

LONDON BOROUGH OF BROMLEY

**Parks, Green Space and Countryside Stakeholder Panel Minutes
16th February 2016**

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Parks and Green Space Stakeholder Panel Agenda

Date and Time: Tuesday 16th of February 2016 7.00-9pm.

Location: Civic Centre, Committee Room 2

1. Welcome and Apologies
2. Minutes of previous meeting
3. TLG Update
4. LBB Update
5. Feedback from Stakeholders
6. TLG Action Plan (to follow)
7. AOB
8. Date of future meetings

<u>Attendees 16th February</u>	<u>Action</u>
<p><u>Councillors</u></p> <p>Councillor Colin Smith</p> <p><u>London Borough of Bromley</u></p> <p>John Bosley, Head of Neighbourhood Management (Chairman) Robert Schembri, Contracts Manager Jennifer Davis, Project Officer</p> <p><u>The Landscape Group</u></p> <p>Patrick Phillips, Director of Park Management Strategy Amy Rogers, Fundraising Manager</p> <p><u>Stakeholders</u></p> <p>Ishpi Blatchley, Countryside Consultative Panel /Bromley Biodiversity Partnership Janet Clayton, Orpington and District Archaeological Society Larry Herbert, Friends Forum Judith John, Countryside Consultative Panel /Bromley Biodiversity Partnership John Murray, Bowls Federation John Penney, Leisure Gardens and Allotments Federation Peter Woodward, Chislehurst Trustees</p> <p><u>Apologies</u></p> <p>Councillor Huntington-Thresher Dan Jones, Assistant Director Street Scene & Green Space Frank Kleinhans, Contract Director Paul Inwood, Delegated Sports Manager</p>	
<p><u>Minutes & Actions of the meeting</u></p> <p><u>Welcome and Introductions</u></p> <p>John Bosley (Chairman) introduced himself to the Panel as the Head of Neighbourhood Management; he will be attending future Parks and Green space Stakeholder Panel meetings.</p> <p><u>Minutes of previous meeting</u></p> <p>Terms of Reference - Since the previous meeting the Terms of Reference has been agreed and finalised.</p> <p>Structure Chart - A revised TLG structure chart was presented at the meeting; an electronic copy will be circulated by TLG once the final post of Biodiversity Advisor</p>	<p>TLG</p>

<p>is appointed.</p> <p>Health and Safety booklet - This document is currently ongoing, TLG aim to have this document finalised by the next panel meeting.</p> <p>The Parks, Green space and Countryside Strategy document in printed form was handed round the table with copies for everyone present. The document is now supported by the Action Plan, which was also presented to the panel.</p> <p>TLG/Janet Clayton and development of courses for TLG staff - Review of Scadbury is upcoming, this will trigger this action.</p> <p>Heritage Map – no further update. TLG to action.</p> <p>Named contacts list – TLG provided the most up to date list to the panel.</p>	<p>TLG</p> <p>TLG/Janet Clayton</p> <p>TLG</p>
<p><u>TLG Update</u></p>	
<p>Patrick provided the Panel with the final draft of the TLG Strategy Booklet; the Panel are the first to receive a copy. On behalf of TLG Patrick thanked the group and highlighted the fantastic stakeholder engagement and partnership that contributed to the development of the document; stating that it sets the scene for aspiration of TLG until 2019.</p> <p>An electronic copy of the document will ultimately be available on the website.</p> <p>TLG also provided an up to date structure chart (including contact and area details). TLG informed the Panel that a couple of valued members of staff have recently left the organisation to pursue alternative careers. Whilst sad, this has provided TLG with an opportunity to reevaluate the existing posts and structure, developing a more holistic approach.</p>	<p>TLG</p>
<p><u>New Appointments</u></p>	
<p>Biodiversity expertise has been strengthened with the appointment of Dr Catherine Norris (Biodiversity Manager), who is in a shared role, with the Queen Elizabeth Olympic Park (QEOP). Whilst the majority of her involvement will be in the London and Bromley Region, she will act as a Borough wide resource across each of the three Borough tranches. There is also currently an entirely new position for Biodiversity Advisor; this will hopefully be filled by April, and will be based at High Elms. This will equate to an increase of approximately 0.6 FTE's for Biodiversity over the original 2015 TLG proposal.</p> <p>Pablo Abraham has been appointed as Business Development Manager, in order to drive the service on a strong commercial footing.</p> <p>Amy Rogers updated the group in regards to Tiffany Gregor, newly appointed as the Development & Fundraising Assistant, who is also a shared resource with</p>	

Queen Elizabeth Olympic Park. They will be working with the charity Growing a Greener Britain, to launch a new crowdfunding platform, and to raise funds for projects both nationally and locally. They will also be working with Community Managers, many of whom have fundraising experience, utilising their key skills to increase capacity for securing external funding for projects across Bromley's community groups.

David Bowie – TLG are currently looking to restore the Bandstand at Croydon Road with increased funding. Although the original application to the Heritage Lottery Fund was unsuccessful, it has been suggested that an application for the project is submitted again. Utilising crowdfunding and the personalised bricks, this project will hopefully be completed this year.

LBB update

From the 1st of January 2016, LBB have now adopted a more holistic approach to multiple contracts by beginning the process of implementing the Neighbourhood Management Structure, to take full effect from the 1st of April. John Bosley is now the Head of Neighbourhood Management. The new structure will facilitate officers in engaging effectively with the community, and acting as advocates for residents.

There will be 11 Neighbourhood Officers, and separate teams for Enforcement and Arboriculture. Rob Schembri will continue to take the lead on managing the contractual element whilst also becoming a Neighbourhood Manager for the West of the Borough.

Rob Schembri provided a brief update, informing the Panel that joint monitoring is occurring in Parks, with TLG and LBB performing joint inspection and developing a joint way of thinking. TLG now deal with all customer enquiries, including FMS, the feedback that has been received is positive.

Feedback from Stakeholders

- Peter Woodward requested comment from both LBB and TLG as to how everyone was being brought together, considering the varying structures.

Patrick confirmed that all involved were committed to the same objectives. He highlighted that TLG and LBB are working together, knowledge sharing, and undertaken joint training, to ensure that processes and objectives are understood and coherent across the board.

- Janet Clayton informed the group that she had met Andrew Harby, Community Manager, and was pleased with his way of thinking; the Panel was also informed that discussions were underway with TLG operational staff, in regards to Scadbury with Historic England, as to how to progress a Management Agreement together.
- Dr Judith John expressed concerns as to the current number of Biodiversity staff and rumours that Community Managers and Supervisors would be

required to complete grass cutting/lawn mowing etc. as part of their remit, diluting the effective of their roles.

Concerns were also expressed that nature conservation was to become a poor relation and that there may not be sufficient Performance Indicators in place, such as annual/high level stewardship targets or officers qualified to monitor these targets.

Patrick emphasised that the countryside was recognised as being a vitally important component of Bromley's greenspace. Although on the odd occasion a supervisor may help with occasional GM tasks, their role was specifically to assist with countryside and volunteer considerations, and that he would remind the appropriate General Manager of this need.

In regards to Performance Indicators, Patrick highlighted to the Panel the number of countryside projects listed in the TLG Action Plan and the commitment of TLG; the required expertise is within TLG, who will be 'monitored' by Friends Groups, the Panel, the ability to gain grants, etc. Dr Catherine Norris will also be involved with the strategy outcomes, which will act as an internal audit.

- Dr Judith John also expressed concerns to the role of LBB in releasing funds for High Level Stewardship, as this appears to only be paid after work is complete. The issue of maintenance of Paths and infrastructure was also raised.

Rob Schembri will investigate the issue of funding in regards to High Level Stewardship.

RS

John Bosley informed the Panel that whilst TLG performed a small element of maintenance, other work would be addressed through the LBB property team. Patrick confirmed that for Scadbury/other parks the Management plan would include reference to infrastructure.

- Peter Woodward raised the issue of the paths at Scadbury, specifically those of the Acorn Trail, which appear to be very dangerous in some locations, he emphasised the need for investment at this site.

It was also mentioned that it is crucial that the Management Plan instructed Friends how to raise money, and what support they can provide.

Amy Rogers informed the Panel that TLG are currently investigating potential options, working with ODAS, and Historic England, to explore options for funding required repairs. Andrew Harby is also working on longer term projects.

TLG

- Ishpi Blatchley raised concerns about staff in the Southern region becoming overstretched, and the issue of commitments in job descriptions for certain roles within TLG being too vast.

Concerns were also raised in regards to the support necessary for Friends

Groups, both specific and none specific, and whether this could be effectively achieved in the future; the general age of Friends was also raised.

Patrick informed the Panel that Biodiversity knowledge had increased from 1 FTE to 1.5/1.6, and that job descriptions covered the entirety of a role, but that staff would not be required to deliver all aspects at all times; TLG's 'shared resources' work well and allow variety.

- Ishpi Blatchley also raised the issue of clarity in regards to contracts, specifically mentioning the issue of Sheep Grazing.

It was agreed that Ishpi Blatchley is to let Rob Schembri know the details of her concerns for Rob to investigate.

- John Penney informed the Panel that the initial relationship with TLG and allotments was positive, and that it was beneficial that Stephen Ticker continued to attend Federation meetings. John Penney raised concerns in regards to the LBB Planning Department, and the Panel were informed that a Planning Meeting is to take place shortly.
- John Murray informed the Panel that the initial relationship between TLG and the Bowls Federation was running smoothly; but that he would speak to Patrick separately in regards to the Agreement and Council related responsibilities
- Larry Herbert informed the Panel that the perception of the Friends Forum was that things have been slow and TLG overstretched. Friends are not receiving the support necessary for supervised work; and that meetings requested to discuss these issues were delayed – some up to a month. The issue of storing equipment was also raised, and the possibility of purchasing Lock-ups.

Patrick to speak with Larry in regards to the delayed meetings and these issues separately.

Patrick notified the group that the Health & Safety manual is being re-written, and will be circulated by the next Panel meeting. It is hoped that, every Friend is to receive a copy.

- Larry Herbert also instructed the Panel that a project to deliver 5 training courses, discussed between the Friends Forum and TLG is nearing completion. The Forum will deliver IT and First Aid training.

Local Green Space Designation – The Friends Forum has advised each Friends group to apply for this. Dr Judith John stated that she is happy for her contact details to be included and to help Friends with this.

The issue of Capital Costs was raised.

**Ishpi
Blatchley/
Rob
Schembri**

**John
Murray/
Patrick
Phillips**

**Patrick
Phillips**

