

# Seafield Gardens

## 5 year Management Plan



### Vision

*A compact and attractive park that provides a range of social and sporting opportunities for the community which it serves. A local park that highlights how residents can manage their own gardens for wildlife and sustainability.*

Author: Chris Mcmillan  
Written: October 2012  
Reviewed: December 2016



# Contents

1. Site Description & Details
2. Current Management Arrangements
3. Vision
4. Assessment & SWOT Analysis
5. Aims
6. Development Plan
7. Finance & Resources
8. Monitor & Review
9. Management Structure & Contacts

## Site description & Details

Seafield Gardens  
Guildhill Road  
Bournemouth  
Dorset  
BH6 3EX

National Grid Ref: 4141 0916  
Area: 2.45 Hectares  
Local Authority: Bournemouth Borough Council (Unitary)  
Ward: East Southbourne & Tuckton



### 1.1. Site Description

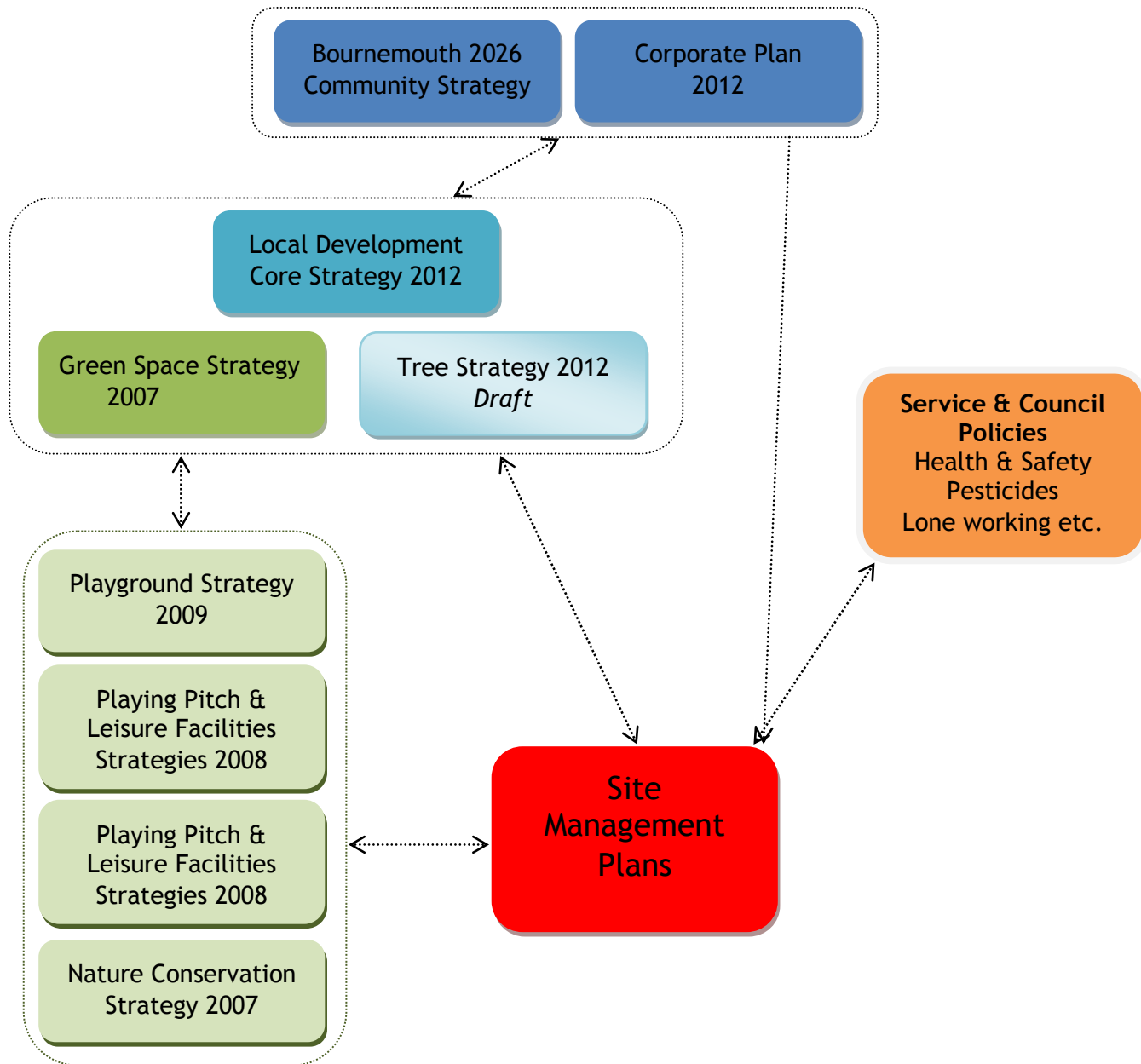
Located in the Borough of Bournemouth, Seafield Gardens is situated approximately 3 miles east of Bournemouth Town Centre, ½ mile east of Southbourne Town Centre and approximately 400m from the seafront.

The Gardens provide important recreation provision for a residential area of 1.2 sq. km, the only open space in an area bounded by Belle View Road, Cranleigh /Tuckton Road, Beaufort Road and Southbourne Road.

The Gardens are dominated by a large brick water tower and laid out primarily to formal recreation facilities within the central area, together with play areas and a grounds maintenance depot.

## 1.2. Policies

The diagram below shows the key strategic and policy structures in relation to all parks and open spaces.



### **1.3. Designations**

It is a requirement under Bournemouth Borough Council's Standing Orders for the Planning Officer to determine any proposal by another directorate for the felling of trees on Council owned land with the exception of emergency works including dangerous trees<sup>1</sup>. The park is designated as public open space. Springbourne Library is a locally listed building.

---

<sup>1</sup> Except up to six small trees below 7.5cm diameter at 1.5m - this is for the purposes of routine maintenance and site management.

## **1.4. Ownership & Covenenants**

Most of the freehold of Seafield Gardens is owned by Bournemouth Borough Council (the water tower is privately owned). The majority of the Council land at Seafield Gardens is part of the Borough's Public Open Space designated under the Bournemouth Borough Council Act 1985 as one of the 'Five Parks', these are areas of open space that have specific covenants and restrictions on their use, for example maximum areas taken for buildings, car parking etc. These open spaces cannot be disposed or enclosed restricting public access, without public consultation. The remaining Council land which is not part of the Five Parks is still designated as Public Open Space.

## **1.5. Leases & Concessions**

The Parks team are currently re-negotiating a lease with the resident bowls club for the two bowls pavilion, the old croquet store and the two bowling greens, the proposed lease will be for a period of 21 years. In addition there are a number of minor agreements with utility companies for their equipment on or under the site.

The management of the tennis courts are due to be tendered in the Autumn 2012. Tennis courts are now being operated by St Sebastian Tennis Academy. Lease is still being drafted.



## 1.6. Users, Community Involvement & Stakeholders

Formal users of the site are tennis players and bowlers but the site is also used by families with young children and older people for the purposes of play and relaxation.

Funding was apportioned from 106 developer contributions PCT and playbuilder to improve the playground facilities in 2011

Regular contact is maintained with all stakeholders. All stakeholders have contact details for relevant Council staff with day to day contact usually being the site manager. This sites user groups are currently represented by:

- Bournemouth Parks
- Seafield Bowling Club
- Seafield Tennis Club

All Parks staff will work with and co-operate with stakeholders and community groups.



## 1.7. Access, Signage & Interpretation

Access to the site is gained from either Seafield Rd, Ken Rd or two entrances on Guildhall Rd, there is also a service vehicle entrance.

The site is easily accessible all year round.

The site has a prominently located welcome sign which tells users the name of the site, the facilities available and clearly identifies that Bournemouth Council is responsible for the site along with contact details for the Council for further information or to report anything relating to the site.

## **2. Current Management Arrangements**

### **2.1. Health & Safety**

Full copies of all documentation (including checklists) relating to Health & Safety, Risk Assessments, Maintenance Standards (hard & soft landscape), COSSH are available on request from Housing, Parks & Bereavment Services (example sheets included in the appendix).

### **2.2. Grounds Maintenance**

Day to day park maintenance is carried out by the Council's in-house Parks Team, part of the Housing, Parks & Bereavement Services Business Unit. Relevant staff structure can be found at Appendix 1.

### **2.3. Arboriculture**

All of Bournemouth Council's trees are looked after by the Arboricultural Section within the Parks Team. All trees are risk assessed with sites being zoned dependant on risk posed to people and property, with this increasing or decreasing on size, age, number, and condition of trees present. All information is held on GIS based Ezytreev tree management system.

- Category A - an inspection will take place at least once within a 24 month period.
- Category B - an inspection will take place at least once within a 36 month period.
- Category C - an inspection will take place at least once within a 60 month period.

The Arboricultural section is also supported by voluntary Tree Wardens and by Friends Of groups who report potential hazard.

Seafield Gardens is in the "Category B" section due to the age and size of the trees.

### **2.4. Hard Landscape**

Hard landscape is maintained by Bournemouth Parks Team.

Hard landscaping is maintained and developed using materials appropriate for the setting, need and access levels.

We are moving towards a system of site risk assessment of all main sites (including all Green Flag sites, but not all small or remote sites) this will include hard landscaping features e.g. fencing, footpaths, signs, bins, etc but excluding the areas already covered by assessment/ inspections such as buildings & play areas.





## 2.5. Play Area

Play areas are inspected as recommended by BSEN 1176, which includes:

- Weekly visual inspections to identify obvious hazards resulting from vandalism, usage or weather by trained staff.
- Quarterly operational inspections- more detailed to check operation and stability of equipment by in house trained staff.
- An external annual inspection to establish overall condition of equipment, surfaces, fencing etc

All inspections are recorded onto Playsafe Asset Management system. Parks staff will also be on site at some areas as a result of other procedures (e.g. litter round) and may identify and report faults.

The playground has been risk assessed.

## 2.6. Buildings

From December 2010 facility management of all Borough building assets was externally outsourced to Mouchel. As part of the Borough's Asset Management Plan Mouchel are responsible for undertaking:

- 5 yearly building condition surveys
- annual desk top updates with Parks Technical Manager (works/deterioration during year etc)

## **2.7. Graffiti**

All graffiti is removed as soon as possible by Parks staff, with the following guidelines:

- All obscene graffiti to be removed within 24hrs
- Non obscene graffiti to be removed within 7 days

If it cannot be removed by Staff an in-house centrally funded graffiti team is called in from the council's Technical Services section and if still not possible through a contracted specialist.

All public reports of graffiti should be passed through 'ASK Bournemouth' on 01202 451199.

## **2.8. Byelaws:**

The park is designated for control of dog fouling under Dog Control Orders under Part 6 of the Clean Neighbourhoods and Environment Act 2005.

The byelaw and dog control orders can be found at.

<http://www.bournemouth.gov.uk/Parks/ByelawsAccessandPolicies/Byelawsforourparksandopenspaces.aspx>

## **2.9. Security:**

The Council has a late night patrol team that monitors hotspots/ problem areas across the Borough parks and open spaces. Their remit is to promote the responsible use of parks and address inconsiderate behaviour within them and forge links with residents, community groups and enforcement agencies to achieve these ends. Seafield has presently not got any local problems.

## **2.10. Vehicles, Plant, Machines and Parking**

Bournemouth Parks uses a mixed fleet of vehicles, plant and machines powered by electric, diesel and petrol individually chosen to fulfil their purpose within their location with criteria being; area of use, size of material being carried, noise, CO2 emissions and length of time for use.

There are currently three parking spaces on site, with one disabled bay. Parking is for disabled users, library deliveries and parks maintenance.

## **2.11. Recycling, Litter and Waste**

At present (2012) Bournemouth is in the top quartile of waste recycling within England with less than 20% of material being sent to landfill and this is strongly supported by all Parks and Green space with all dog waste being separated so that all other litter can be machine and hand sorted to reduce tonnage to landfill. All green material is either chipped on site or recycled

through local green recycling plant and all large woody waste is chipped to be used in the biomass boiler at our Kings Park Nursery.



Processing large woody waste which is used within Biomass boiler at Kings Park Nursery

Bins and litter are monitored and cleared at a varied rate throughout the year to ensure that the site is kept in a clean and tidy condition.

## 2.12. Energy & Water Conservation:

All utility meters are read regularly to identify trends in use and particularly to warn of water leakage from pipes.

## 2.13. Pesticide Minimisation:

Whenever practicable the use of pesticides will be minimised and alternative solutions sought.

Within Parks, Gardens and Open spaces there is a continual reduction in the use of pesticides, through the use of site generated and/or locally chipped compostable material as shrub border mulch. To view the Pesticides Policy, go to

<http://www.bournemouth.gov.uk/Parks/ByelawsAccessandPolicies/ParksPoliciesandProcedures.aspx>



## 2.14. Biodiversity

A Phase I Habitat Survey has been undertaken by Bournemouth University at all the Borough's open space sites. Grass cutting regimes have been identified to benefit wildlife and biodiversity in general. Nest boxes have been erected in mature trees

## 2.15. Resources

The site has an Area Parks Officer, who also covers several other parks in the area. The site is maintained from the on site depot that has four Parks Operatives present. The grass cutting team and environmental team carry out scheduled works throughout the year.

Large capital expenditure projects are progressed through the management plan and scheduled into relevant future Parks budgets or the Council's capital programme.

Planning agreement contributions are available for relevant improvements to the site.

## 2.16. Marketing - Site & Event Promotion

The Gardens, their facilities and community events held within them are promoted in the following ways:

- 'The Councils' <http://www.bournemouth.gov.uk/Home.aspx>
- On site event promotion through a site notices
- The Borough's current Leisure Directory
- At Seafield Bowling Club

There is scope to develop promotional material for park facilities within the Borough.

To promote sites such as this, Parks have a dedicated PR and Volunteer Engagement Officer to promote all our Parks and Gardens and opportunities for volunteers within them.

To find out how to book an event in the Park please go to <http://www.bournemouth.gov.uk/Events/Events.aspx>

## 2.17. Issues

- Minor graffiti on the building and equipment
- Occasional entry into the site at night and associated noise
- Some damage to the bowling green surface from unauthorised play
- Dog mess

### 3. Vision

See front cover

### 4. Assessment & Analysis

In the absence of current user survey data the SWOT analysis has been compiled through interviews with parks staff and through conversation and feedback with visitors and library staff.

<p><b>Strengths</b></p> <p><i>Visitor &amp; Community Needs</i> Active trust and clubs Café facility Large population within walking distance</p> <p><i>Sports &amp; Recreation</i> Tennis &amp; bowls facilities Good selection of play equipment to suit wide age range Good spread of activities through site</p> <p><i>Landscape</i> Attractive hedges, shrubs and borders Landmark tower in centre of park</p> <p><i>Management</i> Site based Parks Operations staff Area Community Parks Officer Green Flag site</p>	<p><b>Weaknesses</b></p> <p><i>Visitor &amp; Community Needs</i> Toilets and café could be better advertised to the public.</p> <p><i>Sport &amp; Recreation</i> Kick about has unsuitable grass</p> <p><i>Landscape</i> Little native planting</p> <p><i>Anti-social behaviour</i> Dog fouling Graffiti can be a minor problem</p> <p><i>Management</i> Little information from users on what they would like to see and also usage levels of facilities.</p>
<p><b>Opportunities</b></p> <p><i>Visitor &amp; Community Needs</i> Promote facilities through media Display main byelaws on noticeboard</p> <p><i>Sport &amp; Recreation</i> Promote &amp; run community events. Better promotion of facilities could increase usage.</p> <p><i>Ecology</i> Develop wildflower area</p> <p><i>Management</i> Set indicators for improvement</p>	<p><b>Threats</b></p> <p><i>Visitor &amp; Community Needs</i> Aging local population.</p> <p><i>Sport &amp; Recreation</i> Facilities could be vandalised</p> <p><i>Anti-Social Behaviour</i> Some gangs or groups could scare off other users</p> <p><i>Management</i> Council cuts could threaten quality</p>

## 5. Aims

- Improve visitor numbers and enjoyment
- Increase public and club usage of all facilities
- Maintain and develop community interest & involvement
- Improve the ecological value of the site
- Maintain existing fixtures and facilities to a high standard
- Maintain high standards in grounds maintenance & horticulture
- Continuously review the management plan and it's usage
- Continue to limit anti-social behaviour & dog fouling

-

## 6. Development Plan

To meet these aims we are planning to undertake the following: -

Action & Compartment	Lead	Team	Due Date	Resources	Completed	Cycle
<b>Routine works</b>						
Clean hard surfaces & maintain paths, paving and steps in a safe condition. Surfaces to be appropriate for their location and usage. Areas of minor repairs to be carried out within 48 hours wherever possible from reporting.	CMc	P	As necessary		Ongoing	Yes
Annual winter pruning of shrub borders to maintain and encourage new growth	CMc	P	Annual		Ongoing	Yes
Provide and maintain seats, bollards & litter bins to ensure continuity of style within the Gardens.	Cmc	P	As necessary		Ongoing	Yes
Litter picking	TC	P	Daily		Ongoing	Yes
Empty Litter Bins	TC	P	Daily		Ongoing	Yes
Remove graffiti from site	CMc	P	As necessary		Ongoing	Yes
Maintain grass to general amenity standard. Where appropriate leave grass to grow with less cuts.	TC	P	As necessary		Ongoing	yes
Support community involvement	CMc	P				
Inspect Trees to ensure that the tree stock is maintained in a safe & healthy condition for all users.	NC	P	Annual		Ongoing	Yes
Selective thinning of young trees			Apr 2012			
Target ASB / vandalism through						

enforcement and repair damage ASAP.						
<b>2012 Specific project works</b>	<b>Lead</b>	<b>Team</b>	<b>Due Date</b>	<b>Resources</b>	<b>Completed</b>	<b>Cycle</b>
Reduce outside holly hedge height	CMc	P	Dec 12		Sept 12	
Reduce Rhododendron heights	CMc	P	Dec 12		Sept 12	
<b>2013 Specific project works</b>						
Stain benches	CMc	P	March 13		May 13	3 years
Source Funding for Playground improvements	MR		Dec 13			
Replace/Improve identified signs	MR		Dec 13			
Annual review with bowling club	CMc	P	Sept 13		Dec 13	Annual
Create computer access point	CMc	Mouchel	Jan 13		April 13	
Update information backing boards	MR		Dec 13			
<b>2014 Specific project works</b>						
Re-Align playground boundaries	MR		March 14			
Installation of picnic tables in the playground	MR		March 14			
Annual review with bowling club	CMc	P	Sept 14		April 14	Annual
<b>2015 Specific project works</b>						
Review herbaceous main border scheme	CMc	P	Feb 15		Reviewed and ok	
Annual review with bowling club	CMc	P	Sept 15		Reviewed and ok	Annual
<b>2016 Specific project works</b>						
Review tennis court furniture	CMc	P	March 16			
Review Ken Rd planting scheme	CMc	P	Feb 16			
Annual review with bowling club	CMc	P	Sept 16		Reviewed and ok	Annual
Stain benches	CMc	P	March 16		Sept 16	3 years
<b>2017 Specific project works</b>						



Annual review with bowling club	CMc	P	Sept 17			Annual
Review tennis court surface	MS	L&T	March 17			

## 7. Finance & Resources

Parks have an annual revenue budget of £3.6m and total expenditure of £5.6m, with £2m of self generated income annually. Staffing levels and budget resources for the site remain secure at present. Minor works are paid for through annual revenue budgets, whilst major capital expenditure can only be accessed through the Council's capital programme or successful grant applications.

Major works or expenditure predicted through the management plan will be highlighted to managers for integration in future budgets.

## 8. Monitor & Review

As part of the process of managing the sites a regular green flag group meeting is held to discuss all green flag sites and progress between them. The site champion will visit the site regularly and work with stakeholders to ensure the site continues to develop and meet expected standards..

All staff and community groups have access to the management plans and will be encouraged to make notes throughout the year on when items were completed and any issues that arose.

Annual green flag judging feedback sheets are also taken into consideration. Comments from above are fed annually into the issues section of the plan, from which point forward the plan is edited every year.

Review dates are shown on the front cover of the document.

## 9. Management Structure

