thinning, felling and management will be developed to improve the sustainability of the tree populations.

Individual and avenue trees, and woodland areas, will be inspected annually by an approved arboriculturalist or Chartered Forester to ensure that:

- Unsafe, dead or dying trees posing safety risks are made safe or removed.
- Important historic specimen trees are maintained in a good health and aesthetic condition and with adequate space for visual appreciation by visitors to the park.
- Specimen trees are retained to their maximum safe biological life.

Tree works will only be undertaken by a similarly approved and experienced arboricultural contractor, working to a minimum of BS 3998. Risk assessments will take account of high ecological and cultural heritage value of mature trees.

4.5 Woodland

In addition to the annual tree safety inspection and essential safety works, there is an annual and periodic tree and woodland management regime. This includes annual coppicing of half the waterside vegetation and tree growth close to walls, biennial trimming of hedgerows, annual weeding and pruning of young trees, and periodic woodland thinning and scrub management. This work is carried out by a combination of volunteers and maintenance staff, but will also require periodic works by specialist contractors.

Minimisation of disturbance to ground levels within the scheduled monument is a key requirement for such works. The cost of these works can be met by a modest annual provision in a sinking fund, met by new sources of income.

Annual maintenance of the new planting is supported by a grant from the Forestry Commission under the England Woodland Grant Scheme.

A number of general principles apply to woodland areas:

- Woodland areas will be managed to retain key mature trees of traditional species, known to have been present on this site (beech, oak, turkey oak, birch, willow, alder, sycamore, lime, ash, yew, grey poplar, scots pine and cedar of Lebanon).

- Woodland areas, and trees alongside paths and tracks, will be inspected annually by an approved arboriculturalist or Chartered Forester.
- Only safety works and limited low selective thinning are anticipated within the period of the plan across most of the woodland areas, following the intensive 'capital' phase of restoration works. Thinning will be carried out in late autumn/early winter, and will avoid damage to areas of bulbs.
- Grey squirrels will be controlled discreetly, due to the high risks of serious damage to young trees.
- Woodland work will only be carried out by experienced staff or contractors with chainsaw certificates, or by supervised volunteers, primarily by handworks.
- Felled lop and top material will be chipped to reduce the potential for arson. Timber arisings are to be removed by hand as firewood or poles, to the car park, or, where larger timber has to be removed, extraction will be by an experienced contractor using tractor and winch, horse logging, or specialist machinery, and during firm ground conditions to avoid ground disturbance.

Six areas of 'woodland' fall within the park:

Table 3. Woodland Management Schedule

Area	Origin	Planted	Species	Proposed Management
Outer park new woodland		2009/10	POK, AH, HAZ, FM, WSH, WCH	New planting: weed, maintain, formative prune in 2018/9, thin in 2025. Manage as native woodland. Retain old hawthorns.
Outer Park A10 belt	c.1970	c.1970	MNB, PO,	Replant gaps to new planting, weed and maintain, lay boundary hedge.
Pond belt	1785	Various	POK, AH, WSH, LI, MC	Lay boundary hedge. Thin / coppice understory, retain specimen trees and maintain open sides to pond site and adjacent ditch.
Site of Jackson's School	c.1900	Scrub growth	AH, SY	Retain, clear annually within 4m of walls.
Privy garden	c.1900	Mainly scrub growth	AH, POK, NBL, WSH, MC, EM	Thin to favour a few specimen long-lived tree species. Otherwise maintain by cutting annually.
Pond edge	c.1600	Regeneration since 1921	AR, WSH	Coppice biennially or pollard, but retain veteran stumps along the pond edge at 20m centres.

Tree species: BE beech, LI lime, SY sycamore, HC horse chestnut, SP Scots pine, AH ash, POK oak, EM elm, WCH cherry, FM field maple, HAZ hazel, WSH native shrubs, M(N)B mixed (native) broadleaves, PO grey poplar or poplar, LC Lawson's Cypress, MC mixed traditional conifers (yew).

4.6 Woodland ground flora

Within woodland areas, the natural ground flora is to be allowed to re-grow and be managed as follows:

- Bramble, sycamore regeneration, and other weed species are to be cut and removed annually within four metres of paths, tracks, and walls. Ivy is also to be removed.
- Natural regeneration of oak, beech, yew and ornamental species is to be thinned progressively where required for replacement.
- Ornamental semi-natural species such as snowdrops, crocuses, bluebells, daffodils, and stinking iris are to be protected and retained and areas of bulbs not cut until July.
- Dense prickly vegetation is to be retained along boundary hedgerows.
- Laurel is to be pruned annually, or coppiced individually on a ten year rotation.
- Viewpoints are to be pruned annually where necessary to retain views.

4.7 Pond and ditch banks

The waterside vegetation is to be managed by annual trimming of the pond and ditch edges in September to maintain views, with biennial coppicing of alder, ash and willow. Control invasive weeds such as Japanese knotweed using herbicides agreed by the Environment Agency. Recoppice and pollard edge growth to the pond on a two-year rotation. Remove litter from the pond side and ditches monthly, with a major annual litter pick associated with coppicing works, working with conservation volunteers. Inspect and clean ditches annually.

4.8 Leaf collection

Autumnal leaf collection should be carried out for all paths and minimum 1.5m wide verges, all lawns, beds and around built features. Leaf collection is not required in woodland areas, but is from paths through woodlands. Leaves should be carted to the compost site, or blown onto woodland areas.

4.9 Hedgerows

The western boundary hedge will to be trimmed biennially in late winter and, where thin, subject to trespass or over-tall, cut and laid at 10 to 20 year intervals, using existing planting, infilling where necessary with hawthorn.

4.10 Planted trees

Maintain newly planted specimen trees by maintaining a weed-free area, 1.5m. diameter and maintain mulch 75 mm deep; checking ties are firm, but loosen in season to allow stem growth, remove all ties and stakes after two years'

growth, avoid use of strimmers close to trees, using glyphosate for weed control, and carry out formative pruning annually to arboricultural standards.

New woodland planting should be maintained similarly (albeit without mulch and stakes), and tree shelters removed once trees are established.

4.11 Pest and weed control

Pests which pose health and safety risks; which cause significant harm to the objectives of the park through, for example, damage to young trees, or which harm endangered native wildlife, will need to be controlled. Invasive weeds including Japanese Knotweed should be eradicated by herbicide use. Rats and grey squirrels will be controlled by selective and careful use of rodenticides.

4.12 Wall-trained trees and shrubs

Within the walled garden, trimmed and wall-trained trees and shrubs will require summer pruning at least twice each growing season, adjustment of ties, winter pruning, and maintenance of plant ties. Moderate levels of horticultural skill are required.

4.13 Protection of water quality

For any lowland water body, there is the potential of poor quality, especially during summer and shortly after initial construction. This could impact on wildlife, but also on public health and aesthetic quality. Very few water bodies are deep enough to entirely avoid this risk.

The original catchment area for the groundwater was previously agricultural land, but is now a mixture of residential, highway and previous mineral and waste development. Soil samples nearby have not yet identified any major source of contamination or pollution, although most lowland waters are eutrophic. Water quality will be managed through the adoption of seven techniques:

- i. The northern end of the existing pond will be managed primarily for wildlife, with extensive areas of marginal vegetation and aquatic plants.
- ii. Remove carp and terrapins in the formal pond under Environmental Agency licence.
- iii. Allow aquatic plants to surface part of the moats, reducing the area by the use of a hook and/or chain each September, where necessary.
- iv. Avoid stocking the pond with fish, allowing natural populations of amphibians and other wildlife to develop, if occurring.
- v. Operate the fountain daily during summer to assist in aeration and water circulation in the formal part of the pond, topped up by water from the new borehole supply.

- vi. Control waterfowl numbers by active public education and signage to limit feeding by the public, and allow some disturbance by dogs
- vii. An initial project to remove litter and desilt the pond, and repair cracks in the concrete liner.

4.14 Wildlife enhancements

The reinstatement of the two stretches of infilled moat ditch has changed areas of rough scrub into a seasonal pond habitat. The ponds are an artificial habitat, but may benefit some species including amphibians.

The extent of restoration is limited by:

- The potential archaeological impact, given the evidence of significant garden archaeology in all directions
- Cost
- Limited ecological benefits
- Impact on the nationally-important scheduled monument.

It is not proposed to stock the restored seasonal wetland/moats with fish at all, but instead to allow native species to colonise. Waterside trees to the existing pond will be coppiced at two-year intervals, with a few open-grown waterside trees retained to maturity.

4.15 Public safety

The risks posed by water quality will be addressed by proposals under 8.1. In addition, a low profile timber barrier will be installed between the moat ditch and pathway to prevent accidental falls into water when the ditch contains water, during exceptional rainfall and groundwater conditions. Bank side vegetation will be allowed to grow high in late summer, to discourage access to the ditch. The lake banks generally shelf shallowly into deeper water. Grounds staff will be trained in safe working and public safety near water. Pond banks are accessible to rescue vehicles and ambulances.

4.16 Pond-edge maintenance

In addition to the above works, the pond edges will require annual maintenance to control plant and shrub growth, maintain visual quality, and maintain any built edging.

Each year, trim back herbaceous growth on the lower banks; coppice or pollard half the willows and alders; collect and remove litter and waste in the pond margins.



HARD LANDSCAPE MAINTENANCE

5.1 Sealed surface drives and paths

Sealed surface paths are of a tarmac construction. Repairs, resurfacing and making good should utilise the original specification. The existing main tarmac drives are popular with people of all abilities, and should therefore be maintained as a clean surface. Where specific areas are disturbed or damaged, the surface should be repaired to match as closely as possible the restored surface. Surface drains and gullies should be cleaned out once each year to a minimum functioning standard, and the drive surfaces swept quarterly, and leaf blown weekly in autumn.

5.2 Gravel paths and tracks

Gravel paths and tracks should be leaf blown at least twice each autumn, inspected weekly to be free from obstruction or hazard, hand raked and cleared of soil annually, scarified, regraded to cambers, made up where necessary using 10mm down path gravel to match, and rolled each year, as necessary, using machinery suitable to the access.

5.3 Benches

Timber benches should be cleaned and rubbed down each year, splinters and graffiti sanded off and any splits infilled with exterior, self-coloured woodfiller. After twenty years some may need to be replaced to the original design. Benches should be inspected weekly and cleaned as necessary.

5.4 Bins and litter

Litter bins are emptied and litter collected on a daily basis. Fly-tipping and serious littering will be removed within 48 hours. General litter collection will be carried out for each area of work, in the course of other duties.

5.5 Buildings

Targets for graffiti removal and repairs to damage are: graffiti removal using proprietary cleaners within two days of its occurring; repair of small scale damage within two weeks; excessive loss to arson or similar requiring replacement should be achieved within six months of the damage occurring.

Pathways and entrances to the buildings should be inspected and swept clean on a daily basis. Paintwork to the buildings should be rubbed down and repainted at four-year intervals, and the interior of buildings cleaned weekly.

Storage areas should be cleaned out annually, and all non-essential stored materials disposed of on an annual basis.

Electrical installations should be checked by a qualified electrician annually.

Training is required to enable the Council's property services to specify, control and supervise any building works under scheduled monument consent.

Reroofing of the Green Spaces Officer's office / cart shed is an identified priority which should be carried out under a Heritage Protection Agreement. As well as identification of suitable replacement tiles, key issues to be addressed will include prior bat surveys, protection from psittacosis, repair of roof joinery, replacement of plastic with cast iron guttering and redecoration of joinery.

5.6 Brick and flint walls

The brick walls bounding and within the park form the major upstanding built heritage of the park, and are its most important visible assets. The walls and grotto should be inspected annually by an accredited conservation architect or surveyor, and re-pointed where necessary to match the surviving parts, using original materials and a 1:3 mix of hydraulic lime mortar and coarse sand/stone dust to match the existing mortar, with 'trowel-handle' pointing. Flint work will require high level, artistic skills to minimise the visibility of mortar and maintain a 'rustic' appearance. Ivy should be removed from walls each year using herbicide or when dead following cutting at the base. Repairs and re-pointing will be subject to a Monument Protection Agreement with English Heritage, and should only be carried out under the supervision of highly skilled, trained specialists.

5.7 Iron railings

Repaint railings and all painted exterior ironwork at five yearly intervals, including rubbing down, zinc primer where necessary, under and top coat to match the restored colour. Railings will be cleaned annually.

5.8 Structural/safety inspections

Carry out safety inspections to bridges, walls, and buildings each year. Carry out visual inspections of the play features on a daily basis, with a full inspection annually. Carry out tree safety inspections annually.

5.9 Play features

Inspect as in 5.8 above. Review play value after five years and consider extensive refurbishment at ten-year intervals.

5.10 Parking/vehicle access

Vehicle access beyond the car park is to be limited to:

- Green Spaces Officer.
- Statutory undertakers for maintenance work previously agreed with English Heritage.
- Deliveries, collections and working machinery for contract works, operations, maintenance, events and repairs within the Park.

- Emergency services
- Mobile refreshments specifically agreed in writing by the Council
- Major events or overspill parking, in season, adjacent to the new car park only;
- Disabled access
- Staff, volunteer and community room hire parking adjacent to the café.

Vehicle access beyond the car parks will not otherwise be permitted for:

- Staff access and parking
- Event parking
- Normal visitor parking.

5.11 Signage

Signage will be reviewed in alternate years; painted posts repainted every five years, and excess or surplus signs removed annually. Interpretation will be provided by single signs at each main entrance, location boards adjacent to the café and car park, smaller signs at secondary entrances, and by seven interpretation plinths at key features around the park. Accesses off the footpath network will not be separately signed unless the need to do so becomes evident. Signage will be cleaned annually.

5.12 New art, commemorative and memorial policy

There is a clear potential for tension between the wishes of individuals and groups to commemorate an event or a personal loss by planting of trees, or the sponsorship of new art works or plaques, with the objective of conserving a designed, historic landscape. While it is desirable that parks should reflect the lives of the local communities, the removal of small ornamental trees (planted in designed views), and temporary works of art can also be time-consuming, sensitive and expensive. A clear policy will be adopted to avoid future disputes or erosion of the landscape is character, based on the following principles:

- A park is not generally a suitable location for private memorials of the type found in cemeteries or woodland interment sites. The park is, primarily, a place of active enjoyment for the local community.
- New memorials or artworks should not impact on the existing historic, archaeological, aesthetic or ecological values of the park.
- Sites for new, major permanent art or significant national memorials may, occasionally, be identified after extensive consultation; these will generally be identified in the annual review process, and should add to the park's

values and special distinctiveness, and not distract from existing values.

- Ephemeral activities, environmental or event art and memorials will be encouraged in the outer Park provided that they relate to the specific nature of the park, are removed on completion, avoid areas of sensitive archaeology, and have no lasting impact.
- Memorials may be undertaken as a form of sponsorship for the replanting of trees, provision or replacement of benches or other features only where these would, in any case, be required for the conservation and management of the park as a whole. This will include, for example, the replanting of the correct tree species to replace a historic specimen lost previously, or the placement of a bench at a designed viewpoint. Such work will not be guaranteed to be maintained for more than ten years.
- Commemorative plaques may be attached only to commemorative benches, and will be engraved brass, no larger than 100mm x 50mm, with engraved lettering in Times font, painted black. These plaques may be removed after ten years.
- In addition, to establish a plant labelling regime managed by the Friends' garden volunteers, with aluminium labels.
- The sponsorship or commemorative cost of features or artworks will include all capital costs, protection, maintenance and cleaning costs for ten years, plus removal costs where appropriate.
- The design of tree guards, benches, selection of species and the like will follow the specification of the main restoration works, or such amendments as approved by the Council.

5.13 Wildlife habitats

Protection and maintenance of the park's built infrastructure could impact upon the habitats of protected species including bats. Measures taken to compensate for such impacts include:

- New native woodland area and extend the rough grass areas along the western boundary
- Extend the areas of the seasonal ponds for amphibians and foraging bats
- Install bat and bird boxes around new buildings
- Create deadwood habitats for stag beetles and other wildlife
- Maintain terrestrial habitats through soft landscape management.



VISION AND OBJECTIVES

The Council's vision for Cedars Park is to involve local people in the continuing development of the attractiveness, accessibility, appreciation and quality of the park; to remove cultural barriers to the enjoyment of the park; and to act as a responsible and effective steward for future generations. The park welcomes all, encouraging active involvement in the widest diversity of activities. This has been summarised as: A park and garden at the heart of the community, with its complex history revealed, providing a place of beauty for meeting, enjoyment, learning and quiet reflection.

6.1 A welcoming place

Green Flag criteria

- Welcome
- Good and safe access
- Signage
- Equal access for all.

Aim: To ensure the park continues to be a clean and safe environment for the whole community to meet, socialise, exercise, learn, play and enjoy.

Objectives:

- 6.1.1 To ensure all entrances are welcoming, clean and aesthetically pleasing.
- 6.1.2 To provide suitable notice boards and signage at entrances.
- 6.1.3 To ensure path network is accessible to all-ability users.

6.2 Healthy, safe and secure

Green Flag criteria

- Appropriate provision of quality facilities and activities
- Safe equipment and facilities
- Personal security
- Control of dogs/dog fouling.

Aim: To implement measures in the park to ensure a safe and comforting experience for visitors and staff.

Objectives:

- 6.2.1 Seek to maintain a volunteer/uniformed presence at the park as reassurance for all park users.
- 6.2.2 To ensure openness to the park providing high levels of visibility across the park.
- 6.2.3 To ensure park facilities and equipment are safe for use.
- 6.2.4 To ensure safety of volunteers undertaking tasks in the park.
- 6.2.5 To ensure vandalism and offensive graffiti is dealt with promptly.
- 6.2.6 To ensure all dog owners comply with dog control requirements.
- 6.2.7 To improve the boundary security.
- 6.2.8 Enable national and local health initiatives to take place within the park.
- 6.2.9 To ensure that suitable way marking is installed around the park.
- 6.2.10 To ensure the path network meets user needs and satisfies local desire lines.

6.3 Clean and well maintained

Green Flag criteria

- Litter and waste management
- Horticultural maintenance
- Arboricultural maintenance
- Building, walls and infrastructure maintenance
- Equipment maintenance.

Aim: Seek to continually raise and maintain standards within the park.

Objectives:

- 6.3.1 To ensure all waste is appropriately disposed of.
- 6.3.2 To ensure the treescape of the park is kept healthy, safe and maintains the original landscape design concepts.
- 6.3.3 To ensure horticultural standards are maintained within the resources available.
- 6.3.4 To ensure park cleanliness is maintained to specified standards.

6.4 Environmental Management

Green Flag criteria

- Managing environmental impact
- Waste minimisation
- Chemical use
- Climate change adaption strategies.

Aim: To reduce the parks carbon footprint, improve its bio-diversity and reduce wastage of natural resources.

Objectives:

- 6.4.1 To ensure the biodiversity of the park is maximised.
- 6.4.2 To reduce energy and water consumption and to improve resource management in the park.
- 6.4.3 To keep pesticide usage to the minimum.
- 6.4.4 To ensure all organic waste material leaving the park is kept to a minimum.
- 6.4.5 To ensure council vehicles used in the park are used in the most sustainable way.
- 6.4.6 To maximise the reuse of existing plant material within the park.
- 6.4.7 To ensure waste collected from bins is disposed of in the most sustainable way.

6.5 Biodiversity, Landscape and Heritage

Green Flag criteria

- Management of natural features, wild fauna and flora
- Conservation of landscape features
- Conservation of Buildings and structures.

Aim: To maintain the historic character of the landscape, buildings and features.

Objectives:

- 6.5.1 To maximise the parks full potential as a site of historic interest.
- 6.5.2 To maintain the landscape features in a manner sympathetic to the history of the site.
- 6.5.3 To maintain existing and create new habitats where appropriate.
- 6.5.4 To improve users knowledge and understanding of the importance of trees and plants in the landscape.
- 6.5.5 To ensure that the water bodies within the park are managed in a manner to maximise water quality and wildlife habitation.

6.6 Community Involvement

Green Flag criteria

- Community involvement in management and development
- Appropriate provision for community.

Aim: To fully involve and utilise the local community, extend to the wider community and other users to gain support and assist with the development and delivery of the management plan.

Objectives:

- 6.6.1 To engage with the users of the park and The Friends of Cedars Park to ensure park user input goes into the park's management decision making process.
- 6.6.2 To develop the Volunteers/Junior rangers and increase volunteering opportunities and community activities in the park.
- 6.6.3 To maximise financial support for the park from community donations.
- 6.6.4 To reduce crime and antisocial behaviour in and around the park.

6.7 Marketing and Communication

Green Flag criteria

- Marketing and promotion
- Appropriate information channels
- Appropriate educational and interpretational information.

Aim: To fully promote the services and events at Cedars Park to users/non-users, using all forms of appropriate and available media.

Objectives

- 6.7.1 To ensure the Council's website is fully updated with the current management plan and minutes of Friends group meetings and proposed activities in the park.
- 6.7.2 To provide a wide range of activities of interest, importance and benefits to the local community.
- 6.7.3 To provide signage, heritage and interpretation panels.
- 6.7.4 Maintain and regularly update a newsletter.
- 6.7.5 To raise the profile and importance of Cedars Park with the local community.
- 6.7.6 To develop new and maintain existing relationships with community groups, local businesses, schools and other organisations.
- 6.7.7 To ensure that Cedars Park remains a Green Flag award winning park and the Green Flag is on display in a prominent location.
- 6.7.8 To look to use the most recent technology to enhance the visitor experience.
- 6.7.9 To support Love Parks Week.

6.8 Management

Green Flag criteria

- Implementation of Management Plan.

Aim: To continually improve the management of Cedars Park

Objectives:

- 6.8.1 To seek to deliver the highest standards of management and ensure the highest standards of maintenance are achieved.
- 6.8.2 To ensure The Friends of Cedars Park and users are kept updated and engaged in the management planning process.
- 6.8.3 To ensure service standards are maintained and where possible improved.
- 6.8.4 To ensure high levels of communication between management and park users.
- 6.8.5 To explore opportunities for obtaining external funding to assist in the establishment and development of the park.
- 6.8.6 To develop good working relationships with neighbouring organisations.
- 6.8.7 To develop a resource plan for future developments.



Action Plan 2025 (Cedars Park)

Abbreviations

CMP: Cedars Park Conservation Management Plan (Nicholas Pearson Associates, 2008)
 MMP: Cedars Park Management and Maintenance Plan (Nichols Pearson Associates, 2015)
 BBC: Broxbourne Borough Council
 ERB: Existing Revenue Budgets
 GSM: Green Spaces Manager

GSO: Green Spaces Officer
 FOCF: Friends of Cedars Park
 ES: Environmental Services
 GM: Grounds Maintenance
 AO: Arboriculture Officer

Numbers refer to aims and objectives in section 6 of this management plan

6.1 Welcoming place							
Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.1.1	Assess other entrances and identify improvements required	CMP 5.2	AYR	GSO	Existing revenue budget		
6.1.2	Regular inspection, cleaning of signage and update notices in noticeboard	MMP 7.11 MMP 5.9	Summer	GSO FOCF	Existing revenue budget		
6.1.3	Annual inspection of path network	MMP 7.8	Summer	GSO	Existing revenue budget		
6.1.4	Replace and update welcome sign at pedestrian entrance from Theobalds Lane		AYR	GSO	Existing revenue budget		

6.2 Healthy, safe and secure

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.2.1	Provide a visiting uniformed/volunteer presence at the park as reassurance and point of contact. Keep networking with Parkguard ensuring park users are aware of their presence and have the contact number.	MMP 5.8 MMP 3.4	Ongoing	GSO FOCF	Existing revenue budget		
6.2.2	Maintain tree canopies to allow visibility across park.	MMP 6.4 MMP 6.5	Ongoing	GSO Arboricultural Officer	Existing revenue budget		
6.2.3	Arrange regular play equipment inspections quarterly and annually.	MMP 7.8	Weekly Quarterly Annually	GM Staff GSO Play Inspection Co.	Existing revenue budget		
6.2.3	Cleanse all play equipment.	MMP 7.8	Summer	GSO FOCF	Existing revenue budget		
6.2.3	Painting pre-selected items of park furniture.	MMP 7.8	Summer	GSO FOCF	Existing revenue budget		
6.2.4	Prepare risk assessments ahead of volunteer tasks and events.	MMP 5.7 MMP 3.12	Ongoing	GSO Arboricultural Officer	Existing revenue budget		
6.2.5	Ensure offensive graffiti is removed within 24 hours of being reported.	MMP 3.11	Ongoing	GSO	Existing revenue budget		
6.2.6	Reporting procedures are in place.	MMP 5.3	Ongoing	GSO	Existing revenue budget		
6.2.6	Implement deterrent dog fouling programme.	MMP 5.8	Ongoing	GSO	Existing revenue budget		
6.2.7	Assess all boundaries for future improvements.	MMP 3.2	Ongoing	GSO	Existing revenue budget		
6.2.8	Support local health initiatives such as Health walks.	MMP 5.5	Ongoing	GSO	Existing revenue budget		
6.2.9	Use maps on website/ParksHerts to indicate places of interest within the park.	MMP 5.9	Ongoing	GSO	Existing revenue budget		

6.3 Clean and well maintained

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.3.1	Annual review of combined bins, move and add more where necessary.	MMP 7.4	Summer	GSO	Existing revenue budget		
6.3.2	Ensure tree safety checks are carried out and high risk work is carried out.	MMP 6.5	Annually	Arboriculture Officer	Existing revenue budget		
6.3.2	Continue to manage trees to ensure public safety and protect open aspect and views across the park, using the EZYTREE system.	MMP 6.4	Annually	Arboriculture Officer	Existing revenue budget		
6.3.2	Use volunteers to manage woodland.	MMP 3.12	Autumn/ Winter	GSO FOBP Wednesday volunteers	Existing revenue budget		
6.3.3	Annual assessment of maintenance programmes combined with regular inspections.	MMP 5.3	Ongoing	GSO	Existing revenue budget		
6.3.4	Regular cleaning and litter picking.	MMP 3.11	Ongoing	GSO	Existing revenue budget		

6.4 Environmental Management

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.4.1	Identify resource to protect and conserve the valuable historic and environmentally important landscape of the park.	MMP 5.1	Ongoing	GSO	To be identified		
6.4.1	Make and install bird boxes and bug hotels.	MMP 7.13	Summer	GSO/volunteers	Fundraising/men in sheds		
6.4.1	Explore the creation of habitats to meet BAP targets as appropriate.	MMP 7.13	Ongoing	GSO	Existing revenue budget		
6.4.1	Where appropriate leave standing deadwood. Use logs to create log piles.	MMP 7.13	Ongoing	GSO	Existing revenue budget		
6.4.2	To maintain bare hole and maintain pond to correct level.		Ongoing	GSO	Existing revenue budget		
6.4.3	Peat/pesticides are only to be used in specific circumstances and according to Council policy.	MMP 6.11	Ongoing	GSO	Existing revenue budget		
6.4.4	Green waste to be re-used as compost, feed/bedding or mulch where possible.	MMP 6.3	Ongoing	GSO	Existing revenue budget		
6.4.5	All vehicles to be fuel efficient, maintained to a high standard and noise is kept to a minimum.	CMP 5.9	Ongoing	GSO	Existing revenue budget		
6.4.6	Propagate existing planting to extend planting areas and fill gaps.	MMP 6.3	Ongoing	GSO	Existing revenue budget		
6.4.6	Propagate existing planting to extend planting areas and fill gaps.	MMP 6.3	Ongoing	GSO	Existing revenue budget		

6.5 Biodiversity, Landscape and Heritage							
Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.5.1	Within the 10-year conservation management plan, ensure that it captures the park's full potential as a site of historic interest.	MMP 5.1	Ongoing	GSM/GSO	Existing revenue budget	ParksHerts helps to promote site.	
6.5.2	To maintain all soft landscaping features, carry out repair and restoration where appropriate.	MMP 6.0	Ongoing	GSM/GSO/ES	Existing revenue budget	Venusberg restoration completed December 2018	
6.5.4	Arrange pond dipping sessions with schools and local groups and record species found.	MMP 8.0	Summer	GSO	Existing revenue budget		
6.5.5	To create buffer strips hedge/boundaries and amenity grassland.	MMP 6.2	Spring/ Summer	GSO	Existing revenue budget		
6.5.7	Undertake an annual lake check carried out by volunteers.	MMP 8.1	Summer	GSO FOCF	Existing revenue budget		

6.6 Community Involvement							
Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.6.1	To hold annual meetings with the Friends of Cedars Park to assist and facilitate their development.	MMP 5.7	Spring	GSO	Existing revenue budget		
6.6.1	To hold an Annual General Meeting to which all members of the community are invited.	MMP 5.7	Summer	GSO			
6.6.2	To recruit volunteers from the current park users, local residents and wider community to enable the further development of Cedars Park Volunteers.	MMP 5.7	All year round (AYR)	GSO FOCF	Existing revenue budget		
6.6.2	Engage with charity representatives to encourage events in the park.	MMP 5.5	AYR	GSO FOCF	Existing revenue budget		
6.6.2	To identify events/activities to engage with local schools/young people.	MMP 5.2	AYR	GSO FOCF	Existing revenue budget		
6.6.2	Consult with park users and local residents to determine satisfaction of the park and its facilities.	MMP 5.4	Summer	GSO FOCF	Existing revenue budget/website		
6.6.2	Encourage and provide opportunities for business users to visit and volunteer in the park.	MMP 5.2	AYR	GSO	Existing revenue budget		
6.6.2	Advertise volunteer tasks in noticeboard, around park, websites and newsletter.	MMP 5.7	AYR	GSO FOCF	Existing revenue budget		

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.6.3	To make available the opportunity of donating memorial trees or other planting in keeping within the context of a pre-planned planting scheme.	MMP 7.12	AYR	GSO	Existing revenue budget		
6.6.3	Investigate the possibility of local park users and others being able to leave a financial legacy to the Friends of Cedars Park for future improvements.	MMP 5.1	AYR	GSM GSO FOCF	Existing revenue budget		
6.6.4	To work with local police, ParkGuard, park users and local community in taking action to address crime issues to comply with crime prevention and safer community strategies.	MMP 5.8	AYR	GSM / GSO / Community safety team.	Existing revenue budget		

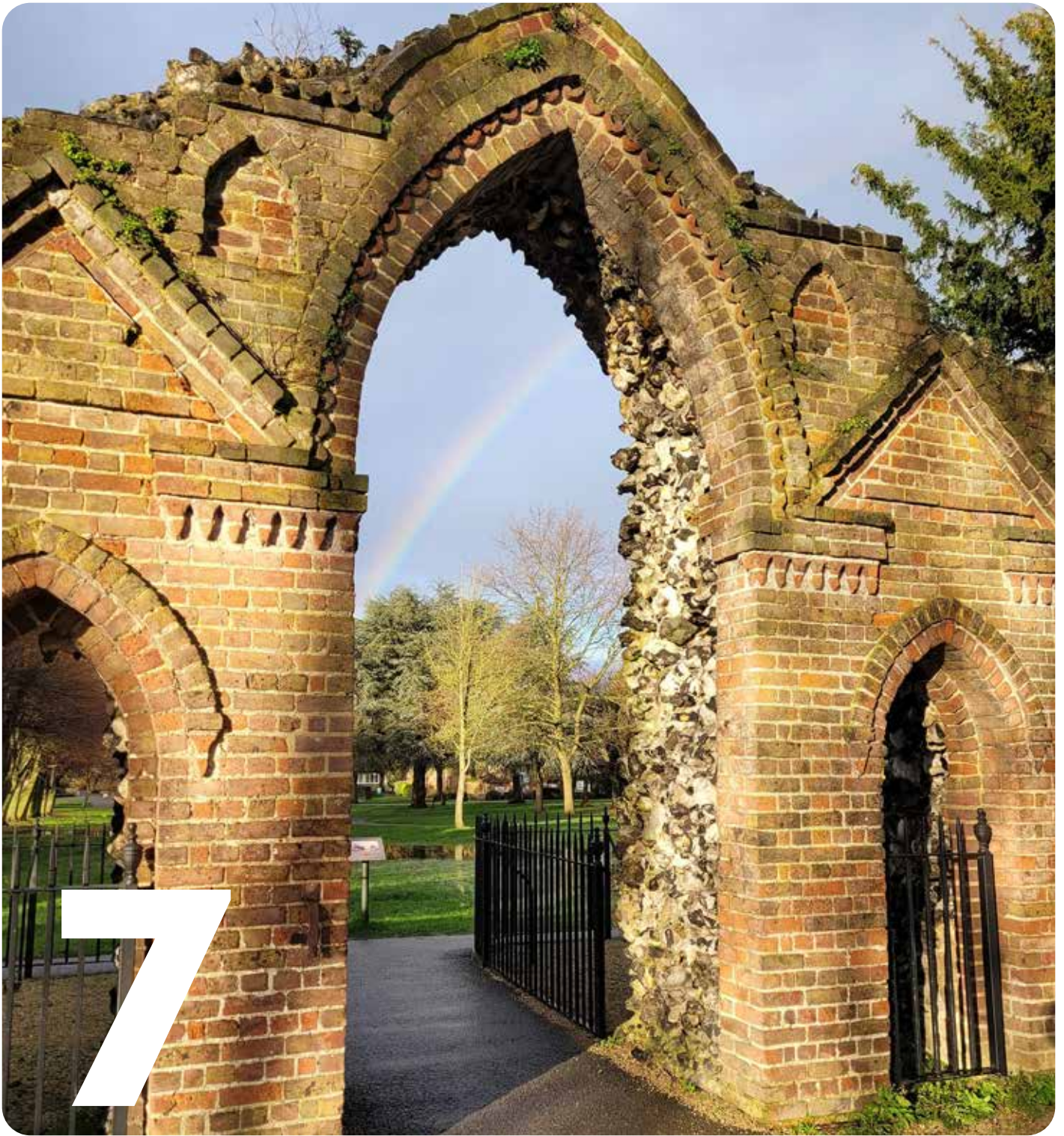
6.7 Marketing and Communication

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.7.1	Make available the minutes of meetings to Council and friends website.	MMP 3.12	AYR	GSO/FOCF	Existing revenue budget		
6.7.2	Produce event timetable and communicate via email, websites, FB page and noticeboard.	MMP 5.4	AYR	GSO/FOCF	Existing revenue budget		
6.7.2	Arrange events.	MMP 5.5	AYR	GSO/FOCF/Event Officer	Existing revenue budget		
6.7.3	Regular inspection, cleaning and update notices.	MMP 5.7	Summer	GSO/FOCF	Existing revenue budget		
6.7.4	Maintain and update Friends website.	MMP 5.7	AYR	FOCF			
6.7.5	Apply for continued Green Flag status.	MMP 5.3	January	GSO	Existing revenue budget		
6.7.6	Promote events and Volunteer Tasks, add photos and write-ups to newsletter after event.	MMP 5.5	AYR	GSO/FOCF	Existing revenue budget		
6.7.7	Encourage contact with groups, publish and circulate newsletter promoting website, social media and posters.	MMP 5.7	AYR	GSO	Existing revenue budget		
6.7.8	Arrange Green Flag celebration, raise new flag.	MMP 5.5	Summer	GSO/FOCF	Existing revenue budget		

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.7.9	Support and promote Parks Herts App.	MMP 5.9	AYR	GSO	Existing revenue budget	Comments	Progress to date
6.7.10	Support Love Parks Week, arrange event and upload to Love Parks week website.	MMP 5.5	Summer	GSO/Event Officer	Existing revenue budget		
6.7.10	Support Love Parks Week, arrange event and upload to Love Parks week website.	MMP 5.5	Summer	GSO Event Officer	Existing revenue budget		

6.8 Management

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.8.1	Quarterly review of action plan and annual update of management plan.	MMP 5.3	Quarterly	GSO	Existing revenue budget		
6.8.2	Hold regular meetings with the Friends of Cedars park to keep them updated and engaged in the management planning process.	MMP 5.7	Quarterly	GSO	Existing revenue budget		
6.8.3	To monitor and manage service delivery by Environmental Services and external contractors and deal effectively with any issues.	MMP 5.3	AYR	GSM/GSO	Existing revenue budget		
6.8.5	Keep up to date with funding body requirements e.g. HLF and others. Monitor professional press for new funding streams.	MMP 3.5	AYR	GSM/GSO/FOCP			
6.8.6	Look to further develop relationship with football club.	MMP 3.2	AYR	GSO/Event Officer/FOCP	Existing revenue budget		
6.8.8	Continue to identify funding options for future improvements.	MMP 3.5	AYR	GSM/GSO/FOCP	Existing revenue budget		



APPENDICES

Action Plan 2024 (Cedars Park)

Abbreviations

CMP: Cedars Park Conservation Management Plan (Nicholas Pearson Associates, 2008)
MMP: Cedars Park Management and Maintenance Plan (Nichols Pearson Associates, 2015)
BBC: Broxbourne Borough Council
ERB: Existing Revenue Budgets
GSM: Green Spaces Manager

GSO: Green Spaces Officer
FOCP: Friends of Cedars Park
ES: Environmental Services
GM: Grounds Maintenance
AO: Arboriculture Officer

Numbers refer to aims and objectives section 6 in management plan

6.1 Welcoming place							
Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.1.1	Assess other entrances and identify improvements required	CMP 5.2	All year round (AYR)	GSO	Existing revenue budget		Ongoing
6.1.2	Regular inspection, cleaning of signage and update notices in noticeboard	MMP 7.11 MMP 5.9	Summer	GSO FOCP	Existing revenue budget		Ongoing
6.1.3	Annual inspection of path network	MMP 7.8	Summer	GSO	Existing revenue budget		Completed in August 2024
6.1.4	Replace and update welcome sign at pedestrian entrance from Theobalds Lane		AYR	GSO	Existing revenue budget		Outstanding

6.2 Healthy, safe and secure

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.2.1	Provide a visiting uniformed/volunteer presence at the park as reassurance and point of contact. Keep networking with Parkguard ensuring park users are aware of their presence and have the contact number.	MMP 5.8 MMP 3.4	Ongoing	GSO FOCF	Existing revenue budget		Parkguard undertakes regular patrols. Volunteers visit park daily and can report any findings to GSO.
6.2.2	Maintain tree canopies to allow visibility across park.	MMP 6.4 MMP 6.5	Ongoing	GSO AO	Existing revenue budget		Some tree/shrub areas reduced or lifted to maintain visibility.
6.2.3	Arrange regular play equipment inspections quarterly and Annually.	MMP 7.8	Weekly Quarterly Annually	GM Staff GSO Play Inspection Company	Existing revenue budget		Inspections undertaken as scheduled.
6.2.3	Cleanse all play equipment.	MMP 7.8	Summer	GSO FOCF	Existing revenue budget		Ongoing.
6.2.3	Painting pre-selected items of park furniture.	MMP 7.8	Summer	GSO FOCF	Existing revenue budget		Numerous benches have been painted by Men Shed.
6.2.4	Prepare risk assessments ahead of volunteer tasks and events.	MMP 5.7 MMP 3.12	Ongoing	GSO AO	Existing revenue budget		Volunteer safety plan completed for each working party.
6.2.5	Ensure offensive graffiti is removed within 24 hours of being reported.	MMP 3.11	Ongoing	GSO	Existing revenue budget		No Major instances. Wipe board checked on a regular basis.
6.2.6	Ensure procedures are in place.	MMP 5.3	Ongoing	GSO	Existing revenue budget		Regular quality checks take place.
6.2.6	Implement deterrent dog fouling programme.	MMP 5.8	Ongoing	GSO	Existing revenue budget		Regular patrols around site, bins are well used.
6.2.7	Assess all boundaries for future improvements.	MMP 3.2	Ongoing	GSO	Existing revenue budget		Regular checks on boundary areas to identify any weak points, boundary repair works carried out as necessary.
6.2.8	Support local health initiatives such as health walks.	MMP 5.5	Ongoing	GSO	Existing revenue budget		Varied programme including health walks take place. defibrillator on site.
6.2.9	Use maps on website/ParksHerts to indicate places of interest within the park.	MMP 5.9	Ongoing	GSO	Existing revenue budget		ParksHerts website has been very successful which includes Cedars Park.

6.3 Clean and well maintained

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.3.1	Annual review of combined bins, move and add more where necessary.	MMP 7.4	Summer	GSO	Existing revenue budget		Bin provision/service working well.
6.3.2	Ensure tree safety checks are carried out and high risk work is carried out.	MMP 6.5	Annually	AO	Existing revenue budget		Survey undertaken and checks made on a regular basis to any high risk trees.
6.3.2	Continue to manage trees to ensure public safety and protect open aspect and views across the park, using the EYZTREE system.	MMP 6.4	Annually	AO	Existing revenue budget		Ongoing.
6.3.2	Use volunteers to manage woodland.	MMP 3.12	Autumn/ winter	GSO FOBP Wednesday volunteers	Existing revenue budget		Ongoing.
6.3.3	Annual assessment of maintenance programmes combined with regular inspections.	MMP 5.3	Ongoing	GSO	Existing revenue budget		Ongoing quality checks.
6.3.4	Regular cleaning and litter picking.	MMP 3.11	Ongoing	GSO	Existing revenue budget		Litter pick and bins emptied every morning, additional cleansing where required.

6.4 Environmental Management

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.4.1	Identify resource to protect and conserve the valuable historic and environmentally important landscape of the park.	MMP 5.1	Ongoing	GSO	To be identified		Following site meeting with EH repair programme for walls delayed until 2024.
6.4.1	Make and install bird boxes and bug hotels.	MMP 7.13	Summer	GSO/ volunteers	Fundraising/men in sheds		Bird/owl/hedgehog boxes created by Men in Sheds project.
6.4.1	Explore the creation of habitats to meet BAP targets as appropriate.	MMP 7.13	Ongoing	GSO	Existing revenue budget		Ongoing
6.4.1	Where appropriate leave standing deadwood. Use logs to create log piles.	MMP 7.13	Ongoing	GSO	Existing revenue budget		Habitat log pile created in rough area from logs from tree works on site. Some logs used to create habitat piles in wooded area after works undertaken throughout park

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.4.2	To maintain bore hole and maintain pond to correct level.		Ongoing	GSO	Existing revenue budget		Ongoing.
6.4.3	Pesticides are only to be used in specific circumstances and according to Council policy .	MMP 6.11	Ongoing	GSO	Existing revenue budget		Pesticide application carried out following Council policy.
6.4.4	Green waste to be re-used as compost, feed/ bedding or mulch where possible.	MMP 6.3	Ongoing	GSO	Existing revenue budget		Compost area/bins managed.
6.4.5	All vehicles to be fuel efficient, maintained to a high standard and noise is kept to a minimum.	CMP 5.9	Ongoing	GSO	Existing revenue budget		Review of vehicles to take place with rest of the BEST fleet.
6.4.6	Propagate existing planting to extend planting areas and fill gaps.	MMP 6.3	Ongoing	GSO	Existing revenue budget		Ongoing.

6.5 Biodiversity, Landscape and Heritage

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.5.1	Within the 10 year conservation management plan ensure that it captures the park's full potential as a site of historic interest.	MMP 5.1	Ongoing	GSM GSO	Existing revenue budget		ParksHerts helps to promote site. Council website and parks hert being updated on a regular basis
6.5.2	Maintain all soft landscaping features, carry out repair and restoration where appropriate.	MMP 6.0	Ongoing	GSM GSO ES	Existing revenue budget		Venusberg restoration completed in 2024
6.5.4	Arrange pond dipping sessions with schools and local groups and record species found.	MMP 8.0	Summer	GSO	Existing revenue budget		Information available on website, local schools arrange sessions directly.
6.5.5	Create buffer strips hedge/boundaries and amenity grassland.	MMP 6.2	Spring/ Summer	GSO	Existing revenue budget		Ongoing
6.5.7	Undertake an annual lake check carried out by volunteers.	MMP 8.1	Summer	GSO FOCP	Existing revenue budget		Ongoing

6.6 Community Involvement

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.6.1	Hold annual meetings with the Friends of Cedars Park to assist and facilitate their development	MMP 5.7	Spring	GSO	Existing revenue budget		Ongoing.
6.6.1	Hold an Annual General Meeting to which all members of the community are invited	MMP 5.7	Summer	GSO			Complete.
6.6.2	Recruit volunteers from the current park users, local residents and wider community to enable the further development of Cedars Park Volunteers.	MMP 5.7	All year round	GSO FOCP	Existing revenue budget		Ongoing.
6.6.2	Engage with charity representatives to encourage events in the park	MMP 5.5	AYR	GSO FOCP	Existing revenue budget		Ongoing.
6.6.2	To identify events/activities to engage with local schools/young people	MMP 5.2	AYR	GSO FOCP	Existing revenue budget		Park well used, schools regularly visit CNC.
6.6.2	Consult with park users and local residents to determine satisfaction of the park and its facilities	MMP 5.4	Summer	GSO FOCP	Existing revenue budget/ website		Informal consultation carried out regularly within the park.
6.6.2	Encourage and provide opportunities for business users to visit and volunteer in the park	MMP 5.2	AYR	GSO	Existing revenue budget		Maximus regular volunteer with FOCP.
6.6.2	Advertise volunteer tasks in noticeboard, around park, Websites and newsletter	MMP 5.7	AYR	GSO FOCP	Existing revenue budget		Social media being utilised. Existing and new Notice boards being used regularly..
6.6.3	Make available the opportunity of donating memorial trees or other planting in keeping within the context of a pre-planned planting scheme	MMP 7.12	AYR	GSO	Existing revenue budget		Ongoing.
6.6.3	Investigate the possibility of local park users and others being able to leave a financial legacy to the Friends of Cedars Park for future improvements	MMP 5.1	AYR	GSM GSO FOCP	Existing revenue budget		No procedures set up at present time.
6.6.4	Work with local police, Parkguard, park users and local community in taking action to address crime issues to comply with crime prevention and safer community strategies	MMP 5.8	AYR	GSM GSO Community safety team.	Existing revenue budget		Ongoing.

6.7 Marketing and Communication

Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.7.1	Make the meetings of minutes available on the Council and Friends Group websites.	MMP 3.12	AYR	GSO FOCP	Existing revenue budget		Minutes of meetings are made available on Friends' Facebook page.
6.7.2	Produce event timetable and communicate via email, websites, Facebook page and noticeboard.	MMP 5.4	AYR	GSO FOCP	Existing revenue budget		Ongoing. An event schedule is sent between each group within the park.
6.7.2	Arrange events.	MMP 5.5	AYR	GSO FOCP Event Officer	Existing revenue budget	Pan in the Park/Dog show/Armistice Day/Christmas Fayre/Christmas Carol service	Ongoing.
6.7.3	Regular inspection, cleaning and update notices.	MMP 5.7	Summer	GSO FOCP	Existing revenue budget		Ongoing.
6.7.4	Maintain and update Friends website.	MMP 5.7	AYR	FOCP			Carried out by FOCP.
6.7.5	Apply for continued Green Flag status.	MMP 5.3	January	GSO	Existing revenue budget		Green Flag status retained.
6.7.6	Promote events and volunteer tasks, add photos and write ups to newsletter after event.	MMP 5.5	AYR	GSO FOCP	Existing revenue budget		Ongoing.
6.7.7	Encourage contact with groups, publish and circulate newsletter promoting website, social media and posters.	MMP 5.7	AYR	GSO	Existing revenue budget		Ongoing.
6.7.8	Arrange Green Flag celebration, raise new flag.	MMP 5.5	Summer	GSO FOCP	Existing revenue budget		Complete.
6.7.9	Support and promote ParksHerts App.	MMP 5.9	AYR	GSO	Existing revenue budget		Website successful.
6.7.10	Support Love Parks Week, arrange event and upload to Love Parks week website.	MMP 5.5	Summer	GSO Event Officer	Existing revenue budget		Committee attended Green Flag award ceremony.

6.8 Management							
Vision and objectives	Action	CMP and MMP Proposal references	Timescale	Responsibility	Resource	Comments	Progress to date
6.8.1	Quarterly review of action plan and annual update of management plan.	MMP 5.3	Quarterly	GSO	Existing revenue budget		Ongoing.
6.8.2	Hold regular meetings with the Friends of Cedars park to keep them updated and engaged in the management planning process.	MMP 5.7	Quarterly	GSO	Existing revenue budget		Ongoing.
6.8.3	Monitor and manage service delivery by Environmental Services and external contractors and deal effectively with any issues.	MMP 5.3	AYR	GSM GSO	Existing revenue budget		Supervised external contractors and supplied findings to environmental services team.
6.8.5	Keep up to date with funding body requirements e.g. HLF and others. Monitor professional press for new funding streams.	MMP 3.5	AYR	GSM GSO FOCP			Ongoing.
6.8.6	Look to further develop relationship with football club.	MMP 3.2	AYR	GSO Event officer FOCP	Existing revenue budget		FOCP developing good relationship, parking, bar etc.
6.8.8	Continue to identify funding options for future improvements.	MMP 3.5	AYR	GSM GSO FOCP	Existing revenue budget		Ongoing. Funding secured for repairs to listed walls and Historical Planting project for beds/borders.

Appendix 2 – Cedars Park marketing plan 2025

Events:

Increase participation in public events planned in 2025. Events may be run by Broxbourne Council's Leisure team, the Parks team or third parties such as Enfield Archaeology Society.

Friends:

Group/Volunteering: Friends of Cedars Park group currently has 240 members who receive the quarterly newsletter. It is proposed that the Friends Group will take responsibility for the newsletter. Successful attraction of community and corporate volunteering groups such as Herts Mind Network, Cedars Nature Centre and News Printers (formerly News International) in 2013, continuation of sustainable relationships with volunteers in 2018. Encouragement for more volunteers to come forward, via posters and banners, newsletter, Council website, associated outlets, external advertising.

Publications/Print:

Volunteering package produced. Guidebook to Cedars Park published. Education pack published on website. New signage installed throughout the park and in Pets Corner.

Press releases:

Aim to issue one press release per month.

Website:

The new Council website went live in July 2019. Website is easy for people to obtain information about the park's location, how to get there and what the park has to offer. The education pack, history, Friends' group and café also have their own dedicated pages. Cross selling options are in place. Wikipedia page is now live. New Cedars Park website launched November 2015, ParksHerts website launched July 2017.

Friends run a popular Facebook page well used by the public and members.

Focus on:

The Heritage Lottery Fund and Big Lottery Fund project has ended. Focus will be on more sustainable programmes to be delivered, increase of partnership opportunities. Promotion of the café and meeting room. Promotion of volunteering opportunities in the park as well as the Friends group.

Cedars events 2024

Month	Date	Events	Marketing Activity	Comments
January	Wednesdays Wednesdays Wednesdays Saturdays Sundays	Mindful Sanctuary Meet Buggy Walk Gardening Club Park Play Leisure Walk	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park Play/FOCP
February	Wednesdays Wednesdays Wednesdays Saturdays Sundays	Mindful Sanctuary Meet Buggy Walk Gardening Club Park Play Leisure Walk	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park Play/FOCP
March	Wednesdays Wednesdays Wednesdays Saturdays Sundays	Mindful Sanctuary Meet Buggy Walk Gardening Club Park Play Leisure Walk	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park Play/FOCP
April	Wednesdays Wednesdays Wednesdays Saturdays Sunday TBC	Mindful Sanctuary Meet Buggy Walk Gardening Club Park Play Leisure Walk Easter Egg Hunt	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website Social media and signs around the park	FOCP Ready Steady Mums FOCP Park Play/FOCP CHEX/FOG
May	Wednesdays Wednesdays Wednesdays Tuesday Saturdays	Mindful Sanctuary Meet Buggy Walk Gardening club Health Walk Park Play	Signposted in park Facebook/social media Facebook Broxbourne Council website Facebook/social media	FOCP Ready Steady Mums FOCP Park play/FOCP
June	Wednesdays Wednesdays Wednesdays Saturday Sunday TBC	Mindful Sanctuary Meet Buggy Walk Gardening club Park play Leisure Walk Dog show	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park play/FOCP FOCP
July	Wednesdays Wednesday Tuesdays/Wednesdays Saturday Sunday	Mindful Sanctuary Meet Buggy Walk Gardening club Park play Leisure Walk	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park play/FOCP
August	Wednesdays Wednesday Tuesdays/Wednesdays Saturday Sunday	Mindful Sanctuary Meet Buggy Walk Gardening club Park play Leisure Walk	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park play/FOCP

Month	Date	Events	Marketing Activity	Comments
September	Wednesdays Wednesdays Tuesdays/ Wednesdays Saturdays Sundays Sunday 15	Mindful Sanctuary Meet Buggy Walk Gardening club Park play Leisure Walk Dog Show	Signposted in park, Facebook/social media Facebook Facebook/social media Broxbourne Council website Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park play/FOCP FOCP
October	Wednesdays Wednesdays Tuesdays/ Wednesdays Saturdays Sundays	Mindful Sanctuary Meet Buggy Walk Gardening club Park play Leisure Walk	Signposted in park, Facebook/social media Facebook Facebook/social media Broxbourne Council website	FOCP Ready Steady Mums FOCP Park play/FOCP
November	Wednesdays Wednesdays Tuesdays/ Wednesdays Saturdays Sunday 10 Monday 11	Mindful Sanctuary Meet Buggy Walk Gardening club Park play Leisure Walk Remembrance Day service	Signposted in park, Facebook/social media Facebook Facebook/social media Facebook/social media Broxbourne Council website Social media and signs around park	FOCP Ready Steady Mums FOCP Park play/ FOCP FOCP
December	Wednesdays Wednesdays Tuesdays/ Wednesdays Saturdays Sundays Sunday 1 Sunday 22 Wednesday 25	Mindful Sanctuary meet Buggy Walk Gardening club Park play Leisure Walk Christmas Fayre Carol Service Dog walkers tea and coffee	Signposted in park Facebook/social media Facebook Facebook/social media Broxbourne Council website Social media Social media and signs around park Social media and signs around park	FOCP Ready Steady Mums FOCP Park play/FOCP FOCP FOCP FOCP

Cedars events 2025

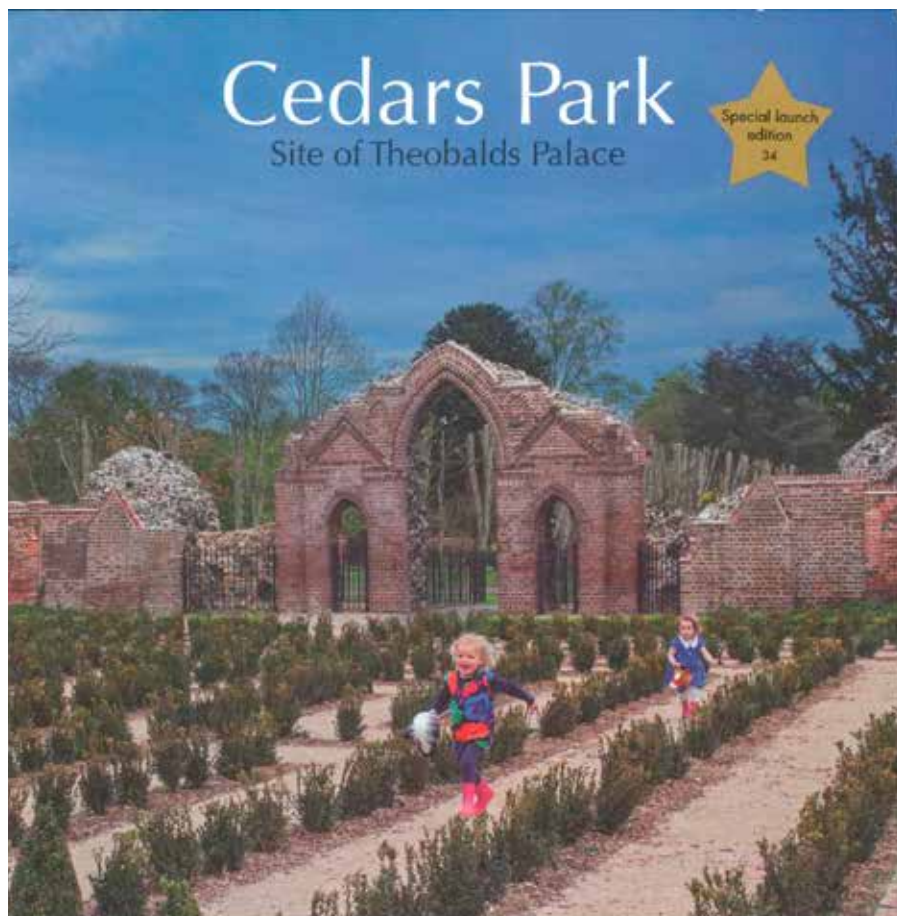
Month	Date	Events	Marketing Activity	Comments
January	Wednesdays Wednesdays Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening Club	Signposted in park, Facebook/social media Facebook Facebook/social media/signage	FOCP Ready Steady Mums FOCP
February	Wednesdays Wednesdays Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening Club	Signposted in park, Facebook/social media Facebook Facebook/social media/signage	FOCP Ready Steady Mums FOCP
March	Wednesdays Wednesdays Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening Club	Signposted in park, Facebook/social media Facebook Facebook/social media/signage	FOCP Ready Steady Mums FOCP
April	Wednesdays Wednesdays Tuesdays/Wednesdays TBC	Mindful Sanctuary Meet Buggy Walk Gardening Club Easter egg hunt	Signposted in park, Facebook/social media Facebook Facebook Social media and signs around park	FOCP Ready Steady Mums FOCP CHEX/FOG
May	Wednesdays Wednesdays Tuesdays/Wednesdays TBC	Mindful Sanctuary Meet Buggy Walk Gardening club Dog show	Signposted in park, Facebook/social media Facebook Facebook/social media Facebook/social media	FOCP Ready Steady Mums FOCP FOCP
June	Wednesdays Wednesday Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening club	Sign posted in park, Facebook/social media Facebook/social media Facebook/social media	FOCP Ready Steady Mums FOCP
July	Wednesdays Wednesday Tuesdays/Wednesdays Sunday	Mindful Sanctuary Meet Buggy Walk Gardening club	Signposted in park Facebook/social media Facebook	FOCP Ready Steady Mums FOCP
August	Wednesdays Wednesday Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening club	Signposted in park, Facebook/social media Facebook Facebook/social media	FOCP Ready Steady Mums FOCP
September	Wednesdays Wednesdays Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening club	Signposted in park, Facebook/social media Facebook Facebook/social media	FOCP Ready Steady Mums FOCP
October	Wednesdays Wednesdays Tuesdays/Wednesdays	Mindful Sanctuary Meet Buggy Walk Gardening club	Signposted in park, Facebook/social media Facebook Facebook/social media	FOCP Ready Steady Mums FOCP
November	Wednesdays Wednesdays Tuesdays/Wednesdays Sunday 10 Tuesday 11	Mindful Sanctuary Meet Buggy Walk Gardening club Leisure Walk Remembrance Day service	Signposted in park, Facebook/social media Facebook Facebook/social media Broxbourne Council website Social media and signs around park	FOCP Ready Steady Mums FOCP FOCP Ready Steady Mums FOCP
December	Wednesdays Wednesdays Tuesdays/Wednesdays Sunday 7 Sunday 21 Thursday 25	Mindful Sanctuary meet Buggy Walk Gardening club Christmas Fayre Carol Service Dog walkers tea and coffee	Signposted in park, Facebook/social media Facebook Facebook/social media Social media Social media and signs around park Social media and signs around park	FOCP Ready Steady Mums FOCP FOCP Ready Steady Mums FOCP FOCP

Appendix 3 - Cedars Park Guide Book

A guidebook with beautiful photographs, map and historical facts about Cedars Park was produced in 2014 and members of the public are able to purchase a copy from the café.

The booklet illustrates what Theobalds Palace once looked like and reveals interesting facts about life at the court. The book also features details of the maze and Venusberg, which have been recreated in the present park as part of the recent restoration project.

The 28 page guidebook is on sale for £5.



Signage boards at Cedars Park



AGM – FRIENDS OF CEDARS PARK

Monday 4 March at 2pm Cedars Park Meeting Room

MINUTES

Committee present: -

Andy Massey – Chair

Jane Claire – Vice Chair

Donna Jolly – Treasurer

Tracey Massey – Secretary

BEST: - Tawnee Martin

FOCP Members: -

Keith Bird, Jeanette Bird, Rob O’Gorman, John Field

Meeting opened at 2.05pm by AM

Main reason for AGM to vote for existing Committee or make amendments to Committee members. All necessary ‘interests’ received by AM and committee remains unchanged by majority vote. One new committee member voted in – John Field.

Committee have initially agreed that there will be no changes for 3 years going forward.

Extension

AM – recently attended a Zoom meeting with National Lottery & HHH (Herts Helping Hearts) concerning the proposal of Extension to the Compound. The project in the first instance is over a 5year period with total Lottery funding in the region of £250K. Overall build should cost no more than £100,000.

The Bees will remain exactly where they are at present. The wild area behind the compound will be an extra area to be used by the compound and also by the Extension.

If Men Shed expands, this area and the Extension can also be used by them.

A 3D visualisation was suggested for the project by RO.

Men Shed

RO – currently not showing much progress (5 people). This could be weather related and also lack of space.

KB – Advertising needed.

Social Media

FOCP currently advertise on Facebook/Instagram and a webpage is being looked into re costing.

Park Benches

BEST have agreed that park benches can be painted in brighter colours by Men Shed/Volunteers.

Venusburg – In the process of finally being overhauled due to serious damage.

Wooden Animals – will be replaced by new. Suggested that the upkeep of the wood could be a good idea for Men Shed to be part of a project.

Dates for Diary (TBC)

Dog Show – Sunday 23 June

Music Event – Sunday 14 July

Teddy Bears Picnic – Wednesday 1^h August

Armistice Day Memorial – Monday 11 November

Christmas Fayre – Sunday 1 December

Christmas Carols – Sunday 22 December

Other Notes

Scout Group? Ukulele Group? Salvation Army Brass Band? Karaoke Hour?
MIND/Rock at the Castle?

Meeting Closed at 3.15pm by AM



Autumn Newsletter

Park Closing Times!

October 6pm

November 4.30 pm

December 4 pm.

Please note that the pedestrian entrance closes 15 minutes before this time.

Upcoming Events

Remembrance 11

November 10.30 am.

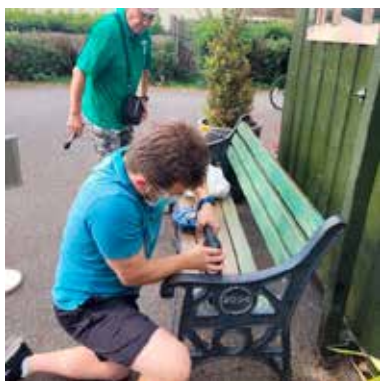
Christmas Fayre 1st

December 11 – 3 pm.

Carols in the park

22nd December 2 – 3.30 pm.

Mens Shed News



Mens Shed meets on Wednesday mornings

behind the café. Men and women are welcome to come and chat and join in with the various projects which are underway.

Recently members of Mens Shed have been building bird and hedgehog boxes, renovating park benches as well as building new planters to go around the 'Happy to Chat' bench.

Our Mens Shed is for everyone. Please come over for a chat and find out what we are about. Even if you want to learn something new, how to use a certain tool, or if you have a skill that you can pass on it'll be good to see you.

Sometimes it's good to just sit and talk, sometimes it's good to put your skills to use, sometimes a cuppa will hit the spot.

Big thanks to Phil from Daylight Signs for making our latest sign.

Sports Equipment



Friends Of Cedars Park Mens Shed have teamed up with Active Local Waltham Cross and Herts Sport & Physical Activity Partnership to offer our local community in Cedars Park the use of free sports equipment!

All we ask is that you treat the equipment with care and return it to the box after you have used it. The box is located at the side of our Mens Shed.

Meet Sparkle



Did you know that hedgehogs are declining and are considered vulnerable to extinction, but not classified as endangered!!!

We have teamed up with Cheshunt Animal Rescue to try and help the hedgehog population.

Sparkle was found injured last week, was suffering from fly strike and only weighing 200g.

She has been to the vet, her injuries and the fly strike have been treated and she now weighs 328g.

Our Mens Shed have made a new home for her and we are hoping that she now settles in and puts on weight.

Please follow Sparkles' story and let's hope she thrives!!

Bee News



Recently we were invited to The Beaumont Centre to give a talk about bees and Mens Shed.

We had a fantastic welcome and we can highly recommend visiting the centre. They have so much to offer to our community.

Thanks to all the volunteers at the centre and for making an extremely nice cuppa.

Volunteers' News



Our volunteers have been busy helping to maintain and improve the park.

Some of our volunteers are involved in gardening in the park including reinvigorating the rose

arch and improving the area around the pond. Others improve the look of the park by litter picking or general maintenance. Many of our volunteers help at our events. Without them, many of the events could not happen.

Volunteering can be regular or ad hoc. Contact Andy at Friends of Cedars Park if you would like to get involved or chat to volunteers at the park. They can be identified by their 'Volunteer' lanyards or T-shirts.

Community Links

In the last 6 months we have had fantastic and enthusiastic groups of volunteers from Maximus UK

They work hard all day on numerous projects in the park including gardening, bench cleaning and painting and bird box making.

It is a pleasure having them in Cedars Park and they have made a huge difference in making the park look fantastic.

Hopefully one or two might come back and volunteer on a more

Appendix 5 - Broxbourne policy on pesticide usage

Purpose

To approve the current practice of pesticide usage.

Background

Pesticides have been developed primarily for their ability to act on living tissue. Through sophisticated development they are able to target their effects on a limited range of plants and animals. Increasing concern about the hazards that pesticides present to humans and the environment has led to the introduction of legislation designed to control: the type of chemical available; the sale and supply; storage; application methods; and disposal of pesticides. This is primarily controlled under The Food and Environmental Protection Act 1985 (FEPA), Control of Pesticides Regulations 1986 (COPR) and the Health & Safety at Work Act.

Definition of pesticides

Under The Food and Environmental Protection Act 1985 (FEPA), a pesticide is any substance, preparation or organism prepared or used, among other uses, to protect plants or wood or other plant products from harmful organisms; to regulate the growth of plants; to give protection against harmful creatures; or to render such creatures harmless. The term pesticides therefore has a very broad definition that embraces herbicides, fungicides, insecticides, rodenticides, soil-sterilants, wood preservatives and surface biocides among others.

A pest is defined as any organism harmful to plants, wood or plant products, any undesired plant or harmful creature.

Legislation

- In Great Britain the storage, supply, advertisement, sale and use of pesticides is regulated by:
 - The Control of Pesticides Regulations 1986 (as amended) (COPR).
 - The Pesticides (Maximum Levels in Crops, Food and Feeding Stuff) (England and Wales) Regulations 1999 (as amended).
 - In Scotland by The Pesticides (Maximum Levels in Crops, Food and Feeding Stuff) (Scotland) Regulations 2000, and commonly referred to as the MRL Regulations.
 - Similar legislation exists in Northern Ireland. This legislation implements Part III of The Food and Environment Protection Act 1985 (FEPA).

In addition, further regulations:

- The Plant Protection Products Regulations 1995 (as amended).
- The Plant Protection Products (Basic Conditions) Regulations 1997 (PPPR).

The Control of Substances Hazardous to Health Act 2002 (COSHH) requires that exposure to substances hazardous to health is either prevented or, where this is not reasonably practical, adequately controlled.

Legal implications

- It is illegal to use a pesticide unless ministerial consent has been given for the intended activity, and that the relevant conditions of consent are complied with. Consent is only given:
 - If all reasonable precautions are taken to protect human health, creatures, plants, the environment and pollution
 - That no unapproved mixtures or adjuvant are used
 - That formal training of users is required.

Pesticides can only be purchased through approved and certificated suppliers. Pesticides must be stored in a structure designed for that purpose, and controlled by a certificated store person. Pesticides for Agricultural and Amenity Horticulture can only be applied by a person with a certificate of competence (NPTC). Pesticides must be disposed of in a manner that will not damage human health or the environment.

How grounds maintenance operations implements this into working practice

- Only approved ministerial chemicals are used.
- All application equipment is regularly tested, maintained and replaced as required.
- Personal protective equipment is regularly tested, maintained and replaced as required.
- All chemicals are applied in accordance to the label requirements.
- All staff involved in chemical application are trained to the required certification including NPTC PA-1, PA-6A, PA – 2 and PA – 6AW.
- Areas to be treated are secured from public access, or information notices are posted during application periods, or active ingredients are such that no precautions are necessary.
- Staff undergo regular refresher courses as required.
- COSHH assessments are carried out for all chemicals, with only those proving to have the least hazard to the user and environment being used. Regular reviews of COSHH assessments are carried out and stock changed as required.
- All chemicals are stored in bunded structures that are secure, fire resistant and designed to stop chemical leakage.
- Stock records are kept on site with these stores.

- Chemical containers are disposed of through an approved contractor or as designated by legislation.
- Pesticide applications are recorded and kept at New River Trading Estate/Cheshunt Park for reference and public information.

Grounds maintenance operations pesticide usage policy

Whenever practical the use of pesticides will be minimised and alternative solutions sought. Within parks, gardens and open spaces there is a continual reduction in the use of pesticides. This has been achieved by:

- Using the principles of Integrated Pest Management.

Prevention > Cultural > Bio-Control > Chemical Control.

- Carrying out environmental risk assessments to determine the best method of pest control, only using chemical applications as a last resort.
- Using site generated and/or locally chipped compostable material as shrub border mulch.
- By not using residual herbicides.
- Challenging traditional working practices and introducing new practices which minimise the need to apply pesticides or herbicides.
- Replacing plants, shrubs and grass mixes with cultivars that are less susceptible to pests and diseases.
- Improved staff training in order to inform and prevent poor practice.



Pan in the Park event



Friends of Cedars Park Apiary



Newly refurbished Venusberg



Community games box



Friends of Cedars Park dog show



Friends of Cedars Park outdoor learning area refurbishment

16.0 PARKSHERTS – HERTFORDSHIRE PARKS WEB PROJECT

16.1 Background and Challenge

[ParksHerts](#) originated from the Hertfordshire Association of Cultural Officers Parks Officers Group (HACO) which recognised that there was a lack of consistent, accessible and good quality online information about the county's parks and open spaces. This is a particular challenge for a county such as Hertfordshire where park ownership is spread across administrative areas.

Hertfordshire also faces challenges to address the levels of obesity and physical activity within the population. 62.8% of Hertfordshire adults (2013-15) and 36.7% of children in year 6 (2015) were classified as overweight or obese with only 58.7% of adults classed as physically active (2015). (source: Public Health England. 2016. Public Health Outcomes Framework (Online)).

16.2 The Project

[ParksHerts](#) provides an innovative solution to these challenges. It's a mobile-first website application providing a single information point for over a hundred of Hertfordshire's parks and open spaces from recreation grounds through to woodlands and award winning flagship parks, irrespective of administrative ownership. It provides a way for people to discover and enjoy sites they know and those that they haven't yet discovered, whilst also supporting people to make outdoor exercise part of their everyday lives.



Funding for the project was secured from Hertfordshire County Council Public Health, all ten Hertfordshire District/Borough Councils and one Parish Council. Support from partners has been both financial and as officer time from communications teams, public health officers and from parks teams who will maintain the information on their own parks into the future. Hertsmere Borough Council led the project on behalf of the partnering authorities through the specification, procurement, design, data entry and training stages and will continue to be the overall administrative contact point.

[ParksHerts](#) is a clear demonstration that cross county projects really can and do work and a great tool to encourage greater park use and promote our parks, including Green Flag sites.

To remove barriers to access it is important that the site is as user friendly as possible. To support this, online and face to face consultation was undertaken.

Visit the ParksHerts web application today - www.parksherts.co.uk – and find your perfect park!

You can also like us on Facebook: [facebook/ParksHerts](https://facebook.com/ParksHerts), or follow us on twitter: [@ParksHerts](https://twitter.com/ParksHerts) and Instagram: [ParksHerts](https://www.instagram.com/ParksHerts) or email parksherts@hertsmere.gov.uk



Key features of the site include:

- A simple, attractive design with generic appeal that changes with the seasons.
- A mobile friendly site which can be used on desktops, tablets and mobile devices reflecting the desire from users to research at home and whilst out and about.
- The same basic info on each park (prioritised via user consultation and feedback).
- Ability to filter parks by categories – including who is going to the park, what activities you'd like to do and the facilities offered.
- Activity routes are marked on the maps ranging from easy access (pushchair and wheelchair friendly) through to running routes, nature trails and orienteering. Step counts are provided for each.
- How to find the way in to the park: on foot, via public transport and by car. Exact car park locations are provided with links to google maps.
- Ability to promote park events via specific 'events' area.
- Clickable points of interest.
- Ability to focus on what's important by personalising the points of interest that appear on the map.
- I'm in this park button provides a GPS 'where am I' location.



16.3 Outcomes

In the first six months since the site was officially launched, there has been:

- 6,200 unique users
- 8,500 sessions
- 30,000 page views
- 60% of user's access through mobile or tablet indicating potential usage whilst in the park.

The most popular pages are the parks search page followed by the events page. Visitor numbers can be checked and peaks in usage can be linked to particular tweets or promotional activities. Seasonal reports will collect user numbers.

16.4 Promotion and Social Media

The [ParksHerts](#) website application was launched to the public at the Hertfordshire Green Flag Award event held at Cassiobury Park, Watford on 21 July 2017. The press release can be found in Appendix 8.

Publicity and promotion of the site is a partnership effort coordinated by communication professionals from the participating councils, using [facebook](#), [twitter](#) and [Instagram](#), resident's magazines, partner websites and newsletters.



Links between the website and participating council's websites are in place to help drive traffic to the site.

Publicity material available includes roadside banners, posters and branded bags and water bottles. These have been distributed between partners for use in the parks or at events.

Since the launch, a blog feature has been created which is proving to be a useful way to highlight specific parks or activities taking place in the parks which can be promoted.

An advert for site can be found on the 2017/18 bus timetables across the whole of Hertfordshire.

- 25% found us via search engines
- 24% came directly
- 40% linked through via social media

Social Media techniques to be used:

- On Twitter posts use the daily hashtags e.g. Monday Motivation, Tip Tuesday – this widens the audience considerably.
- Tag in more popular twitter users – has led to retweets
- Pick up on relevant news stories
- Link through to wider, popular events e.g. Health Walks – known events and link directly through to the right page on the site
- Use animation, visual representations of the site, linked to the time of year
- Use real photos from the Hertfordshire parks

16.5 Next Steps

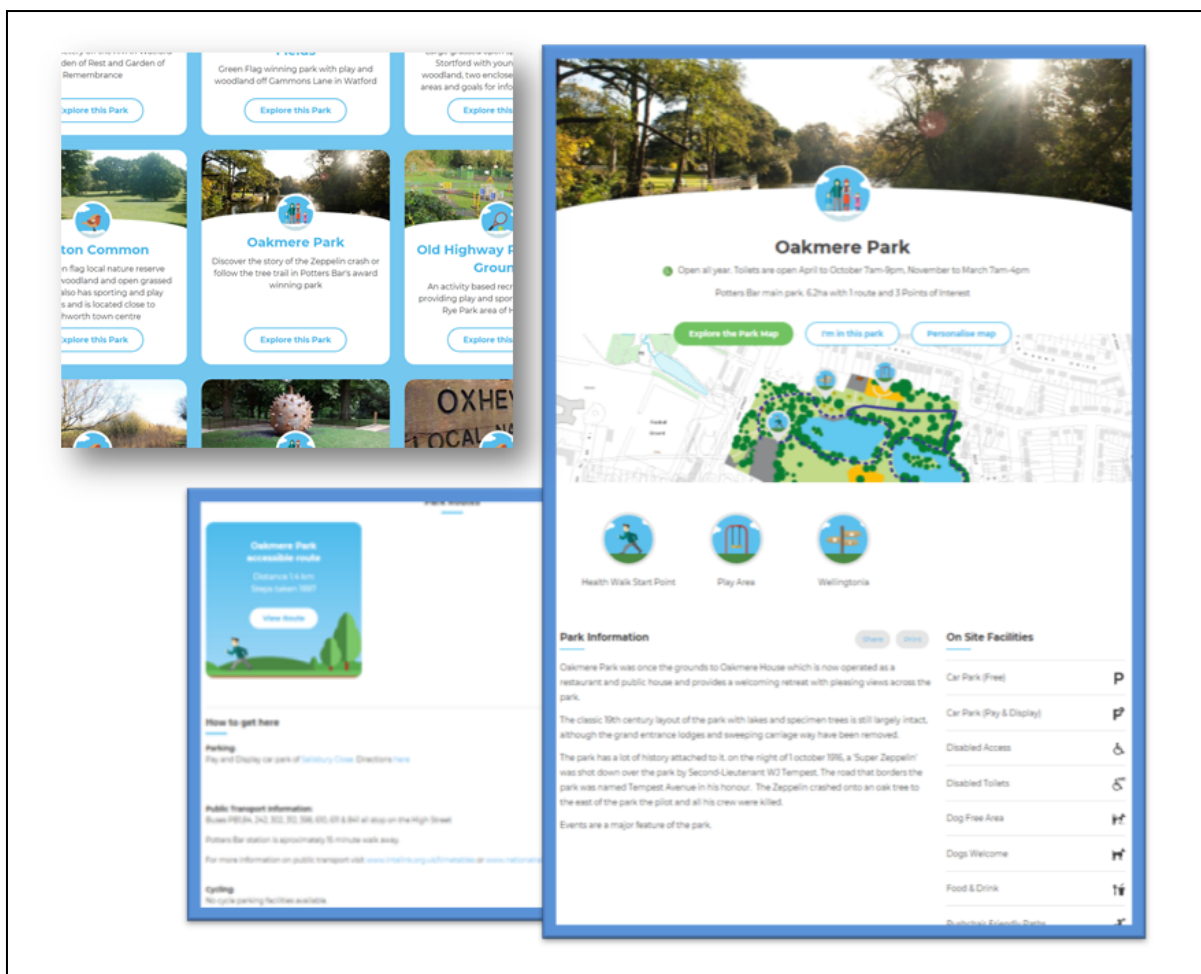
Three key aims have been identified for 2018 to further develop the web application and ensure that people use and re-use [ParksHerts](#).

- **'Keep going and keep growing'** – site to be kept up-to-date with new data. Additional sites to be added, from existing partners as well as expansion to other parks providers within the county. New opportunities of features within the site are also possible and will be added as appropriate within the budget.
- **'Governance'** – a 'board' of key members from the partnership will be formed to take key decision over future developments, costings and ensure continual input from all partners.
- **'Widen usage'** – the coding and design is owned by the ParksHerts partnership. Opportunities exist to for other authorities or partnerships of authorities across the country to 'purchase' the coding at a fraction of the original cost. Take up would help to ensure that [ParksHerts](#) is fully sustainable but more importantly promote the huge benefits that's parks offer to people's everyday lives across the country.

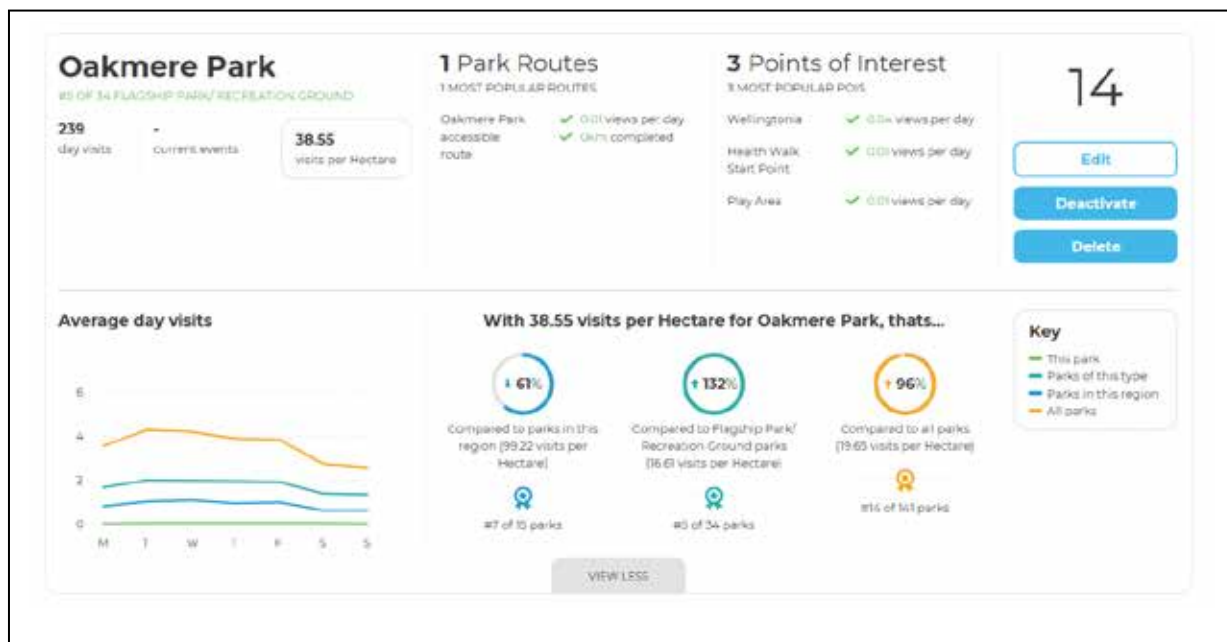
16.6 Oakmere Park on ParksHerts

By using the filters, users are able to find the park that best suits their needs and can sort alphabetically, by popularity or by nearest.

The park can then be selected which opens up an easy to use specific park page with opening times, an interactive map showing points of interest and routes, text information, features, routes and directional information.



The site also contains a simple back office administration system for parks managers. This allows any changes to the park to be easily updated but also allows statistics to be collected. These show visitor numbers to the park, equating visitors numbers per hectare (providing comparable ranking to other parks in the district or 'type' of park), route completion and the most popular points of interest. It is envisaged that this data will be able to assist future management decisions, particularly with identifying the future needs of points of interest/parks features.



The above stats show that 239 users have visited the site, ranking the park as the 14th most popular, as well as the 7th in Hertsmere and the 5th Flagship. As the data builds up over a longer period of time, day visits and points of interest views will show trends and more accurate usage and enable a wider range of reports to be generated.

BROXBOURNE BOROUGH COUNCIL
PUBLIC SPACE PROTECTION ORDER No. 1 OF 2020
THE CONTROL OF DOGS

1. This Order may be cited as the **Borough of Broxbourne Public Spaces Protection Order No. 1 of 2020.**
2. The Borough of Broxbourne (the "Council") makes this Order under its powers contained in s.59 of the Anti-Social Behaviour, Crime and Policing Act 2014 ("the Act"), being satisfied on reasonable grounds that the activities set out in paragraph 5, in the location described in paragraph 4 of this Order and detailed in the schedule to this Order have had or are likely to have a detrimental effect on the quality of life of those in the locality, or it is likely that activities will be carried out within that area and have such an effect. The Council is also satisfied that the effect, or likely effect, of the activities is, or is likely to be, of a persistent or continuing nature and that these activities are unreasonable and justify the restrictions imposed by this Order and that it is in all the circumstances expedient to make this Order for the purpose of reducing anti-social behaviour in a public place.
3. This Order comes into force at midnight on 30 July 2020 for a period of up to three years thereafter, unless extended by further order under the Council's statutory powers.
4. This Order applies to all land in the Borough of Broxbourne to which the public or any section of the public has access, on payment or otherwise, as of right by virtue of expressed or implied permission.
5. The activities described below are hereby covered as from the date of this Order.
 - (a) The failure to remove dog faeces by a person in charge of the dog from the designated land,
 - (b) Allowing a dog (excluding guide dogs) to be present in the following areas:
 - (i) All fenced children's playground and areas which are designated and marked for children's play
 - (ii) All fenced games areas e.g. tennis, ball courts, skate parks
 - (iii) Marked playing pitches, when in use for playing sports

Any person in charge of a dog who takes it onto, permits it to enter or remains on the specified land is guilty of an offence.

6. Section 67 of the Act states that it is an offence for a person without reasonable excuse:

- (a) To do anything that the person is prohibited from doing by a public spaces protection order or,
- (b) To fail to comply with a requirement to which the person is subject under a public spaces protection order.

A person guilty of an offence under section 67 of the Act is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

A person does not commit an offence under section 67 of the Act by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order.

A person guilty of an offence under conditions a or b above, under section 67 of the Act is liable on summary conviction to a fine not exceeding level 3 on the standard scale, or a fixed penalty notice of £100.

CHALLENGING THE VALIDITY OF ORDERS

An interested person may apply to the High Court to question the validity of this Order and an interested person means an individual who lives in the restricted area or who regularly works in or visits that area. Any such interested person may apply to the High Court within six weeks from the date on which this Order was made on the grounds that the Council did not have the power to make the Order or to include particular prohibitions or requirements imposed by the Order or that a requirement under Chapter 2 of the Act was not complied with in relation to this Order.

SCHEDULE OF RESTRICTED AREAS

- (a) All public rights of way/footpaths, pavements, flower beds, shrub areas and grass verges adjacent to carriageways.
- (b) All pedestrianised areas
- (c) All parks, open spaces and children's play areas
- (d) All sports fields
- (e) All greens, verges flower beds and other open areas on any housing estates in the borough
- (f) All town greens
- (g) All cemeteries
- (h) All parts of the Lee Valley Regional Park within the Broxbourne Borough Council district
- (i) All allotments
- (j) All public car parks

LAND DESIGNATED SPECIFICALLY

- (a) The grounds of The Spotlight, The Spinning Wheel and Lowewood House, Hoddesdon
- (b) The grounds of Bishops College and Emmanuel Lodge, Cheshunt
- (c) Land open to the public and owned by local trustees for open spaces at:
 - (i) Broxbourne recreation ground, Station Road Broxbourne
 - (ii) Baas Hill, Broxbourne
 - (iii) Cock Lane, Hoddesdon

Dated *30 July 2020*

THE COMMON SEAL of the Borough of Broxbourne Council was hereunto affixed in the presence of

M Beaking
.....
Authorised Signatory



Appendix 8 – Example of Play Equipment Inspections/Risk Assessment



The Play Inspection Company Ltd
Unit 5 Glenmore Business Park
Blackhill Road
Poole
Dorset
BH16 6NL
01202 590675

Cedars Park

Inspection Ref: 2446363

Site Ref: 21039

Operational Inspection - 14-August-2024 - 11:39 Inspector Ollie Hurst

Risk Assessment: 10 Low Risk

**Location:**

The site is located in an area of public open space and is not directly overlooked by any properties in the local community.

Disabled Access:

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.



FEEDBACK REPORT: 2024-25

Name of Site	Cedars Park
Managing Organisation	Broxbourne Borough Council
Date of Assessment	13/05/2024

OVERALL RESULT	Pass	<input checked="" type="checkbox"/>	Fail	<input type="checkbox"/>
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NOTES ABOUT THIS REPORT
<p>Strengths and recommendations are provided for each criteria.</p> <p>Photographs are included, where appropriate, to support the feedback from the judge(s) in relation to both strengths and recommendations.</p> <p>Please refer to the Raising the Standard guidance manual here for further information on the criteria.</p>

DESK ASSESSMENT

(Management plan and supporting documentation)

Criteria	Strengths	Recommendations	Broxbourne Comment
Presentation	<p>Excellent presentation. Covers all areas well.</p> <p>Very good action plans.</p> <p>Policies in appendices.</p> <p>Good to see the Green Flag criteria included.</p>	<p>An aerial photograph of the Park would be good to see.</p> <p>Similarly, a picture or a few of the Park prior to the restoration would also help to appreciate the transformation it has gone through.</p>	<p>Aerial photographs have been used in the past and will be considered again.</p> <p>Before/after pictures will be reviewed</p>

Criteria	Strengths	Recommendations	Broxbourne Comment
			and used if appropriate.
Health, Safety & Security	Policies and practices are detailed. Thought has been given to water hazards as well as more regular hazards.	Something about slip hazards in freezing conditions might be added.	Noted
Maintenance of Equipment, Buildings & Landscape	All are mentioned and action plans described for most.	A bit more information on equipment maintenance would be welcome.	Noted
Litter, Cleanliness, Vandalism	Well covered with short time periods given for repair/cleansing.	Some mention of how fly-tipping or dumped vehicles would be dealt with would complete the policy statement.	Noted
Environmental Management	Generally good, particularly to have a section on sustainability.	More consideration should be given to replacement of fueled tools and vehicles with electric, when possible. Peat and herbicide statements a little weak.	Move towards electric powered equipment under constant review.
Biodiversity, Landscape & Heritage	Good, particularly on the balance to be struck between heritage.	Consider having individual plans for important specimen.	Noted

Criteria	Strengths	Recommendations	Broxbourne Comment
	conservation and biodiversity.	trees and a group plan for avenues.	
Community Involvement	Well considered. Good to see regular contact with the Friends group and volunteer action plans.	A description of events held and those anticipated would be useful.	Information is included in the marketing plan.
Marketing & Communication	Excellent to see a guidebook for the Park. Websites are good. ParksHerts deserves special mention here. A marketing plan for the Park is a welcome initiative.	Consider involving local radio as well as the printed press.	Noted
Overall Management	This is clearly a very well run Park with a detailed and comprehensive management plan.	Continue to update the management plan regularly, with sign offs for completed projects.	Plan is updated quarterly.

FIELD ASSESSMENT

Criteria	Strengths	Recommendations	Broxbourne Comments
A Welcoming Place	Very good entrances, impressive gates and floral displays at entrances. Good level and well kept paths.	Keep up the high standard. Some ongoing work debris by the carpark did let the overall standard down, but this must be only temporary.	Noted
Healthy, Safe & Secure	Good sightlines through most of the park. Well staffed. No trip hazards noticed. Dogs on leads and no dog fouling seen. All seats and other infrastructure in good repair and clean.	The newer section of the park could benefit from cutting back vegetation at the inside edge of bends to keep sight lines clear.	Comments noted
Well Maintained and Clean	The Park keeps up a high standard of cleanliness. Most flower beds in good condition. Trees well maintained. Efforts are being made to replant beds with species tolerant of climate change.	Some flower beds needed attention, weeding and renovation required. Some large self-set saplings need removal. Bindweed in shrub beds should be pulled, as should brambles. Japanese knotweed in one bed should be stem injected. A few dead branches should be removed according to the schedule.	Works to beds ongoing also being assisted by volunteers, JKW has been treated and will be monitored for success.

Criteria	Strengths	Recommendations	Broxbourne Comments
Environmental Management	<p>Little herbicide used, (Glyphosate). Composting of green waste. Woody waste chipped and used as mulch.</p>	<p>Consideration should be given to replacing glyphosate with mechanical or other methods of weed control. Look at use of vegetable-oil based fuel rather than diesel. Is café waste sorted and recycled?</p>	<p>Comments noted.</p>
Biodiversity Landscape and Heritage	<p>Heritage understood and celebrated. The elements of the landscape that remain are protected and interpreted. Signage is excellent. Value of the Park for biodiversity is also understood.</p> <p>Several bee hives are kept by volunteers.</p> <p>There is a wildflower area, better last year than this, possibly as a result of our wet year.</p>	<p>Surveys of the wildlife supported by the Park should be done to establish baseline figures. Then aims can be set and progress measured towards meeting those aims.</p> <p>A small pond should be established within the new section of the Park.</p>	<p>Surveys have been undertaken in the past and management guidelines included in service delivery plans/method statements.</p>
Community Involvement	<p>The participation of the Friends and volunteers within the Park is of a high order and is a very valuable asset. The way in which vulnerable members of the community are welcomed and catered for is particularly laudable. The Friends make every effort to reach out to all sectors of the community.</p>	<p>The Friends should be supported by the Council by a regular grant, targeted at specific tasks and projects for them to perform. These efforts should be recorded in the Management Plan.</p>	<p>Efforts of the FOG are included in the plans, the Council supports the FOG on any specific agreed project not covered by existing arrangements.</p>

Criteria	Strengths	Recommendations	Broxbourne Comments
	<p>There is a regular events programme, run by the Friends and supported by the Council.</p> <p>The café is a meeting point and clearly well appreciated by park users.</p>		
Marketing and Communication	There are excellent websites run by the friends, the council and more widely across the County. Information is also spread by social media.	Events should be covered by the local press and radio. Send the press pictures for them to use with their reports.	Noted, social media plays a large part in the FOG communications.
Management	<p>It is clear that both Management and Friends work hard and in cooperation to maintain the park in excellent condition. The ornamental gardens are particularly impressive.</p> <p>Local people clearly enjoy and value the Park.</p>	<p>Whilst some traditional Park activities would not be appropriate to this historic site, e.g. organised team games, others could be incorporated, perhaps orienteering and park runs.</p> <p>In the future a small play area for small children could be added to the new section of the park?</p>	Noted

Criteria	Strengths	Recommendations	Broxbourne Comments

Summary and additional comments:

(Highlighting the result, and the main areas of strength and recommendation)

The main strength of Cedars Park is its historic value. This is very well celebrated by the interpretational signs and models and the remaining pieces of the buildings are preserved and incorporated into the Park's leisure offer. The second strength is the community value of the Park, which is great and extends to most parts of the local population, including children, who I am sure love the small zoo, which is run on conservation lines.

Some further efforts could be made in the way of environmental action, looking at reducing emissions, recycling and sustainable purchasing.

Lastly, the considerable biodiversity value of the Park is not being recorded or celebrated. Get Hertfordshire Wildlife Trust involved in doing surveys and making precommendations.

Cedars Park

Management Plan
Year 3

Legend

- Amenity grassland
- Buildings
- Ditch
- Formal beds
- Friends compound
- Hard surface
- Leisure facilities
- Pond
- Scrub
- Tall herbaceous
- Unsurfaced path
- Woodland



Scale @ A3
1:2,000
Date
November 2023
Rev
00

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Task carried out by:
Volunteers
Grounds maintenance
Contractors
Council Officers

-
-
-
-



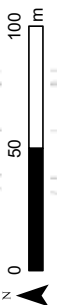
Rotational scrub management

Rotational management of areas of rough grassland

Aftercare of recently planted parkland trees

Replace timber bridge at entrance from Winston Churchill Way

Repair Venusburg as required



Cedars Park Management Plan Year 4

- Legend**
- Amenity grassland
 - Buildings
 - Ditch
 - Formal beds
 - Friends compound
 - Hard surface
 - Leisure facilities
 - Pond
 - Scrub
 - Tall herbaceous
 - Unsurfaced path
 - Woodland
 - Wildflower seeding



Scale @ A3
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Date
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Rev
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- Task carried out by:**
- Volunteers
 - Grounds maintenance
 - Contractors
 - Council Officers



Cedars Park Management Plan Year 5

- Legend**
- Amenity grassland
 - Buildings
 - Ditch
 - Formal beds
 - Friends compound
 - Hard surface
 - Leisure facilities
 - Pond
 - Scrub
 - Tall herbaceous
 - Unsurfaced path
 - Woodland
 - Wildflower seeding



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- Task carried out by:**
- Volunteers
 - Grounds maintenance
 - Contractors
 - Council Officers

Cherry laurel removal
from woodlands

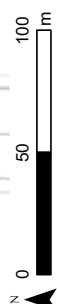
Re-plant
overgrown
shrub beds

Rotational scrub
management

Rotational management
of areas of rough grassland

Aftercare of recently
planted parkland trees

Repair Venusburg
as required



Cedars Park Management Plan Year 1

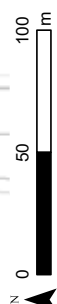
- Legend**
- Amenity grassland
 - Buildings
 - Ditch
 - Formal beds
 - Friends compound
 - Hard surface
 - Leisure facilities
 - Pond
 - Scrub
 - Tall herbaceous
 - Unsurfaced path
 - Woodland




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- Task carried out by:**
- Volunteers
 - Grounds maintenance
 - Contractors
 - Council Officers



Risk Assessment

Risk Assessment Number	GM23				 Best Broxbourne Environmental Services Trading Limited						
Location of task	Borough-wide										
Activity being assessed	Volunteer activity										
Name of assessor	David Renouf	Date of assessment							March 2024		
Other people consulted	John Mill, Tawnee Martin										
		Inherent Risk			Residual Risk						
Description of hazard and hazardous event	Who might be harmed and how	L	S	T	What are the existing controls	L	S	T	What further actions/risk controls are necessary?	Action by whom?	Action by when?
Selection Process	Volunteers Supervisors	3	3	9	<ul style="list-style-type: none"> Assess whether volunteers are suited to the tasks they perform. Minors are not permitted to take part in volunteer work unless supervised by a responsible adult. In-house training to be made available for volunteers who require it. 	1	3	3			
DBS checks	Public	3	4	12	<ul style="list-style-type: none"> All staff/volunteers must have current DBS approved by Personnel if they are working with children or vulnerable adults. Minimum of two adults to be engaged in all activities where practicable. 	1	4	4			
Induction for volunteers	Volunteers Supervisors	3	3	9	<ul style="list-style-type: none"> All volunteers are briefed before working on site. All volunteers to be told about relevant parts of policies and guidance, and if appropriate provided with specific parts of policies and guidance. A risk assessment/safety plan to be produced and explained to 	2	3	6			

Risk Assessment

						each individual; pointing out the relevant control measures.								
Lone working	Volunteers	3	3	9	• Volunteers to work in pairs/groups and supervised if possible.	2	3	6						
Public Liability Insurance Cover	Volunteers Supervisors	3	4	12	• Check with Insurance and Risk Management Team to confirm that adequate Public Liability Insurance is in place.	1	4	4						
Driving of vehicles in Parks	Volunteers Supervisors	2	4	8	• Volunteers must have full driving licence before being allowed to drive a vehicle within the park.	1	4	4						
First Aid provision	Volunteers Supervisors	3	3	9	• Ensure that a first aider is present at all times. • Ensure all volunteers are briefed on first aid provision, where you go for medical assistance and the name of the first aider available on specific day.	1	3	3						
Instruction/Information to volunteers	Volunteers Supervisors	3	3	9	• Ensure all volunteers are briefed of all hazards that are relevant to them. • Ensure sufficient information and instruction is given to the relevant volunteers.	2	3	6						
Infection	Volunteers Supervisors	3	4	12	• Everyone to wash their hands after touching plants or soil/compost and before handling food, drink or smoking. Either cover any cuts or abrasions before garden sessions or ensure gloves are worn. • Stout footwear to be worn. • Be aware of Tetanus and Leptospirosis symptoms and dangers. • If sharp objects such as needles are found volunteers told not to handle but to alert supervisor.	1	4	4						
Traffic	Volunteers Supervisors	2	4	8	• Be mindful that there is some vehicular movement in the parks	1	4	4						

Risk Assessment

Insects	Volunteers Supervisors	2	3	6	<ul style="list-style-type: none"> Insects are natural inhabitants of the park and pose no risk unless provoked. Supervisor must be aware of any person who is allergic to specific insects. Seek first aid if stung. Volunteers to be on the lookout for nesting creatures. If a nest is discovered it should be reported to the supervisor. 	2	3	6		
Fire	Volunteers Supervisors	2	3	6	<ul style="list-style-type: none"> Emergency evacuation procedures to be in place and understood by all participants. Assembly point identified and all participants aware of it. 	1	3	3		
Weather	Volunteers Supervisors	3	3	9	<ul style="list-style-type: none"> Appropriate clothing to be worn for the weather conditions (hot, cold, wet, windy). Adequate fluids to be available when it is hot and work activities to be planned in shady areas where possible. Everyone to apply own sun-cream and wear hats. Supply of sunscreen available for those that have forgotten it. In wet weather, surfaces can become slippery e.g. clay soils. If an area is too slippery, revise activity. Wear appropriate footwear. Avoid using loose compost and digging raking soil in windy conditions. 	1	3	3		
Strangers	Volunteers Public	2	4	8	<ul style="list-style-type: none"> Children not to be left in park/open space on their own. Supervisor to address any adult acting inappropriately. Supervisor to have Police/Parkguard numbers to call so their officers can investigate. Information shared with relevant partners about any suspicious behavior. Partners to 	1	4	4		

Risk Assessment

[illegible]

Risk Assessment

[illegible]

Working near water	Volunteers Supervisors Health risks from contact with aquatic environments: Weils Disease; Polio; Hepatitis A; Tetanus; Toxic-cyano Bacteria; Blue-green algae (BGA) pollution.	2	5	10	<ul style="list-style-type: none"> Do not put hands near eyes/mouth. Volunteers and children should not be involved with the collection of dog faeces. Practice good hygiene – wash hands as soon as possible. Welfare facilities to be carried include wipes, water, paper towels. First aid kit to be carried. First aider present when working with volunteers. Radio and/or mobile telephone carried If skin is cut or pierced accidentally by potentially infected material, wash thoroughly with clean water and approved wipes and seek medical advice immediately. 	1	5	5			
					<ul style="list-style-type: none"> Working alone is not normally permissible, unless approved by site/task specific RA. A First Aider (not the person at risk) should be present. A radio or mobile telephone must be carried, and regular contact with 'base' maintained. If BGA or pollution is present in the worksite postpone the task. Seek advice on its removal, consult the Environment Agency. If BGA or pollution is present, but can be avoided, clearly define and if possible mark out the task area and work inside this area. Cover all wounds with a waterproof dressing. Tetanus vaccination must be up to date Wear rubber, or pvc gloves. Wash hands before touching eyes, face, mouth, and eating or smoking. 						

Risk Assessment

Spread of Covid-19	Staff Volunteers Visitors	3	4	12	<ul style="list-style-type: none"> • Guidance to be circulated to the volunteers before each task. • Make hand wipes and sanitiser available throughout task. • Toolbox talk at the start of each practical task reminding volunteers to not attend if feeling unwell. 	1	4	4		
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Risk Assessment

Risk Criteria and Approval		
Likelihood (L) that hazardous event will occur	Severity (S) of hazardous event	Risk rating Action
1 very unlikely	1 insignificant – no injury	20–25 Stop – stop activity and take immediate action
2 unlikely	2 minor – minor injuries needing first aid	15–16 Urgent action – take immediate action and stop activity if necessary, maintain existing controls rigorously
3 fairly likely	3 moderate – up to three days' absence	8–12 Action – improve within specified timescale
4 likely	4 major – more than seven days' absence	3–6 Monitor – look to improve at next review or if there is a significant change
5 very likely	5 catastrophic – death	1–2 No action – no further action but ensure controls are maintained and reviewed

All people listed below accept the risk assessment and will ensure that remedial actions identified are implemented:

Signature	Date
Manager	David Renouf
Managing Director	Peter Linkson
Compiled	February 2017
Reviewed	July 2018
Reviewed	July 2019
Reviewed	February 2022
Reviewed	March 2023
Reviewed	March 2024
Next review date	March 2025

Volunteers and visitors to be (general briefing):

- Made aware that they should be aware of each other's' safety and what others are doing around them at all times, indeed they have a duty of care to each other
- Warned to secure personal belongings at all times
- Asked to keep work area tidy to prevent trips and falls
- Asked to use a tool depot for tools not in use so these are stored safely in one place and out of the way during work
- Told to maintain a safe working distance - two tools lengths plus two arms lengths from the nearest person
- Told to alert a supervisor if anything they find that is potentially dangerous
- Told to discuss allergies (especially insect stings) and possible health issues relating to the work with a supervisor to evaluate risk and controls to put in place
- At one-day events where volunteers and visitors are working in the park, full tools use and safety talk will be given at the start of the day
- And they will be informed at the start of the day of hand washing facilities, toilet arrangements etc.

Appendix 11 - People counter

Cedars Park Car/People Counter Results 2015/16

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Car Occupancy (2.4 per car)	17851	16082	16973	18612	18438	14738	14952	9978	11053	12557	13772	16494	181500
Total Footfall	9538	8617	8533	8990	8720	7349	7318	4768	5205	5069	5633	6778	86518
15/16 Total Customers	27389	24699	25506	27602	27158	22087	22270	14746	16258	17626	19405	23272	268018

Note: 28,29,30 Sept 2015 estimated figures due to no date available.

Cedars Park Car/People Counter Results 2016/17

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Car Occupancy (2.4 per car)	18510	18173	16135	22493	23270	16369	15694	11827	12026	12401	13609	17124	197631
Total Footfall	7352	8714	7229	11707	10602	7706	7919	5668	5762	5167	5670	7135	90631
16/17 Total Customers	25862	26887	23364	34200	33872	24075	23613	17495	17788	17568	19279	24259	288262

Note: Jan/Feb/Mar figures unavailable for People Counter 1 due to faulty battery. Calculation based on an average ration between car and pedestrian users for same period in 2016.

Cedars Park Car/People Counter Results 2017/18

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	4430	7729	7502	7506	7777	5552	6261	4276	3869	4277	4375	5044	68598
People Counter Main Car Park	1975	1611	1759	1723	1536	1412	1564	1232	746	1273	1232	1561	17624
Car Occupancy (2.4 per car)	20945	18149	18352	20128	22207	17064	18416	13116	10879	14298	15503	15091	204148
17/18 Total Customers	27350	27489	27613	29357	31520	24028	26241	18624	15494	19848	21110	21696	290370

Cedars Park Car/People Counter Results 2018/19

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	6390	8222	7454	4876	7777	5552	6261	4276	7064	4511	6173	6432	74988
People Counter Main Car Park	1695	1880	1808	1781	1536	1412	1883	2201	1468	1715	1841	1031	20251
Car Occupancy (2.4 per car)	20621	22585	21433	22066	20498	15794	13213	13341	14328	17582	19209	18698	219368
18/19 Total Customers	28706	32687	30695	28723	29811	22758	21357	19818	22860	23808	27223	26161	314607

Note: October stats start from 10 October

Note: The pedestrian entrance start from 7 December

Note: August and September car counter averaged over last 4 years due to faulty counter

Note: August and September people counter figures for main car park copied from previous year due to faulty counter

Note: August, September, October and November people counter figures for old pedestrian entrance copied from previous year due to faulty counter

Cedars Park Car/People Counter Results 2019/20

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	7399	8318	7778	8465	6870	3315	3093	3953	4270	1617	2352	3631	61061
People Counter Main Car Park	1824	2192	1979	1858	1871	1967	1588	1349	1093	1253	1421	1431	19826
Car Occupancy (2.4 per car)	21204	24180	22441	21860	28955	19656	21977	14832	14918	17381	17340	15458	240202
19/20 Total Customers	30427	34690	32198	32183	37696	24938	26658	20134	20281	20251	21113	20520	321089

Note: Pedestrian entrance February starts from 7 February when the batteries were changed

Note: Pedestrian entrance March ends 27- bad data up to 4 April

Cedars Park Car/People Counter Results 2020/21

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	12646	17189	14462	14930	10290	10486	7880	10261	7729	10229	11653	12022	139777
People Counter Main Car Park	3938	4333	2846	3470	2384	2326	1926	2762	1914	2919	3291	3460	35569
Car Occupancy (2.4 per car)	4831	22438	29774	32212	27212	25908	23618	26916	21953	23813	26754	27486	292915
20/21 Total Customers	21415	43960	47082	50612	39886	38720	33424	39939	31596	36961	41698	42968	468261

Cedars Park Car/People Counter Results 2021/22

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	11965	7181	14462	10149	10516	9302	8006	7218	6082	7491	7448	9039	108859
People Counter Main Car Park	3322	2693	2236	2148	2278	2222	1838	1708	1322	1867	1552	2104	25290
Car Occupancy (2.4 per car)	27004	24510	23422	26650	29628	22097	21718	18081	16296	20083	16224	22426	268139
21/22 Total Customers	42291	34384	40120	38947	42422	33621	31562	27007	23700	29441	25224	33569	402288

Note: Pedestrian entrance - counter stopped recording on 13 May - May data averaged

Note: Pedestrian entrance - counter stopped recording on 13 May - June data copied from last year's results - batteries replaced 30/06/2021

Cedars Park Car/People Counter Results 2022/23

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	11973	13939	12452	11242	10571	8706	7956	8231	7154	7392	5623	6825	112064
People Counter Main Car Park	2615	2341	2087	1980	1792	1993	2594	1322	1451	1312	1541	1594	22622
Car Occupancy (2.4 per car)	24875	17600	22842	24600	27595	20366	21085	14668	15215	18692	12567	21568	241673
22/23 Total Customers	39463	33880	37381	37822	39958	31065	31635	24221	23820	27396	19731	29987	376359

Note: Pedestrian entrance - counter stopped recording 4 July - July data averaged

Note: Pedestrian entrance - counter stopped recording August 5 - August data copied from last year's results - Batteries replaced 1 September

Note: Pedestrian entrance - counter stopped recording 11 November - November data averaged

Note: Pedestrian entrance - counter stopped recording 1 December - December data averaged

Note: Pedestrian entrance - counter in for repair during January - January data averaged

Cedars Park Car/People Counter Results 2023/24

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	9948	9891	11614	8978	9651	8993	7287	5967	4756	7146	7160	6934	98325
People Counter Main Car Park	2000	2137	2696	1824	1584	2020	1534	1336	1271	1356	1678	1555	20991
Car Occupancy (2.4 per car)	22658	22478	23156	26299	27555	23302	20642	15460	14876	17983	16493	19671	250573
23/24 Total Customers	34606	34506	37466	37101	38790	34315	29463	22763	20903	26485	25331	28160	369889

Note: Car counter removed at beginning of July and reinstalled 11/07/2023 - July data averaged

Cedars Park Car/People Counter Results 2024/25

	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total to date
Pedestrian Entrance	7258	8749	8995	9401	9621	7399							51423
People Counter Main CP	1944	2097	1976	1993	1953	1771							11734
Car Occupancy (2.4 per car)	22268	23676	23845	24247	28904	19720							142660
23/24 Total Customers	31470	34522	34816	35641	40478	28890	0	0	0	0	0	0	205817



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