



Forum Partnership Meeting No. 24

Thursday, 9th December 2021, 10am – Video Conferencing

LH	VS	SF
JC	MB	JH
KR	AH	AH
BA	JP	
SG	PMc	

AGENDA

1. Welcome & introductions
2. Apologies for absence
3. Minutes of last meeting / Action tracker
4. Council update
5. *idverde* update
6. Forum update
7. Any other business
8. Date of next meeting

1. Welcome & Introductions

LH welcomed all participants

2. Apologies for Absence

Idverde: AR, AW & PR

Forum: KS, RG

3. Matters Arising (Action Tracker Update)

Action 16 - Partnership statement - CLOSED

The document is now issued and available for view on the Forum website.

Action 18 – Tool provision for Friends Groups

LH - the finalised list of tools that could be supplied and/or purchased outright was awaited. This would include basic hand-held tools as well as ppe, hi-viz, litter pickers etc. It was expected that a software template would be made available on either or both the Forum and idverde websites where Groups could select what they needed to undertake their volunteering activity.

LH - More substantial tools plus event supplies such as gazebos, fire extinguishers, tables and chairs would continue to be provided on a first come first loan basis from the Central depot.

JH – this should be wrapped up in one doc that JH, JP & SF can provide.

Action 24 - LBB to provide update on park sign upgrades

JH – said that the college is not involved, although signage is important, the survey suggested that this was not a top priority. A huge project of over 280k.

SF mentioned the Queens fund (young people) and perhaps this could be an option and looked into. – Spring 2022?

VS said that an agreement was required of what exactly was needed and what form this would take. The process could then start?

SG – perhaps a competition?

Action 25 - Additional water fountains installations and upgrades for existing fountains

Still doing a condition survey

Action 27 – Updated NMO Organisation Chart

An accurate version of the chart should be available in Feb as many staff changes.

Contacts for FF are the same.

Action 28 – Twenty Year Maintenance Costs for New Assets

SF – maintenance costs to be invoiced in arrears. This would be discussed by AH & MB and to be then documented. VS asked for the amounts etc?

Action 29 – Revised Fundraising Process Map

Process map yet to be finalised. Still questions over when the fund-raising team get involved and what level of funds a Group can raise on its own initiative following approval from its community manager.

Action 30 – Bromley Website Inconsistent Information

JH – said it was ongoing as core staff had changed positions

KR – lots of inconsistencies need correcting

Bromley website revamp by May 2022

Action 31 – Increase in Dangerous Dogs in Parks - CLOSED

Action 33 – Forum Grant

LH required clarification regarding an email suggesting the Forum grant would increase from £5k to £7k. It appeared £2k was ear-marked for tools, but Forum doesn't provide tools. It needs the increase to support the increase in Friends Group numbers (now 53 and counting). SF to clarify.

Action 34 – Who does what in each Park?

Community is PR & AW

LH – questioned which groups fall into each ward

JP – asked LH to send him a list and he can then reconcile the groups for a definitive ward

BA – suggested that perhaps the chairman of each group could say what area/ ward they think they are in / attached to? And what name they are known as?

Action 35 – Fundraising figure query- CLOSED

AH said that this was an amalgamated report. Therefore closed.

Action 36 – Radar gate query - CLOSED

AHy is on the case, and therefore closed.

4. LBB Update

JH -

- Updated on realignment to help communications, SF (Assistant Director) will head up the green team.
- PMcC will cover waste & business support
- Parks side will have Senior Parks officers have been split into East & West of the borough.
- DB is now Projects Manager, under JH from February onwards, replaced Mark Anderson.
- Committee Meeting happened: 8/11 – KPI's for Idverde (Contract Partnership) was 90%+, which is great and all pleased. Other projects like wild flower project discussed, brilliant butterflies etc.
- Neighbourhood officers change:
 - LB – on maternity leave, NM & DH to replace Laura during this time.
 - DL replaces TS.
 - Have 2 new enforcement officers also overseeing parks security.

LH – asked about the Stakeholder panel? Is PMcC still chairing? & Countryside Panel? JH said he would come back to him on this.

LH –asked if all were aware of the “Good Parks for London Guide” reports? And that Bromley was currently # 15 / 30. JH said he would look at this report. Dropped from 11/30. Now that we have the strategy we will improve, and will jump us up. LH – said that this was disappointing and questioned why the council was not involved in the report? And why 15/30. AH responded that idverde was involved and provides info & data and definitely engaged in various forums. AH also mentioned that as Bromley has such a large area, this makes the scoring a lot harder. AH to show LH what aspects and how idverde was engaged. MB also responded and said that idverde does engage, but not reflective really and will be more cohesive with FF, LBB & idverde and with a structure change in Bromley this will also improve various items on the agenda. Also being more engaged together & more productively proactive via meetings will definitely improve things.

JH – went through the 10 main criteria of the Good Parks for London guide:

1. Public Satisfaction;
2. Supporting Nature;
3. Awards for Quality;
4. Community involvement;
5. Collaboration;
6. Skills Development;
7. Events;
8. Health, Fitness & Well being;
9. Sustainability;
10. Strategic Planning.

VS – asked about the Open Space Strategy, now that it's been approved – How we can be involved in terms of this and what are the initial actions for the 1st Quarter? JH – weekly workshops would be run and idverde to join. The OSS has been formally adopted by LBB and putting the outcomes together. This will be communicated to FF and all that are involved.

5. Idverde Update

AH -

1) Community Management

London in Bloom

Many groups were recognized at the London in Bloom awards, Winsford Gardens, Chislehurst, Coney Hall, Whitehall London In Bloom awards - Chislehurst have received outstanding for the 5th year running so received the prestigious RHS National Certificate of Distinction. So congratulations all round

Chislehurst & Waldens Rec

- Community covered seat has now been installed in Chislehurst Recreation.
- The roundabout mechanism in the play area has also been upgraded so this should function well now – just waiting for the resurfacing to be completed.

Cray Forum (Friends of Brook Park)

- Tillingbourne green project in the summer with the Cray Forum, Friends of Brook Park and Poverest Primary school, idverde Project & Play to restore the playground by repainting it in bright rainbow colours. Poverest school have fundraised for a new rainbow coloured recycled plastic bench to fit in with the rainbow theme, which will be installed by idverde Project & Play team as part of our working with the community support scheme.

Whitehall

- Walpole road community garden at entrance – project is developing, we have support of the LBB tree team to plant three birch trees and a Christmas tree. Idverde will support the installation of two benches and bin. Looking further ahead there's also hope of reinstating a fountain, as historically there was one.

Queens Gardens

- Snowman of 7FT (12 days of Christmas trail around Bromley Town) – “Seven maids a milking” features in Queens Gardens.

Green Flag

- Green Flags have been received and have/are to be delivered. – Biggin Hill have not yet got there's but meeting them next week.
- Next year's submissions in by Valentine's day 2022 - Chislehurst Recreation, Biggin Hill Recreation, Queens Gardens and Chislehurst & St Pauls Common will all be reapplying and Darrick will be a new entry.

2) Fundraising

- Figure provided to LBB for Q2 was £10,652.50, this and the breakdown will be sent to the Forum after the meeting by AR.

3) Operational Update

- Scadbury - works are progressing on site and hope to complete before Christmas break or shortly after. Number of challenges encountered onsite but to be expected when dealing with a historic site of this nature.
- Bandstand - Purcell Architecture have been appointed as the Conservation Architects on the project and have drawn up some initial proposals for the restoration works which were presented at the Friends AGM meeting last week.
- Hoblingwell cycle track project - currently waiting for planning conditions to be discharged before construction works can begin all being well in January, followed by landscaping works. Community engagement has commenced to involve local stakeholders in the activation programme led by Access Sport and the development of the Club
- An email will be sent to VS to propose meeting w/c January 17th.

4) Events

- December had a few events; carol singing and Lightopia which was great and has good feedback.
- Application from Groups for next year need to be in as soon as possible to ensure confirmed parks space.

5) GM

- Staffing update. SF has transferred to another contract which is closer to home so we have reshuffled the deck. JT will now be managing the East of the borough and PS has been promoted and will be managing the West. We have a new supervisor joining us in January and are currently recruiting for one more. An org chart has been sent out to reflect this update.
- The GM teams are busy on leaf collection, the recent storms have brought down the vast majority of the leaves.
- Currently in the throes of winter servicing our grass cutting machinery in readiness for next season.
- The Beaverwood depot is in the process of being renovated so we are temporarily housed at Waldo Road, we should be back in by mid-Feb.

SG – asked if they will need to contact idverde fundraising team if they have funds to a specific project, and up to what amount, was it up to 5k or can they seek their own funding, and up to what value? AH responded that AW or either of the community managers will know and have the expertise, and should always be the first port of call for fundraising and projects. AH went on to say that it was not necessarily the amount or value but the specifics like for e.g. some historic details on a site. The funding team and the community managers should always need to know in case of any details needed prior to a project going ahead.

JP –

1) Volunteer hours

- Went through data summary of the year using digital forms: 245 supervised sessions and 6,470 hours from 1st March 2021 to 6th Dec 2021.
- Have focused predominately on Woodland and Countryside areas.
- Covid has hampered some of the work.

2) Recruitment

- Has been a bit challenging and difficult winter
- AW has taken CL's position, as Community Manager
- CE (has been an educational instructor) and will take over AW's old position from 1st January 2022.
- The Education instructor role has been advertised, currently vacant.
- There is also an open vacancy for a driver within the countryside team.

3) General

- Now it's Winter, focus has been on Woodland & Glade Management works plus Scadbury by various subcontractors.
- Currently drafting a decision making process on bonfires – reduction thereof; to only use as a last resort.

4) Education

- Has been quiet. Down on 2019, but up from 2020.
- Schools education decreased, due to Covid and budget restrictions. Public events have increased.

5) Biodiversity

- The Biodiversity Plan to go ahead and expected to be shared in January.

LH asked about hay cuts, not meeting the standard? JP updated that there was machine breakdowns and then very wet weather, so are a bit behind, but is no concern in terms of an ecological perspective.

LH also questioned Keston – hay cuts, the hay had not been cleared up, and was always bailed up and taken away in the past? JP to look into this. He will speak to SL.

JH asked JP: How many sites were being bailed? So can compare to other boroughs. JP said that not bailing but the size of the area, and they been using the amazon, not bailing. JH said it would be great to get the details of area. JP will get this info.

SG – mentioned that there have been several complaints about grass cutting this year.

LH asked when the management plans for the sites will be completed? JH responded that this was a question for him and will keep LH updated, and still in the process of looking into this, as he had responded to VS earlier.

LH – to JH; asked about the sports facilities at Hoblingwell? Is that moving forward?

JH – responded they had, had a meeting with AW, stakeholders and Dom (Rugby Club) as well as property colleagues and have got Franklins doing a feasibility study to get accurate costs. Costs are looking at £500k and a high profile project so has been escalated. JH also said he had spoken to Dom about the repair and Maintenance of existing flood lights. This will improve community usage during the afternoons and winter months and Rugby club in the evening. We have had the £2k for pitch improvements and has been in touch with the football association on what funds we can secure for the coming year

MB – summed up that lots of positive work going on.

6. Forum Update

LH -

The Friends Forum had a members' meeting at the end of November 2021. Items on the agenda included:

- Update on Council and idverde
- The next AGM was discussed and when this should be. Face to face is the preferred way of meeting. JH said that we are definitively moving in that direction, but can't unfortunately due to covid Government guidelines. LH continued to say that May time was looking most likely and hopefully face to face would be possible by then. Updates on the committee like JC standing down from his treasurer role to be communicated in advance.
- Forum had provided a series of First Aid courses at varying sites across the borough and hoped that additional ones could return back at the Council offices in the near future.
- Forum asked its members about the training idverde could offer in 2022 and suggestions along the following lines were put forward:
 - a. Tools maintenance
 - b. Flora & Fauna identification
 - c. Pruning

JP said that the training suggestions can be looked at and get these in the diary.

LH and BA had had a meeting with SF and would keen to makes this a semi-regular event. BA agreed and suggested that a walk around parks together would help clarify a lot. SF was happy to do that.

JH agreed too and thought that was a great idea. He also asked if the Friends Groups could perhaps send a summary of their success's, or maybe at the AGM, the Friends could do a summary and sharing of ideas? JP said that this would be great if we had an online platform, which would work all year round.

SF added that perhaps a publication of the parks successes? E.g.: People for parks and awards, what other parks have achieved and share this? JH said that we could bring everyone together after Covid. BA agreed and also thought that a brochure was old school.

JH also mentioning the OSS coming out. Currently with design group and as soon as it was on the website, he's sure it will make an impact.

7. AOB

7.1 JP advised AH that the hay cuts had been cleared.

7.2 JH commented on the success of the partnership over the past year. In particular this included the following key areas:

1. OSS report
2. Implementation plans
3. Idverde performance report
4. Bio diversity
5. Volunteer hours
6. Although difficult meeting online, should hopefully change soon.
7. Realignment of Assistant Director role and splitting green from refuse collection
8. Sorting of agreement of money/funds for maintenance
9. Realignment and other parks officers next year.

7.3 JH thanked JC for all his hard work and contribution he has made. JH again re-iterated the Good outcomes of 2021, and 2022 sure to be good too.

7.4 AH wished everyone a Merry Christmas and thanked all. LH also hoped everyone has a Merry Christmas and wished everyone well for 2022.

Next Meeting Date

Next meeting date arranged for 10am Thursday, 24th March 2022.

[Meeting ended]