

# Valley Gardens

10 Year Management Plan 2007 - 2017







# Valley Gardens

**Management Plan - 2019 Update**

Written by Kieron Roberts, Green Spaces Manager & Lee Johnson, Senior Park Keeper



# Valley Gardens Management Plan

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# Valley Gardens Management Plan

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## 1.0 Introduction

### 1.1 Summary

The Council made a commitment through their Parks Strategy 2007 – 2017 to develop and introduce individual Management Plans for all of Pendle's Parks. The Council recognises that all Parks are unique and need different management and maintenance regimes employed within them.

Pendle has a mixture of urban and rural settlements with the distinct geographical nature of the borough reflected in the wide variety of Parks in evidence. To enable flexibility and adapt Parks management to tie in with a specific Parks needs and characteristics and the people it serves, individual management plans will be introduced for the management and development of Parks that can be shared by staff at all levels and by different Park user groups.

The aim of this Management Plan is to outline how Pendle Borough Council in co-ordination with Barnoldswick Town Council will develop, maintain and manage Valley Gardens. The implementation of the action plan will be done in collaboration with key stakeholders and other partners to ensure the full involvement of the local community and create a sense of ownership from users.

The Plan will be reviewed and updated on an annual basis. However, it should not be seen as the finished article and is intended to be a live, working document that management need to be flexible with, and as such will be subject to change as appropriate.

In addition to contributing to the Council's wider corporate objectives, Neighbourhood and Environmental Services' aims and objectives and the Park issues most pertinent to the local community, this Management Plan has also been produced with a view to achieving Green Flag Award Status for Valley Gardens, and as such, the management and development of the Park is in accordance with the key criteria of the Green Flag Award as specified by Keep Britain Tidy.

### 1.2 Process to produce plan

This Management Plan has been driven and developed principally by a core working group. The Group was set up to steer the plan's development, implementation and review, and consists of:

**Kieron Roberts**, Green Spaces Manager (PBC Neighbourhood Services)

**Lee Johnson**, Senior Park Keeper (PBC Neighbourhood Services)

**Keith Higson**, Parks Officer (PBC Environmental Services)

**Jo Geldard**, Clerk (Barnoldswick Town Council)

**Councillor Nadeem Ahmed**, Executive Member for Parks and Recreation

During the development process, the following persons or outside sources were consulted and have had some degree of involvement:

Valley Gardens Working Group

Barnoldswick Town Council

Landscape Maintenance Supervisors (PBC Environmental Services)

PBC Financial Services

PBC Legal Services

Liberata (Property & Estates Management)

The majority of the above persons/outside sources will be consulted with and involved in, the annual review process of this Management Plan to be undertaken between October and January of each year.

A list of all key stakeholders can be found in Appendix 1.

For the Management Plan to become a fully endorsed, cohesive and integrated working document it was essential that Council Members (Borough and Town) were fully committed to and took ownership of the Plan.



## 2.0 Where are we now?

The aim of this section of the Management Plan is to give a brief introduction to Valley Gardens, its facilities, existing management of the park and also the strategies, corporate policies, bye-laws, licences and covenants that may affect the management of the park both at present and in the future.

### 2.1 Site description

#### 2.1.1 Ownership

The following plan shows the precise area of the park.

#### 2.1.2 OS grid reference & area size

**Grid Reference:**  
SD 8764 4702

**Area Size:**  
Approximately 1.4 Ha

[Valley Gardens on Google Maps](#)

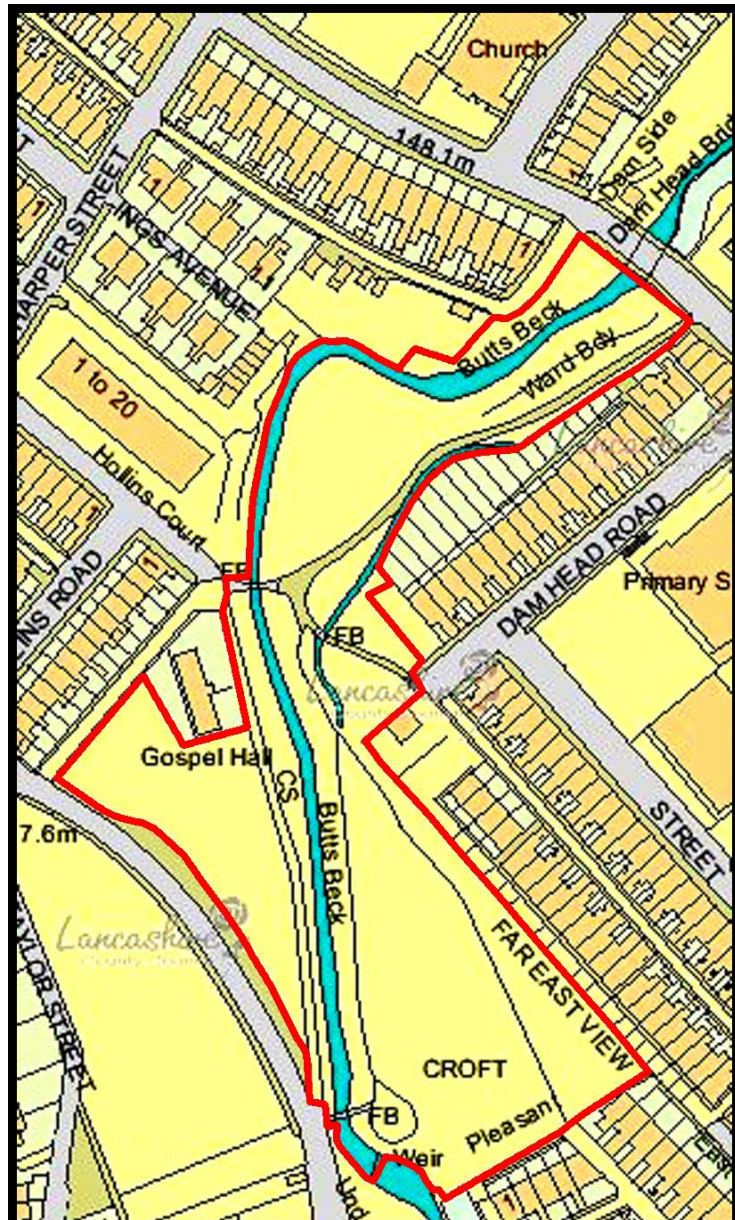
#### 2.1.4 Current uses

Valley Gardens is primarily used by local people for quiet recreational pursuits such as walking, exercising dogs and informal games.

#### 2.1.5 Facilities & features

Valley Gardens is recognised by Pendle Borough Council (PBC) as a Local Park. Situated off Gisburn Road, the park represents an important open space used by local people for quiet recreation and leisure activities. The park does not feature in the National Register of Parks and Gardens.

The facilities and features for Valley Gardens are as follows;



- Play area
- Arboretum
- Picnic area
- Mill Race
- Paths suitable for people with low mobility
- On site interpretation

[More information on the facilities and features of Valley Gardens are available on the Council Website.](#)



## **2.1.6 Access**

### **Local users**

Valley Gardens is located approximately 300 metres North East of Barnoldswick Town Centre. The site can be accessed through the main entrance off Gisburn Road (OS grid reference SD 8765 4702); The entrance off Dam Head Road (OS grid reference SD 8758 4693); The entrance off Pleasant View (OS grid reference SD 8762 4682); The entrance off Butts Lane (OS grid reference SD 8756 4682) or from the entrance at Federation Street (OS grid reference SD 8753 4695).

### **Driving directions from the M65**

Follow the M65 until its termination at Colne (Junction 14). At the roundabout, take the first exit on to the A6068, Vivary Way. Follow this road for approximately 1.7 kilometres crossing a roundabout. At the traffic lights turn left in to Langroyd Road. Continue on this road crossing the roundabout. At the junction turn left on to the A56. Follow the A56 for approximately 3.5 kilometres to the roundabout at Kelbrook. At the roundabout take the first exit on to the B6383 Kelbrook Road. Follow this road for approximately 3.5 kilometres. Valley Gardens is located on the left after the junction of Dam Head Road and Gisburn Road. There is no parking facilities located close to the park.

### **Postcode for GPS use**

BB18 5NQ

**Bus** - Valley Gardens sits close to two bus routes. However, there are no stops adjacent to the park.

## **2.2 Brief History**

Valley Gardens was once named Butts Park. During the 1970's and 80's this small green space fell in to a dilapidated state due to under investment. In 1989 a group of local residents came together to form the Valley Gardens Working Group. This group carried out many small scale projects and cleaned up with the site with the help of the council.

## 2.3 Existing Management & Maintenance

Valley Gardens was transferred to Barnoldswick Town Council from Pendle Council in June 2018. Although the Town Council have ownership of the Park and ultimately have the final word on major projects that affect it, the ongoing day to day management and maintenance of the Park will continue to be carried out by Pendle Council's Landscape Maintenance team with officer support for Green Flag work and ongoing projects.

Barnoldswick Town Council has agreed to pay 75% of the maintenance schedule costs for 2019/20 with the other 25% being covered by Pendle Council. Next year will be a period of transition and it is hoped by April 2020 that the Town Council will take on the full cost of the Park. We understand that the Town Council will continue in the short term to contract Pendle Council to continue maintaining the Park thus they will pay 100% of the maintenance costs to Pendle Council (or a private contractor) to undertake all work in the Park.

All maintenance tasks in the Park are identified in the Landscape Maintenance work programme which covers all aspects of landscape maintenance (including highway and tendered work) across the Borough of Pendle.

We have a dedicated Landscape Maintenance Parks team that maintain all Parks across Pendle. They are based at the Fleet Street Depot in Nelson.

Although mobile teams carry out maintenance work in the Park, there is a lot more flexibility in relation to one off jobs and we regularly deviate away from the schedule to ensure that the Park is maintained to a decent quality with a large amount of input from Officers, landscape maintenance staff and the Friends Group.

<b>Task</b>	<b>Frequency per annum</b>
Grass cut medium maintenance	12
Edge maintenance (Hard) Weed kill	2
Edge maintenance (Hard) – Strim	1
Formal hedge cut (Type 3)	1
Shrub bed maintenance – Dig Area	1
Shrub bed maintenance – Hoe & Weed	6

Shrub bed maintenance – Prune	1
Sweep path & steps	12
Sweep playground surface	52
Inspect playground	52
Empty litter bins	52
Leaf clearance	1
Clean gullies	2
Clean River	4
Litter pick site	52

Appendix 2 details the existing organisational structure for the Council. The strategic arm of the Green Spaces section is positioned within Neighbourhood Services (Parks & Sports Outreach, Park Keeper & Hall & Pavilion Keeper) with the GM team and associated officers who carry out maintenance across Pendle's green spaces within Environmental Services. The two teams work closely together and are based at the same depot. Both teams will come together from April 2019 onwards as a result of another Council wide restructure.

## 2.4 Strategic Context

This section of the management plan provides a summary of information contained within a variety of strategic documents and policies that are relevant to, and may have a potential impact on the management of Valley Gardens.

The following local and national strategies were taken in to account in the writing of this management plan. This section also displays where Valley Gardens sits within the strategic context of the Council and how the Park contributes to the overall aims and objectives of the Council.

### Pendle Borough Council Strategic Plan 2018 - 2020

The Council's Strategic Plan 2018-20 sets out what the Council are doing about the priorities set out in the Sustainable Community Strategy. It also lists the major

issues/actions the Council will be looking at during this period. The plan shows how the Council will contribute to the eight agreed priority outcomes in the Sustainable Community Strategy. The eight outcomes are set out under the Council's three corporate strategic objectives, these are:

- Working with partners, the community and volunteers to sustain services of good value
- Helping to create and sustain jobs with strong economic and housing growth
- Helping to create and sustain resilient communities
- Maintaining a sustainable, resilient and efficient organisation which is Digital by Default

Valley Gardens' Management Plan can make a contribution to actions under the first and third strategic objectives.

### **Pendle Local Plan Part 1: Core Strategy**

The Pendle Local Plan Part 1: Core Strategy was formally adopted by the Council on the 17<sup>th</sup> December 2015. The Strategy is the key Development Plan Document (DPD) that will form part of the new Local Plan for Pendle.

It sets out the strategic planning policies the Council will use to help guide development to the most sustainable places over the 15 year period between 2015 and 2030.

All other planning policy documents must build on the principles set out in the Core Strategy regarding the development and use of land in the Borough. Its strategic objectives accord with the goals established in the Sustainable Community Strategy.

A broad framework for the protection and enhancement of our natural and historic environments (including nature conservation and open space sites) is to be looked at as part of the development of the Green Infrastructure (GI) Strategy.

The Council has previously adopted a number of documents that consider the provision of open space, parks, sports and recreation, and biodiversity in the Borough. These include:

- Pendle Open Space Audit (2008) - this has recently been updated and a new audit will be in place during 2019
- Outdoor Recreation Strategy
- Parks Strategy 2007 – 2017
- Children's & Youth Play Area Strategy 2006 – 2016
- Park Management Plans
- Biodiversity Audit 2010

It is proposed that the GI Strategy will bring together much of the contents from these documents in order to take a more integrated and strategic approach to the



provision and management of green space in Pendle.

There will be numerous actions and policies set out within the document that will relate to or will have implications for Valley Gardens.

### **Pendle Equality Plan**

The Council is committed to ensuring that it continues to comply with the Equality Act 2010.

Neighbourhood Services and Environmental Services contribute to the Council's Equality & Diversity Objectives which takes in to consideration all aspects of Equality that may impact upon service delivery, e.g. Race, Disability, Sexual Orientation, Religion, etc.



Both service areas endorse and adhere to the corporate commitment and have incorporated this in to any plans, policies and practices to enable better equality of opportunity and better access for all Parks related services.

### **Neighbourhood Services Service Plan 2018/19 & Environmental Services Service Plan 2018-20**

Within both Service Plans there are priorities and actions relevant to all Parks. The actions outlined below directly affect/impact upon all Green Flag Parks in Pendle.

Environmental Services	Neighbourhood Services
Continue to work with Town and Parish Councils during the transfer of services, particularly transfer of Parks, to ensure we provide good value services that meet the needs of our Town/Parish Council clients.	Manage the process for the transfer of services to Town and Parish Councils.
	Implement the new Public Space Protection Orders in Pendle's parks and recreation facilities
	Retain existing eight Green Flag Awards.

### **Pendle's Parks Strategy 2007 – 2017**

This document ceased to exist at the end of 2017 and there are no plans to develop a new one due to the fact that all of Pendle Borough Council's Parks are due to be transferred to more localised Town/Parish Council's in 2019 and 2020.

## Climate Change Action Plan

The Borough of Pendle supports the creation of low carbon communities and is striving to be more energy efficient. Subsequently, a Climate Change action plan has been developed by the authority.

Neighbourhoods and Environmental Services have specific actions set out in the Council's action plan that we must deliver in relation to reducing carbon emissions, energy usage and adaptation.

## Valley Gardens Wildlife Survey

A wildlife survey of Valley Gardens was undertaken in 2001 by the Wildlife Trust to identify opportunities for environmental enhancement of the Park and to increase community involvement in relation to future design, implementation and maintenance. The report identified a number of potential projects and recommendations.

The Park needs to be surveyed again in the short/medium term but it will be up to Barnoldswick Town Council to pursue this.

## Quantified Tree Risk Assessments and Surveys

As part of a risk management process a decision was taken by the Risk Management Working Group to carry out a Quantified Tree Risk Assessment (QTRA) across all our parks in Pendle with the exception of Walverden Park which has a more detailed survey and management plan instigated by their Friends Group.

The QTRA's were carried out by a local independent specialist in 2015/16 and work has been ongoing over the last few years to implement the recommendations detailed. We have advised Barnoldswick Town Council that the QTRA's and subsequent surveys should ideally be carried out again in 2019/20.

## [Natural Environment and Rural Communities Act 2006 \(Biodiversity Duty\)](#)

Local authorities in England and Wales have a key role to play in the conservation of biodiversity and this is now recognised and formalised within Section 40 of the Natural Environment and Rural Communities Act (NERC) 2006, where:

*“Every public body must, in exercising its functions, have regard, so far as is*



*consistent with the proper exercise of those functions, to the purpose of conserving biodiversity”*

With this in mind, any works carried out within Valley Gardens or indeed any of Pendle’s Parks, should not be to the detriment of the local biodiversity and where possible should include an element to the scheme that would improve the environment for future generations.

### **Public Health – Pendle Health & Well-being Group**

A Pendle Health & Well-being Partnership has been set up to replace the Pendle Health & Well-being Group that was established in 2015. The new group meets bi-monthly and the Chair alternates between Pendle Council and the local Clinical Commissioning Group (CCG). The Partnership will play a crucial role in helping to improve public health in Pendle and tackling the wider detriments of health.

Neighbourhood Services and Environmental Services main aim is to encourage greater use and access to green spaces for the positive benefits of improved mental health, physical activity and relaxation (to deal with stress related problems).

## **2.5 Bye-Laws**

The Borough of Pendle has bye-laws for pleasure grounds, public walks and open spaces in relation to Parks, Cemeteries, Outdoor Recreation and Open Spaces. The bye-laws incorporate rules pertinent to Valley Gardens. The most recent bye-laws were developed in accordance with national guidelines and came in to operation from 1 June 2009.

The existing bye-laws have been reviewed and will be incorporated in to the new Public Space Protection Orders (PSPO’s) that we will be implementing across all Parks from April 2019.

### **Public Space Protection Orders (PSPO’s)**

Public Space Protection Orders (PSPOs) were brought in under the Anti-Social Behaviour, Crime and Policing Act 2014.





PSPO's specify an area where an activity is taking place that is likely to cause nuisance or be detrimental to the community's quality of life. The order also imposes conditions or restrictions on people using that area.

The Council committed to placing PSPOs on all play areas and MUGAs outside of parks during the 2016/17 financial year. From April 2019, the Council will introduce PSPOs within recreational and parks sites. The existing bye-laws and some new ones have been included in the new Parks PSPO's.

## **2.6 Leases, licences and covenants**

There are no covenants, leases or licenses pertaining to the management of the site.

## **2.7 Recent Developments**

### **Park Specific Developments During the Life of this Management Plan**

- Works to Mill Race to improve water flow and retention
- Installation of interpretation board at Dam Head Road
- Refurbishment of Gisburn Road interpretation board
- Reconfiguration of Federation Street entrance.
- Tree works to Butts Beck and woodland area
- Native tree planting to woodland area
- Planting of Mill Race
- New herbaceous planting on strip behind Mill Race
- Annual summer fayre event
- Removal of a further eight conifers
- 2 new 'springies' on to play area
- Installation of wildflower meadows
- Reconfiguration of Gisburn Road entrance
- Reformation and installation of a community perennial flower bed
- Installation of community orchard
- Removal of damson hedge and installation of fence line and mixed native hedge on property boundary line
- Removal of dog grids and fencing. Re-instatement of footpaths
- Removal of a further four conifers on the banking adjacent to the beck.
- Installation of a compost area.
- Installation of a new Steam and Stream board.

Developments during the last review period include:

- Installation of two new recycled benches (funded by

- Carried out a pilot project of Keep Britain Tidy's 'We're Watching You' campaign in Valley Gardens to try and reduce the instances of dog fouling. This wasn't as successful as we thought it would be with only a very small improvement forthcoming.
- Park ownership transferred from Pendle Council to Barnoldswick Town Council.
- 6 large Lleylandii trees removed from the wooded banking area. These have been compensated by the planting of mixed native trees.
- 1 Acer tree removed from the picnic area due to disease.
- Replacement of some playground safety surfacing.
- Re-development of terraced garden area close to Gisburn Road entrance. This has been done mainly by the Working Group who have transformed this area in to a very attractive and colourful (during the summer) part of the park.

### **Restructure (to be implemented from April 2019)**

The Council has gone through another restructure exercise with details still being finalised. Neighbourhood Services will cease to exist from the end of March 2019 with the Green Spaces strategic and outreach staff being moved in to the Environmental Services section to join the administration and operational functions (Landscape Maintenance).

This in effect brings it back full circle to how we operated approximately 3 years ago, thus we hope it will provide stability and a more joined up approach to managing Parks and other green space sites for the future.

### **Financial and operational implications for Neighbourhood Services and Environmental Services**

Over the last 5 years, a significant amount of savings have been made in relation to the management of Green Space sites. In addition, Capital schemes have been significantly reduced to a point where there is more or less no Capital Programme.

The Strategic and Corporate Directors continue to ask all Managers of the Service groupings to reduce their operational costs on an annual basis. As such, all staff have been asked to come forward with money saving ideas for their particular section and the Council in general.

In view of the financial position of the Council and the ongoing transfer of Parks to Town and Parish Councils, Officers have reduced action plans to a more manageable size. The lack of finance has seriously affected some of our plans for parks in recent years and as such we have continued to work with the Friends Groups in working up action plans that are more realistic and less ambitious than previous.

We also continue to put the onus on Friends/Working Groups to be more proactive in sourcing external funding and initiating/carrying out small scale projects through the

advent of volunteer time. Officers will continue to work with the Friends/Working Groups and other volunteer groups to source funding and develop small scale projects in the parks until that time when they officially transfer over to their respective Town/Parish Council and they take full responsibility for management and maintenance.

### **Transfer of Services to Town/Parish Councils**

In order to reduce operating costs, shed liability and to contribute to meeting the target savings needed to enable the Council to survive and function in the medium term, the Council have (and continue to) transferred a number of services to Town and Parish Councils over the past 3-4 years. This process begun in 2015 with the transfer of community halls and public toilets.

In 2016/17, play areas and MUGAs outside of parks were transferred along with bus shelters, on-street seating and CCTV.

Most notably though was the decision by Senior Management and Councillors to look at the transfer of its parks to Town/Parish Councils between 2017 and 2020.

Three Pendle Parks have transferred to their respective Town/Parish Council in 2018, these are:

Valley Gardens, Letcliffe Park & Victory Park – Barnoldswick Town Council

Barrowford Park is due to transfer to Barrowford Parish Council in April 2019.

The remaining seven Parks, still under Pendle Council ownership, are due to be transferred before the end of 2020. However, this is dependent upon their respective Town/Parish Councils agreeing to this.

Barnoldswick Town Council has agreed to pay 75% of the maintenance schedule costs for 2019/20 with the other 25% being covered by Pendle Council. Next year will be a period of transition and it is hoped by April 2020 that the Town Council will take on the full cost of the Park. We understand that the Town Council will continue in the short term to contract Pendle Council to continue maintaining the Park thus they will pay 100% of the maintenance costs to Pendle Council (or a private contractor) to undertake all work in the Park.

Until the remaining seven Parks are transferred over to the Town/Parish Councils, they have also been asked to pay 75% of the total maintenance cost in 2019/20 to maintain the Parks on an annual basis. Most Town/Parish Councils have intimated that they are willing to do this but as of yet this has not been formally confirmed. If they do commit to this, then maintenance levels will keep the same but if they don't then maintenance levels will be reduced.

An example being that Brierfield Town Council has stated that they are only willing to pay 50% of the maintenance budget for Heyhead Park in 2019/20. Pendle Council will pay 25% of the budget cost but there will now be a shortfall of 25% thus the Landscape Maintenance schedule will have to be reduced to reflect this lower budget. Consequently, the quality of the park will inevitably fall.

Consequently, all of the above changes will have an enormous impact upon the delivery of Parks across Pendle and it will be dependent on each individual Town or Parish Council as to whether they continue to be involved with the Green Flag accreditation scheme.

As a result of the transfers, the two Park Keeper roles within Neighbourhood Services were lost at the end of March 2018 (they were re-deployed to the Environmental Crime Team). This has impacted upon the Green Spaces section significantly and has reduced our resources in so much as that we are only able to do very limited volunteer working days at the remaining seven parks under our control.

## **3.0 Where do we want to get to?**

### **3.1 Vision**

Both Pendle Council and the Town Council are committed to providing a safe, well-maintained, diverse, vibrant and accessible network of quality Parks across the Borough that builds on and respects the traditional roles and heritage, whilst encouraging a modern forward thinking approach to all aspects of the management and development of Parks.

The Councils are also committed to satisfying the needs of all members of our community, ensuring the Parks meet current and changing demands and improving our social, environmental and economic well-being whilst positively contributing to the Council's 'Cleaner, Greener, Safer' Liveability agenda and corporate vision of establishing Pendle as a great place to live, learn, work and visit.

Management aim to positively contribute to this vision for all Parks, through the development of a high quality management plan for Valley Gardens. We recognise the importance of the Park as a local resource and aim to get more usage and involvement from local residents. We want a Park representative of the local area's needs, that instils people with a sense of pride and which establishes a greater degree of ownership from all sections of the community.

### **3.2 Site Assessment & Analysis**

To enable us to achieve our vision and realise our aspirations, we need to assess Valley Gardens current position in relation to the key criteria laid down by Keep Britain Tidy's Green Flag Award Scheme. As part of the Green Flag Award assessment, judges produce a feedback report detailing strengths and weaknesses and provide recommendations as to what we can improve upon, from both a management Plan and Parks based point of view, in the future.

Subsequently, we need to analyse the information derived from both these assessments, identify where we have gaps, weaknesses and issues that need to be resolved, and then develop an action plan to address those issues.

During November and December, several site visits are made to Valley Gardens by the Management Plan's author and the Council's own fully trained Green Flag Award judge. The aim of this exercise is to use the Green Flag Award Assessment Scoring sheet to determine how the Park measures up to the criteria as set out by Keep Britain Tidy.

This assessment, in addition to taking in to consideration comments made by independent Green Flag Award judges, issues raised by the Town Council, Working Group, past experience and working knowledge of the Park (through our internal Officer's Working Group), informs the production of the action plan.

The following section looks at Valley Garden's current status and highlights aspects of the Park that need to be improved in accordance with Green Flag Award key criterion.

### **3.2.1 A Welcoming Place**

Valley Gardens is well used and much-loved within the local community. However, it is possible that the parks appeal could be broadened to increase its community value.

Valley Gardens close proximity to the town centre and several businesses means that the site could provide a welcome place for employees and visitors to enjoy lunch in an open and pleasing location.

#### **Getting to the park**

A description on how to get to the park by car and public transport can be found in section 2.1.6 of this document.

Due to the size of Valley Gardens and the restraints of on street parking the park is best approached on foot. However, as there is no signage to the park it is possible that it could be overlooked.

As Valley Gardens is regarded as a local park it does not warrant the brown tourism type signage. This does not detract from the fact that the main entrance of Gisburn Road would benefit from highlighting with external signage. There are currently no directional signs on the approach to the park.

#### **Parks Entrances**

There are five entrances to the park.

The entrances to Valley Gardens are all of a reasonable standard. However, several would benefit from improvements. As each entrance is individual in its appearance, issues should be dealt with on an individual basis as listed below:

##### Gisburn Road Entrance

This entrance is considered the main entrance to the park. It is quite a wide gateway set back from the main road. It would be quite easy to miss when driving past.

This entrance has an interpretation board, litter bin, and a sign. Sight lines into the park are restricted by the houses on the left. In recent years we have carried out some works to this entrance. This has led to the removal of some trees and the reformation of the terracing. The dog grids and fencing at the entrance have been removed and the path surface re-instated. This has led to a more welcoming appearance and improved the sight lines in to the park.

### Federation Street Entrance

This entrance is a short narrow bridge leading in to the park off Federation Street. In recent years there has been restorative works carried out to this area. The corner has been opened up and landscaped. A litter bin of good quality has been installed in this area. This has widened the entrance slightly and gives the appearance of a more welcoming park.

On the opposite side of the bridge the fencing has been removed along with the dog grid and has created a much improved feel of openness to the area.

There is no interpretation panel or welcome sign at this point.

### Pleasant View Entrance

This is quite a wide entrance off a small road. It gives a good sight line in to the top part of this park. This path leads to a steep hill that is not suitable for wheel chairs or people with low mobility. There is no interpretation at this point.

- Install interpretation point at this entrance.

### Butts Lane Entrance

This entrance consists of two routes into the park. One is a narrow path that goes past the play area and the other over a narrow bridge in to the park proper. Due to the planting schemes neither path gives good sight lines in to the park. There is no interpretation installed at this point.

- Install interpretation point at this entrance.
- Review planting scheme to open up sightlines in to the park.

### Dam Head Road Entrance

This entrance consists of a narrow gap in a stone wall leading to a flight of steps. There is a smaller version of the main interpretation board installed at this point.

## **Lighting**

The park is serviced by street lighting on the path running from the Gisburn Road Entrance to the bridge at Federation Street and from the bridge to the Butt's Lane entrance. An annual inspection routine should be developed to ensure that the lighting is functional. In addition to this, consideration should also be given to further extending the lighting to include the path from Federation Street to the turning circle.

The park could benefit from the addition of further sympathetic lighting and this should be explored in the future.

There are no directional signs showing people directions to facilities.

### **Footpath Surfaces**

Although the footpaths in Valley Gardens are of reasonable quality, they would benefit from investment to upgrade some sections.

The majority of the footpaths are suitable for people with low mobility and possibly wheel chair users.

### **Disabled Users**

The park has appropriate facilities in accordance with the Disability Discrimination Act 1995. This includes surfaces suitable for wheelchairs.

A general Parks leaflet has been produced containing information on all eleven parks across Pendle. As such Valley Gardens is included.

There are no toilets within the park.

## **3.2.2 Healthy, Safe & Secure**

The Borough of Pendle recognises the importance of ensuring that Valley Gardens is a safe and secure site for staff, visitors and the local community as well as contributing to improving the health and well-being of Pendle and developing a better quality of life for its residents.

The Park offers free and accessible recreational provision to all sections of the community and can contribute to improving the health and well-being of local people and develop a better quality of life for its residents.

The park and nearby Victory Park (which includes sports facilities) form important green spaces for people that live in the locality. The hard surfaced paths encourage people to spend time walking in the park and area.

Valley Gardens is an important green space for people that live in the locality. The hard surfaced paths encourage people to spend time walking in the area.

The natural terrain of the park means that there are few hills making the site suitable for people with low mobility.



Valley Gardens already contributes highly to the health and well-being of local residents and other visitors to the park. However, it is possible that this could be further improved by improving the play area to include elements of adventurous play and fitness equipment (when finances allow).

Rest, relaxation and the reduction of stress is just as important to health and well-being as physical exercise. Valley Gardens already contributes highly to this with the provision of informal grassed areas, nice surroundings and a picnic area. Consideration should be given to encouraging employees of local businesses to use Valley Gardens as a place to take breaks away from the stresses of working life.

In conjunction with the Town Council and the 'In Bloom' Group, the Valley Gardens Working Group carry out volunteer work days within the park. These days are open to all members of the public and details are displayed in the notice board.

The Town Council organise and run an annual Summer Fayre event in the Park. This is organised in conjunction with the Valley Gardens Working Group and the 'In Bloom' Group. This event is usually well attended with participants coming from the locality of the park and the rest of the town.

The Park has a quiet aspect to it with a picnic area that is suitable for contemplation and relaxation. In addition to this there are several areas that are suitable for informal recreation such as ball games.



The Council appreciate that users have different perceptions of their own health and safety, thus we work closely with the local community to address issues and fears.

The Council's Environmental Crime Team (ECT) was established in 2010 to deal with all enforcement matters. The team is made up of three Environmental Crime Officers, plus one Dog Welfare Officer. All four staff members carry out regular patrols around Pendle's Parks and public land and have the powers to issue fixed penalty notices, or fines. 40% of their working time is dedicated to Green Space sites.

District Enforcement will also be working closely with the ECT during 2019 as they have been secured on a 12 month pilot project to provide presence mainly in town centre areas but will also spend some of their time at green space 'hot spot' sites where we have issues with dog fouling and control and litter.

We work closely with ECT and provide information to them on any 'hot spot' areas in relation to high levels of dog fouling, litter or anti-social behaviour at our sites. The ECT record any fixed penalties issued and prosecutions.

The Council employ a Dog Welfare Officer who deals with all instances of stray dogs within Parks.

All staff are uniformed and vehicles are sign-written to provide a highly visible presence.

Environmental Services manages a twenty-four hour emergency call out rota. This service can be obtained by ringing an out of hour's emergency number that is operated via a control room. This emergency number is displayed on the interpretation boards and will be put on any future marketing materials.

Pendle Council takes Health and Safety of all those affected by its operations very seriously. Litter operatives, the playground inspector, landscape maintenance staff and officers also report damage and anti-social behaviour. All incidents of damage are assessed and either made safe immediately, removed or programmed for repair depending on the severity of the risk that they present.

For any play facility defects (as a result of wear and tear or vandalism), the playground inspector will assess the defect and decide whether it is a minor or urgent defect. For all minor defects we aim to repair the defect in 48 hours of assessment. For urgent defects, we aim to repair defects within 24 hours.

All service activities are risk assessed by competent, qualified staff who work in the field of the task that is being carried out. The Council also has lone working policies in place, complete with a traceable monitoring system should an officer require assistance. Consideration should be given to carrying out specific risk assessments on the river areas of the park.

All staff are issued with the appropriate Personal Protective Equipment (PPE) for the tasks that they carry out as part of their day to day duties. In addition to this, staff are trained to use, inspect and maintain any tools and machinery that they require to complete their roles. All tasks are individually risk assessed and the assessments are freely available to staff. Both hard copies and electronic copies of all risk assessments are available at the main depot at Fleet Street.

If anti-social behaviour is witnessed by Pendle Council staff or we are informed of ASB by the public, Friends Group, residents within the Park, etc. then we forward details on to the Council's Anti-Social Behaviour Co-ordinator who then liaises with the Police and the local PCSO's.

The local PCSO frequents the Park and the surrounding area on a regular basis.

The Council recognises the importance of having staff with a broad skills base. With this in mind, the Council encourages its staff to undertake personal development through professional qualifications and vocational training in line with the service area needs and demands.

The children's play area has been designed and constructed by an outside contractor. The play area consists of a grassed area with play equipment installed. Under each piece of equipment is rubber safety matting. The area is fenced and gated to prevent dogs from entering the play area. The surrounding area consists of a mixture of mature trees and shrubs to provide shade to the area when needed.

### 3.2.3 Well maintained & clean

The Council recognises that the quality of a visitors experience and increasing the levels of usage of a park or green space is greatly impacted upon by the standard of maintenance and cleanliness of the site. A well maintained site leads to an overall feeling that the site is cared for and encourages return visits by park users.

The Council has a dedicated Landscape Maintenance Section that carries out all of the regular landscape maintenance tasks throughout the parks in Pendle. Their work is guided by the Landscape Maintenance Work Programme which is a frequency based, single, all-purpose system.



The Maintenance Work Programme includes all landscape maintenance tasks, and playground maintenance. Details of the maintenance schedule for Valley Gardens can be found in section 2.3 of this document.

The maintenance of the infrastructure of the park, e.g. benches, railings, signage, etc. are managed on an annual basis. Revenue budgets are in place to undertake any repairs and improvements as and when they occur. Work is generally reported through staff, the Town Council and Working Group members to the relevant Officers, who then organise repairs either through internal services or external contractors. This system works well with anything reported being repaired in a quick and efficient manner.

Valley Gardens has seven litter bins throughout the park. These are emptied on a regular basis by the dedicated Litter Picker based in the Waste Management Section. This officer also clears dropped litter from the site and reports instances of damage, vandalism and instances of anti-social behaviour that may occur.

Litter is removed from the site on completion of the employees round and is transported back to Fleet Street Depot to be disposed of at the end of the day.

There are five dog waste bins located around the Park. These are emptied on a regular basis through a partnership agreement with the Council's Waste Services department. Litter bins can also take dog waste.

There are currently no recycling facilities available on site. Although the current

system of litter collection works well, it does not allow for recycling. Therefore, consideration should be given to the replacement of some existing bins with recycling units.

The loss of the Park Keepers in April 2018 means that additional litter picking work that they carried out whilst doing regular patrols of the Park will not be forthcoming. In periods of heavy footfall, e.g. summer holidays, good weather, etc. in the Park, the Park Keepers were asked to keep an eye on bins in the Park to ensure that these do not overflow and become unusable. Unfortunately, we do not have this service anymore so we regularly have occasions where we are faced with overflowing bins and litter on the floor nearby after a busy weekend, etc.

The majority of the green waste generated by landscape maintenance operations is transferred from site to the Victoria Park Depot where it is composted down and used on beds and borders in the boroughs' parks.

Large waste from tree work is chipped on site and either removed to Victoria Depot for storage. Smaller waste from tree works is on occasion used to create valuable habitats for wildlife by the construction of habitat piles or to help alleviate instances of erosion by the use of dead hedging.

All equipment, tools, machinery and vehicles are regularly checked for safety. Hand Arm Vibration (HAV) monitors are used on all relevant machinery/equipment used. Individual operatives are responsible for regular checks and if faults occur reporting to their Supervisor or Line Manager.

### **3.2.4 Sustainability**

The Council are working towards providing services and facilities that have minimal impact on the environment, are cost effective and provides for future generations. We are committed to tackling social, economic and environmental problems affecting Parks whilst implementing new initiatives to further enhance sustainability across all Parks. Any future Parks improvements will adopt the principle of not being pursued at the expense of the interests of future generations.

Although the use of pesticides and chemicals are contentious with most members of the public, it is necessary in most Parks to use them. Valley Gardens is no different in that it does use these substances to control weeds although we are endeavouring to limit the use of them and where possible find non-chemical solutions.

The types of chemical that are used by the Council are as follows:

- **Herbicides** – Herbicides are used mainly for the control of weeds on hard surfaces and on sports surfaces such as bowling greens. Trained staff carry out regular checks on herbicide products and use chemicals that have a minimal risk to the environment or the operator
- **Timber Preservatives** – The majority of timber preservatives used are pre-applied by the supplier as tanalith pressure treatment. Any additional timber preservatives tend to be water based and have a

- very low risk to the environment.
- **Other Chemicals** – Any other chemical is only used on the completion of a COSHH risk assessment and after every other method has been explored.

Pendle Borough Council has a policy in place whereby plants and bedding bought in from outside contractors use only peat-free compost.

The Council attempts to minimise waste at source, thus reducing the need for recycling and the use of landfill. Parks produce three main types of waste, these being litter, green waste and refuse and fly tipping. Waste generated by visitors to the Park is generally put in to the litter bins provided. The waste is wide and varied and often contains sharp objects and animal waste. As a result, this type of waste is not sorted due to the risk to the litter pickers and is disposed of via the municipal waste systems.

All our green waste from Valley Gardens, e.g. tree clippings, grass cuttings, etc. are recycled and placed in a variety of bays at Victoria Park Depot and are re-used as mulch on flower, rose and shrub beds throughout the year in all Parks. We also use bark chippings for woodland paths in some of our Parks.

Any instances of fly tipping and the abandonment of vehicles in Parks are reported to, and disposed of, by Environmental Services unless the waste is minimal or is green waste which is then dealt with by our own staff. The Environmental Crime Team will assist in investigating fly tipping instances.

### **3.2.5 Conservation & Heritage**

Valley Gardens is an excellent corridor for wildlife. There are areas of woodland, open water and grassland. Both Council's recognise this and seek to improve the site, for wildlife, further still.

Valley Gardens plays an important part in the areas local history. This is highlighted by the Steam and Stream trail that runs through the park.

The Council are seeking to maximise the environmental potential of Parks across Pendle, placing a greater emphasis on protecting and encouraging biodiversity and making sure appropriate management practices/regimes are implemented to allow natural and semi-natural habitats to flourish.

Although Valley Gardens is quite close to open countryside it is still located within an urban setting. The park has the potential to become an important island for wildlife crossing the town of Barnoldswick to get to other environments on the fringes of the town. However, the park can be improved to encourage a greater diversity of wildlife both living in and passing through the area.

Valley Gardens was surveyed in October 2001 by the Lancashire Wildlife Trust. The main principles and recommendations from this Survey are referenced and



incorporated within this Management Plan. No such survey has been undertaken since 2001, thus it should be the Town Council's intention to repeat this exercise in the near future.

One of the main features of the park is Butts Beck. This is a very valuable habitat for wildlife, with Brown Trout, Dipper, Dragon and Damsel flies. Consideration should be given to partnership working with agencies such as Trout in the Town and the Environment Agency to improve this section of river for wildlife.

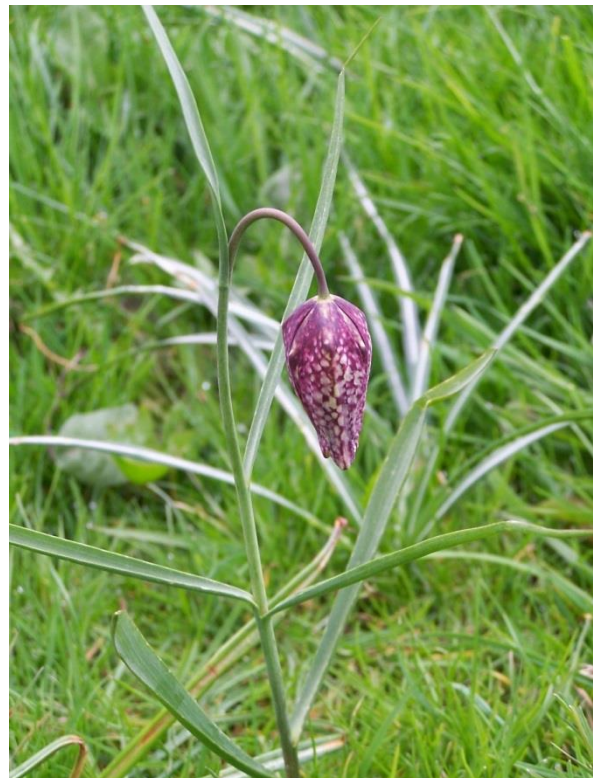
Butt's Beck also provides some very interesting geological and industrial features. Consideration should be given to highlighting these features through interpretation.

The Mill Race is a feature of local heritage and has benefitted from considerable investment over recent years. A new pipe from the source with rodding points has been installed. However, problems are still caused by leaves blocking the inlet and requires removal after heavy rainfall. The design and construction of the open part of the race could be improved with further investment in the future. There is a lot of public affection for this feature of the park.

The trees/woodland management in Valley Gardens is currently managed on a proactive type basis.

The woodland section of the park consists mainly of Leylandii. Since 2007, work has been carried out to remove the poor specimens. This has been replanted with a mix of light standard and whips of local and native origin. This has improved the amount of light getting to the floor of the woodland and the path below. Ground flora has already improved with red campion and ransoms now growing. It has also had the effect of making this area of the park a more welcoming place to visit

The banking between Butts Beck and the Pleasant View entrance would benefit from the ongoing removal of the majority of the coniferous trees and replanting with deciduous trees. In addition to this, consideration should be given to the introduction of a shrub and herb layer. Carrying out this work should be done over an extensive period of time in order to create a gradual effect. The benefits of this would be improved biodiversity; added interest to the park; improved sightlines across the park and more light reaching the path along the Butts Lane path which



would increase the perception of safety.

A decision was taken by the Risk Management Working Group to carry out a Quantified Tree Risk Assessment (QTRA) across all our parks in Pendle with the exception of Walverden Park.

The QTRA's were carried out by a local independent specialist in 2015/16 and work has been ongoing over the last of couple of years to implement the recommendations detailed. It is envisioned that the QTRA's and subsequent surveys will be carried out again in 2019/20.

The shrub bed adjacent to Gisburn Road has had improvements made to it. Some of the poor quality shrub and conifer specimens have been removed and the terracing re-instated. This has had the effect of improving sight lines in to the park and making this entrance more welcoming.

The arboretum consists mainly of several species of maple. These have become very poor quality due to having their bark stripped during grass cutting operations.

The river bank planting scheme is a mixture of native trees and random shrubs. In recent years work has been carried out on the river bank. This has included removal of poor specimen trees. This has allowed light on to the path and opened up sight lines to the river.

Where possible, as not to cause a potential hazard or detract from the overall feel of the park, we will allow instances of standing and fallen deadwood.

The grassed areas of Valley Gardens are mowed on a regular basis as part of the landscape maintenance work programme.







### 3.2.6 Community involvement

The Council is proud of its connections with the local community. Management heavily involves the local community in the design and implementation of its improvements for all Parks across Pendle. Valley Gardens is no exception to this and has an active Working Group that is consulted with and gets involved in any key developments for the Park.

The Working Group meet on a regular basis and focus on Park management issues, undertake small scale tasks and assist in organising and running Park events such as the annual Summer Fayre.

Although we have an active Working Group, more work needs to be forthcoming on encouraging people of all ages to become active members of the group and to develop schemes that are of long term benefit to the improvement of the Park like the terraced garden project.

In view of the financial situation at this time, it is especially important that the Working Group begin to take on more responsibility and explore a wider variety of funding in order to supplement funds being put in by the Town Council (and the Borough Council).



The Chairperson of the Valley Gardens Working Group is also a member of the Parks Forum. The Parks Forum are an 'umbrella' group consisting of representatives from each Friends Group who meet on a quarterly basis to discuss and assist with strategic and day to day issues that are affecting the Borough's Parks .

This Forum has become fairly diluted in recent years and meetings take place less regular. Due to the transfer of Parks, this group may cease to exist in its current capacity in the coming year although there is some talk of the Town and Parish Councils having something similar.

The Valley Gardens Working Group is a constituted group (See Appendix 6 for a copy of the constitution) with a good membership including local Councillors, local residents, park users, local police, etc. Unfortunately, membership has dropped off in recent years with only a resolute low number of members actively involved with the Group. These members have been supported by the Town Council, the 'In Bloom' Group and Pendle Council.

The Senior Park Keeper and Green Spaces Manager play a vital role as the points of contact between the Working Group and the Council. The Green Spaces Manager and the Parks Officer also work closely with the Town Council in relation to the day to day management and maintenance of the Park as well as other relevant Council Officers, such as the Anti-Social Behaviour Co-ordinator, and attends meetings on behalf of the Council to disseminate information on any initiatives/issues within the park and pick up information on any issues brought up by local people pertaining to the park.

It is recognised by Pendle Council and the Town Council that any key developments, short or long term, must involve the local and wider community and any interested parties. Without their involvement in the decision making processes, the chances of long term ownership and sustainability for Valley Gardens would be significantly diminished.

The town of Barnoldswick has an active award winning 'In Bloom' group. The group help improve all aspects of the town in line with the 'In Bloom' awards scheme. The group undertake some work in the park and also share some members with the Valley Gardens Working Group.

### **3.2.7 Marketing**

The marketing and promotion of Parks has become an essential and necessary part of Parks management. With this in mind, it is imperative to present a positive image of the Parks services, facilities and events focussing on attracting new Park users and retaining existing users through adopting a more co-ordinated and strategic approach to the marketing of Parks.

Marketing can allow the service area to achieve several key messages, these include:

- Promoting Council Services
- Promoting Council Facilities
- Education
- Attracting visitors
- Attracting economic regeneration
- Exploring tourism potentials

Currently, the Council employ a limited approach to marketing mainly due to a lack of resources; therefore it is important to ensure, through annual review, that existing resources are being used effectively.

The Park has two main entrance interpretation boards. These are situated at the Gisburn Road entrance and the Dam Head Road entrance.





There is also a lockable notice board at the Gisburn Road entrance that allows for the promotion of Park events, Friends meeting notifications, General Parks news, etc. as well as including literature from other local voluntary and community groups.

A general Parks leaflet has been produced containing information on all eleven parks across Pendle. As such Valley Gardens is included.

Information on Valley Gardens can be obtained from Pendle Council's website at [https://www.pendle.gov.uk/info/20088/parks\\_and\\_outdoor\\_recreation/243/parks\\_in\\_pendle/9](https://www.pendle.gov.uk/info/20088/parks_and_outdoor_recreation/243/parks_in_pendle/9)

This web page provides information on the history of the Park, facilities available, biodiversity in the Park, a site map, etc.

There are links from this page to 'Related downloads' which include Parks Bye-Laws, Management Plans, plans, etc.

In addition to this the Council have a [Facebook page](#) and [Twitter feed](#).

Whenever an event or community led initiative takes place in the park a press release is sent out to all local agencies.

Events are a direct way of marketing the Park to the local community through engaging with local residents, children, etc. They are an opportunity to give people a taste for the Park and the features contained within them with a view to gaining repeat visits from people who have previously not used the Park before.

Since attaining Green Flag Award status for the Park, we have marketed the fact that we have attained a benchmark of quality to local users and visitors using the Park by

positioning the flag at a location where it is seen by the highest number of people. We also incorporated the Green Flag logo in to the generic Parks information leaflet.

### **3.2.8 Management**

This management plan will form the basis for the future management, maintenance and development of Valley Gardens that can be shared by Pendle Council and Town Council staff at all levels and by the different park user groups and external stakeholders.

A commitment was made by management and members, through the adoption of the Parks Strategy 2007 – 2017, that individual management plans be introduced and developed. It was recognised that Pendle had a wide variety of Parks in evidence and thus to enable flexibility and adapt Parks management and maintenance to tie in with a specific Parks needs and characteristics and the people it serves, individual management plans would be introduced as live working documents.

The Corporate Director has ultimate responsibility for managing both Environmental and Neighbourhoods Service Areas although day to day management of parks is the responsibility of a team of Senior Officers from across Neighbourhood and Environmental Services. The Council also work with, and have support from, our partners in developing parks. These partners include; the Police, the Community Safety Partnership, Parish/Town Councils, Area Committees, Schools, Pendle Leisure Trust, youth groups, etc.

To be able to achieve targets and improve the Park, management have designated lead officers who will primarily be responsible for delivering specific actions in Section Four. This provides staff at all levels with a clear sense of direction and recognises particular expertise and specialists within the Section.

Management have developed methods of self-assessment (Green Flag Award) and a procedure to measure improvements and effectiveness in the overall management of Valley Gardens. This is looked at in more detail in Section Five.

Both Councils are striving to manage and maintain Pendle's Parks to the best possible standards ensuring that money and resources being invested in Parks are being used in the most effective way possible, whilst simultaneously being proactive in seeking new ways of securing additional sources of funding to build on existing Council resources.

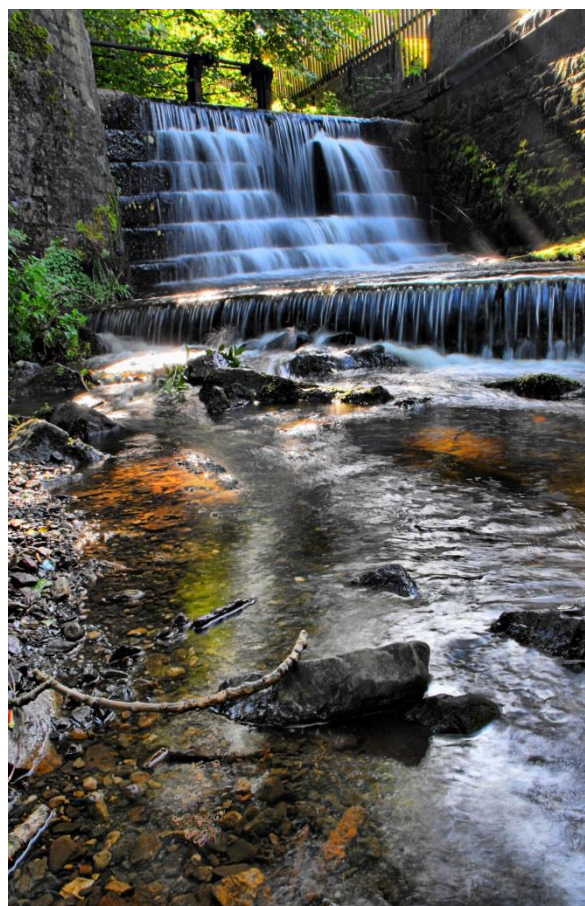
Ownership of the Park changed in 2018 and as such the current management and maintenance framework will change in time to something different and in line with what the Town Council aims/objectives are. The Town Council have intimated that in the short term nothing much will change and that Pendle Council staff will be paid to keep the status quo in terms of management and maintenance. We will endeavour to work with the Town Council to ensure that Valley Gardens is kept to a good quality standard.

### 3.3 Aims & objectives

The aim of this section of the management plan is to outline the Council's main objectives in relation to the development and improvement of Valley Gardens. These objectives take in to consideration issues highlighted in Section 3 and provide future direction for management and partners in all aspects of parks services to fulfil our overall vision for the Park.

The action plan in Section Four, developed in accordance with the Green Flag Award's eight key criteria and in co-ordination with the Friends Group, will put forward a number of actions with a view to achieving the following objectives:

- Enhance and enrich the general quality of the Park.
- Ensure the Park is safe, accessible and encourages equality of opportunity.
- Encourage use of the Park by all sections of the community.
- Ensure the Park is managed in a cost effective and efficient manner.
- Create an attractive and welcoming Park that promotes a positive image of the local area and Pendle.
- Ensure the Park is well used, appreciated and instils local people with pride.
- Promote the value and raise the profile of the Park as a means of improving the Environmental, Recreational, Social and Economic benefits to the local area and population.
- Encourage and develop ownership and self-management of certain aspects of the Park by the local community.
- Promote and preserve the Park's local heritage.
- Ensure the Park is managed to maximise and enhance its biodiversity.



- Ensure sustainability in managing and developing the Park.
- Ensure the Park meets the needs and aspirations of the local community, now and in the future.
- A Park that provides learning opportunities for all ages and abilities.
- A Park that has a shared vision from all its stakeholders.
- A Park that promotes health and well-being and increases the quality of life of the local community.

## 4.0 How will we get there?

### 4.1 Action Plan

The following section relates to the action plan and how Pendle Council will address and respond to the weaknesses/gaps identified, issues raised and challenges facing the Park in accordance with the eight key criteria as set out by Keep Britain Tidy under the Green Flag Award.

The action plan is split in to two. The first action plan concentrates purely on the next 12 months and provides more detailed actions which management are seeking to deliver in the short term. These actions contain milestones and provide timescales for each milestone. This is to ensure that actions are progressed and hopefully completed within the prescribed deadline.

The main action plan is a continuation of the previous year's action plan and incorporates a mixture of short, medium, continuous and long term actions. Although the actions contained within this document do not have milestones and are not as detailed as the 12 month action plan it does not mean that they are less of a priority and will not be progressed in the short term. The 12 month plan identifies both priority actions and also actions that may be easily achievable due to them having no resource implications, etc.

For both action plans, the tables identify whether actions are of a high, medium or low priority, resource implications, who is responsible for overseeing the action and partners involved.

- Short term actions = 1-2 years
- Medium term actions = 2-5 years
- Long term actions = 5-10 years
- Continuous actions = throughout the 10 year life span

From October this document, specifically its action plan, will be reviewed. During the period of October to January, a process of review will ensue which will include the gathering of information from various sources. Information will be derived from:

- Green Flag Award feedback (Mystery Shop and Formal Judging)
- Local Community Group feedback
- Pendle Council and Barnoldswick Town Council Officers

The results of these exercises and the review of the action plans will then determine the points of action for the following year taking in to account staff levels, budgetary constraints and other commitments.



The monitoring and review process for the Management Plan is discussed in more detail in Section Five.

Action Number: 1/1	Project Title:	Public Space Protection Orders				
Project Description:	Implement the Public Space Protection Order for Valley Gardens. Update all interpretation boards to include details of PSPO's.					
Priority:	Key Officer(s):	Partners:	Project Milestones			
High	Green Spaces Manager	Valley Gardens Working Group, Barnoldswick Town Council	Number	Due Date	Milestone Description	Completion Date
Project Completion Date: 01/04/2019			1	01/04/2019	Implement PSPO	
			2	01/04/2019	Promote introduction of PSPO and install new signage	
Project Outcomes: Improved community safety and involvement.						
Green Flag Criteria:	Healthy, Safe & Secure					
Additional Information:						

Suggestion	Priority	Timescale	Finances	Key Officer	Partner
Explore the possibility of creating a seating area in the turning circle at the Butts Lane entrance	Low	Long term	External Funding	Senior Development Officer	Valley Garden Working Group, West Barnoldswick Town Council, Barnoldswick in Bloom, West Craven Area Committee, Barnoldswick Town Council, Barnoldswick in Bloom.
Consider the refurbishment of the existing arboretum	Low	Long term	External Funding	Senior Development Officer. Senior Development - Operational	Valley Gardens Working Group, West Craven Area Committee, Barnoldswick Town Council, Barnoldswick in Bloom.
Continue to carry out works to the wooded banking between Butts Beck and the upper grass area in order to improve sight lines and diversity	Medium	Long term	Existing Budgets, External Funding	Senior Officer - Operational.	Valley Gardens Working Group, West Craven Area Committee,
Install cycle racks in the park	Low	Long term	Existing budgets, external funding	Senior Development Officer, Senior Park Keeper	Cycling Officer

Suggestion	Priority	Timescale	Finances	Key Officer	Partner
Work with the residents of Far East View and Pleasant View to improve these boundaries of the park	Low	Medium Term	Existing budgets, external funding	Outreach Officer	Valley Gardens Working Group, local residents
Carry out wildlife survey	High	Short Term	Existing budgets/external funding	Senior Park Keeper	Valley Gardens Working Group, contractor
Encourage friends group to explore a wider variety of funding streams in order to achieve the aims of the management plan	High	Continuous	Staff Time	Outreach Officer	Parks Forum, Friends Groups, Localities Team
Increase the membership of the Friends Group to represent all section of the local community	High	Continuous	Staff Time	Outreach Officer	Parks Forum, Friends Groups, Communications Team.

## **5.0 How will we know when we get there?**

### **5.1 Monitoring & Review Plan**

The Green Spaces Manager will ultimately be responsible for monitoring the progress of the Management Plan and its subsequent action plan. Monitoring performance of the annual management and maintenance programmes will be undertaken by relevant Officers (from both Pendle Council and the Town Council). Officers will track progress and check that all components of the Park are being managed and maintained as intended.

This will subsequently feed in to the annual Service Planning process. Green Flag Award progress will also be discussed at the Working Group's meetings and at the Parks Forum. All these meetings are aimed at promoting continued involvement and ownership from key users and to ensure the proposed actions are being delivered in line with the timescales outlined in the action plan.

The desired cycle is to PLAN – OPERATE – MONITOR – REVIEW – PLAN.

From October, this document, specifically its action plan, will be reviewed. During the period of October to January, a process of review will ensue which will include the gathering of information from various sources. Information will be derived from:

- Green Flag Award feedback (desk & field assessments)
- Local Community Group feedback (Friends/Working Groups, Parks Forum, etc.)
- Performance Management & Quality tools (Performance Indicators, Green Flag Award)
- Neighbourhood & Environmental Services Officers (Departmental Management Team Meeting feedback)

The information gathered will be collated to produce an annual report that will allow us to analyse the work we have carried out over the last twelve months and what we need to do to improve in the forthcoming year.

The results of this exercise and the review of the action plan will then determine the points of action for the following year taking in to account staff levels, budgetary constraints and other commitments.

### **5.2 Measuring Performance & Quality**

To measure how well we are performing and provide the public with evidence that management are maintaining levels of quality and the Park is developing and improving on a continual basis, the following performance management tools will be

used.

### **5.2.1 Green Flag Award Status**

The Green Flag Award standard recognises the quality of individual sites and is generally recognised as the national standard for Parks and Green Spaces. To gain a Green Flag Award involves satisfying a rigorous and wide variety of criteria and Councils are strongly recommended to manage Parks in accordance with the standard.

The securing of a Green Flag Award for Valley Gardens and the subsequent maintenance of Green Flag status is used as an annual independent external review mechanism for measuring performance management and the general quality of the Park. As part of the annual Green Flag assessment undertaken by Keep Britain Tidy, independent judges carry out desk and field research which involves scrutiny of the Park's Management Plan and assessment of the Park, against a set list of eight criteria, to obtain a combined final score.

Through successfully achieving a score sufficient enough to gain and then sustain Green Flag status for Valley Gardens in the future, we are ensuring that sound management and maintenance practices are evident and continuous improvement is promoted in all aspects of the Park. We also utilise the scoring system to establish a baseline figure for the Park against which future progress can be measured annually.

### **5.2.2 Performance Indicators**

We do not have any park specific local performance indicators at the present time. Performance indicators (PI's) and service statistics tend to be a broad brush set of indicators that measure general aspects of service delivery as opposed to indicators specifically centred around individual parks.

We will continue to look at the development of relevant and worthwhile PI's for all our Parks in the future.

## **Appendix 1 - Current Stakeholders**

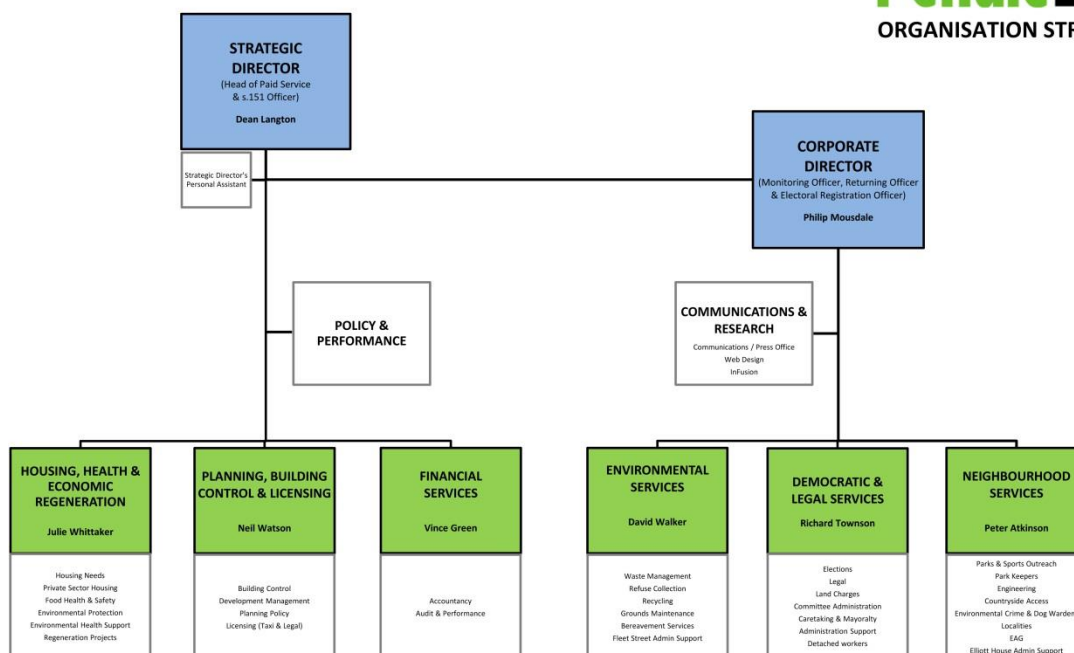
### [Valley Gardens Working Group](#)

Chair: Joyce Holgate

### [Barnoldswick in Bloom](#)

Barnoldswick Town Council

## Appendix 2





## **Appendix 3 - Press Releases**

[Residents group transforms rundown Valley Gardens area – Lancashire Telegraph. 12<sup>th</sup> May 2014.](#)

[Cannabis and drink complaints lead to new police patrols – Lancashire Telegraph. 10<sup>th</sup> September 2014.](#)

[Volunteer Day – Lancashire Telegraph. 19<sup>th</sup> September 2014.](#)

[Mayors Tours of the parks – Lancashire Telegraph. 15<sup>th</sup> August 2014.](#)

[Clean Up Volunteer Day - Lancashire Telegraph. 20<sup>th</sup> June 2015.](#)

[Green Flag Award Announcement – Lancashire Telegraph. 28<sup>th</sup> July 2014.](#)

## **Appendix 4 – Recent Developments**

Action Number: 2/13	Project Title:	Valley Gardens Summer Fayre				
Project Description:	To hold the annual summer fair event at Valley Gardens					
Priority:	Key Officer(s):	Partners:	Project Milestones			
Low	Outreach Officer	Valley Gardens Working Group	Number	Due Date	Milestone Description	Completion Date
Project Completion Date:			1	01/06/2013	Organise event	01/06/2013
01/06/2013			2	01/06/2013	Deliver event	01/06/2013
Finances: Existing budgets, Working Group budgets						
Project Outcomes: Improved marketing and community involvement						
Green Flag Criteria:	Marketing; Community Involvement					
Additional Information:						

Action Number: 1/14	Project Title:	Valley Gardens Summer Fayre				
Project Description:	To hold the annual summer event at Valley Gardens					
Priority:	Key Officer(s):	Partners:	Project Milestones			
Low	Outreach Officer	Valley Gardens Working Group	Number	Due Date	Milestone Description	Completion Date
Project Completion Date:			1	01/06/2015	Organise event	
01/09/2015			2	01/09/2015	Deliver event	June 2015
Finances: Existing budgets; Working Group budgets						
Project Outcomes: Improved marketing and community involvement						
Green Flag Criteria:	Marketing; Community Involvement					
Additional Information:						

Action Number: 1/15	Project Title:	Valley Gardens Summer Fayre				
Project Description:	To hold the annual summer event at Valley Gardens					
Priority:	Key Officer(s):	Partners:	Project Milestones			
Low	Outreach Officer	Valley Gardens Working Group	Number	Due Date	Milestone Description	Completion Date
Project Completion Date:			1	01/06/2016	Organise event	
01/09/2016			2	01/09/2016	Deliver event	21/5/2016
Finances: Existing budgets; Working Group budgets						
Project Outcomes: Improved marketing and community involvement						
Green Flag Criteria:	Marketing; Community Involvement					
Additional Information:						

<b>Action Number:</b> 2/15	<b>Project Title:</b>	<b>Install Bird &amp; Bat Boxes</b>				
<b>Project Description:</b>	Install new bird and bat boxes in to the park					
<b>Priority:</b>	<b>Key Officer(s):</b>	<b>Partners:</b>	<b>Project Milestones</b>			
<b>Low</b>	Senior Park Keeper	Valley Gardens Working Group	<b>Number</b>	<b>Due Date</b>	<b>Milestone Description</b>	<b>Completion Date</b>
<b>Project Completion Date:</b> 31/12/2016			1	31/12/2016	Install boxes	15/12/2016
<b>Finances:</b> Existing budgets; Working Group budgets						
<b>Project Outcomes:</b> Improved conservation benefits						
<b>Green Flag Criteria:</b>	Conservation & Heritage					
<b>Additional Information:</b>						



## **Appendix 5 - Risk Assessments**



MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS 1999

## RISK ASSESSMENT

<b>SERVICE AREA:</b>	Environmental and Recreation Services - Parks
<b>REFERENCE NUMBER:</b>	
<b>OVERALL RISK RATING:</b>	<b>LOW</b>
<b>SUBJECT OF ASSESSMENT:</b>	<b><u>GRASS CUTTING</u></b>
<b>Tasks involved:</b>	Grass Cutting by Ride-On-Mower Pedestrian Cylinder Mower Pedestrian Rotary Mower Strimming
<b>LOCATION:</b>	Various
<b><u>COMMON</u> HAZARD(S):</b>	Manual Handling Injury to Eyes, Limbs and Body Discharged Materials
<b><u>SPECIFIC</u> HAZARD(S):</b>	
<b>Grass Cutting by Ride-On-Mower:</b>	Rotating Blades Sliding on banking's Risk of vehicle overturning
<b>Pedestrian Cylinder Mower:</b>	Rotating Blades
<b>Pedestrian Rotary Mower:</b>	Rotating Blades
<b>Strimming:</b>	Rotating Cord

<b>INDIVIDUAL(S) AT RISK:</b>	The individual(s) undertaking the task and others within the immediate area.	
<b>COMMON CONTROL MEASURES IN PLACE:</b>	1. Adequate information, instruction and training. 2. Suitable PPE distributed and worn. 3. HAVs Test undertaken. 4. Induction by Supervisors and/or Supplier.	
<b>SPECIFIC CONTROL MEASURES IN PLACE:</b>  <b>Grass Cutting by Ride-On-Mower:</b>	1. Full Driving Licence Required.	
<b>FURTHER CONTROLS NECESSARY:</b>	None identified at present	
<b>SOURCE OF REFERENCE:</b>	Safe working practices S/4/0A HSE codes of practice S/4/0m Source of reference doc 2 S/04/K Operators manual low box 1, 2 and 4 HAVS 2014	
<b>ASSESSMENT UNDERTAKEN BY:</b>	<b><u>NAME</u></b>	<b><u>SIGNED</u></b>
<b>RISK ASSESSOR</b>	M PAYNE	
<b>NOMINATED OFFICER</b>	K HIGSON	
<b>OPERATIVE</b>	Various	
<b>ASSESSMENT UNDERTAKEN (DATE)</b>	Apr 2014	
<b>ASSESSMENT REVIEW (DATE)</b>	Apr 2015	

## **Appendix 6 - Parks Communication Plan**

## **Parks communications activity planned 2014/15**

### **Objectives:**

To communicate Pendle Council's investment in parks and green spaces.

To encourage Pendle residents and visitors to the area to get out in the borough's parks and support outdoor events

To promote the Friends of Parks groups as a volunteering opportunity

To encourage people to get involved in regular volunteer days in Pendle's parks

### **Audiences:**

All residents of Pendle

Residents of neighbouring areas who may wish to visit parks outside of their own boroughs

Unemployed people who can gain skills for work whilst enjoying outdoor activity through the Friends of Parks groups

Active retired people who have time to contribute to the Friends of Parks groups

Families who can get involved in or even help out with Friends activities

Community groups

Council, Liberate and Pendle Leisure staff

Activity	Dates	Communications tools	Notes
Green Flag Awards judging	May/June	Blog post Media opp?	Highlight the amount of work that goes into an application and the involvement of the Friends of Parks groups
Walverden Park sparrowhawk sculpture replaced	Late May / early June 2014	Media opportunity Social media with photo(s) Blog post	
Promotion of tennis courts in Pendle's parks, linked to Wimbledon	June	Social media with photo(s) Blog post with photo(s) News release	Highlight steel tennis nets in Alkincoats & Heyhead parks
New steel tennis 'nets' in Alkincoats & Heyhead Parks	June 2014 LINK TO WIMBLEDON?	News release & media opp Social media Blog post	
New synthetic cricket wicket on Swinden playing fields	Mid June	Media opp Blog post Social media	Money from Nelson Area Committee Replaces a damaged wicket
Opening of Steven Burke Sports Hub at Swinden playing fields	Late June	News release & media opp Invite regional TV Social media Radio interviews Blog post Council staff intranet news	



Wildflowers blooming in parks	July	Parks blog Media opp Social media	
Promotions linking to Love Parks Week	25 July - 3 August 2014	Website carousel Social media Blog post News release? Any events? Link to Green Flag Awards announcement?	Run by Keep Britain Tidy, Love Parks Week is the biggest and best celebration of green spaces. Encouraging people to get out into their local parks and linking to our Green Flag Awards results
Green Flag Awards announcement	July	News release & media opp Social media with photo(s) Blog post with photo(s) Council staff intranet news	We've applied for eight Green Flag Awards this year
Promote becoming a Friend using the theme of Volunteers <i>Make a Difference Day</i> , including calling for new Friends for the parks that don't currently have Friends groups	October 2014	Website carousel Social media Blog post Council staff intranet news	
Tree management work in Nelson's Walverden Park	Late 2014	News release Social media Blog post	
New year, new you – become a Friend of your local park	December 2014 / January 2015	Website carousel item from late December to late January 2015 Radio? Social media Blog post Council staff intranet news	
Valentine's Day – show your love for your local park	14 February 2015	Social media with photo(s) Blog post	Encourage people to share their love for their local park
East Lancashire Playing Pitch Strategy	???	News release Blog post	Kieron working on with Burnley, Rossendale & Ribble Valley Football, cricket, rugby & tennis About quality of pitches and protecting their future

Future use of former bowling green at Alkincoats – outdoor gym equipment	???	News release & media opp Blog post Social media	Responding to issue of anti-social behaviour
Volunteer days and other events/opportunities to get involved with Friends groups or get out in your local park	Ongoing	Website events calendar Emails to key local media Media opps Social media – before & after the events Blog posts 2BR What's On listings Council staff intranet news/MOTD emails	Check with Julie first as dates may change
Pendle parkrun	Ongoing	Social media (using Pendle Council profiles to share updates from the Pendle parkrun profiles as well as creating our own) Blog posts Northern Life family mag feature, summer 2014 News releases/media opps at milestones/when newsworthy angles are identified Council staff intranet news	
Human interest stories – to be identified	Ongoing, as identified	As appropriate to each story identified	

Plan author C Tulloch, May 2014

Approved by: KR, LJ May 2014





اگر آپ یہ معلومات کسی ایسی شکل میں چاہتے ہیں، جو کہ  
آپ کے لئے زیادہ مفید ہو تو برائے مہربانی ہمیں ٹیلیفون کریں۔

**If you would like this information in a way  
which is better for you, please telephone  
us.**