

Jephson Gardens and Mill Gardens Management Plan 2019-2024



Floral displays and views towards the Glasshouse and Willes Obelisk in Jephson Gardens

Last update: Jan 2022

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Section 1 – Where are we now?

1.1 Introduction

Jephson Gardens is a much loved park in the centre of Royal Leamington Spa, Warwickshire. Famed for floral displays, fountains and fine trees, its reputation is of regional significance. Originally laid out as pleasure grounds in the 1830s, it still evokes its Victorian and early 20th century heyday. The gently sloping site is a narrow rectangle of less than six hectares on the north bank of the River Leam.

Mill Gardens, laid out in 1903, occupies a level triangle of less than two hectares on the south bank of the River Leam. The two parks are physically connected by bridges and their landscapes and facilities complement one another. As a result, this management plan covers both parks.

1.1.1 What sort of management plan?

This document has been written to fulfil the requirements of the Heritage Lottery Fund's (HLF) capital investment in the renewal of the Gardens from 2000-2003, and to support Warwick District Council's application for a Green Flag Award for Jephson Gardens and Mill Gardens.

'The Management Plan will form the basis for measuring the success of a project and the compliance by the council with the HLF contract. HLF wishes to see that the council understands their obligation to protect the capital investment made in the park, and that it has prepared a plan that will do so.' – Heritage Lottery Fund Public Park Initiative

'The management plan needs to be a site-specific, working document that provides a clear vision of the site's development and should identify how the Green Flag criteria are managed and maintained.' – Green Flag Guidelines

1.1.2 Structure

The guidelines that have been used to assist the development of this document are the CABI Space 'Guide to Producing Park and Green Space Management Plans' (2004), which fulfils the Green Flag's requirement and the HLF Public Park Initiative's '10 Year Management and Maintenance Plan Guidelines' (2003).

Where are we now?

- Introduction
- Policy Context
- Site Description

Where do we want to get to?

- Analysis and Evaluation
- Vision
- Aims

How will we get there?

- Work / Action Plan
- Finance and Resources

How will we know where we have arrived?

- Monitor and Review

The structure adopted for this report broadly follows the CABE Space outline (as shown above) and then incorporates detailed sections as required by the HLF.

1.1.3 Intended audience

This management plan is first and foremost a working document that will be a reference point to all who have an interest in the management of Jephson Gardens such as the council, site contractors, and community groups. It has been written to clarify what decisions the council have made with regard to how the site should be used, and consequently how it will be managed and maintained. It also contains the background information and the reasoning behind the decisions.

1.1.4 Period of the plan and stages of review

This management plan has been written to cover a period of 5 years from 2019-24. It will be reviewed annually and there is an ongoing annual update of the action plan.

It is acknowledged that circumstances may change within Warwick District Council or within the Gardens. As a working document, it will have to react to such changes and be dynamic enough to accommodate change. There are incorporated stages of review which will measure performance. The Management Plan Team will meet to discuss progress on actions detailed in the plan.

1.1.5 Management Plan Team

- Dave Anderson – WDC, Greenspace Team Leader
- Jon Holmes – WDC, Green Space Development Officer
- Simon Richardson – WDC, Green Space Development Officer
- Sue Holmes – id verde, Glasshouse Technician

The team have been responsible for the writing of this plan and will meet and review the action plan on an annual basis. Progress on current actions in the action plan will be reviewed at monthly team meetings for Jephson Gardens.

1.1.6 The council

Following the last election in May 2019 the political composition of Warwick District Council is:

- Conservative (19 seats)
- Liberal Democrats (9 seats)
- Green Party (8 seats)
- Labour (5 seats)
- Whitnash Residents Association (independent) (3 seats)

The Conservatives are in coalition with Whitnash Residents Association with the Chair having casting vote.

The council currently comprises of seven departments (shown right).

Responsibility for the management, development and maintenance of the Gardens sits within the Green Space Team and Contract Services in Neighbourhood Services.

WDC Departments	
•	Strategic Leadership
•	Development and Planning
•	Housing & Property Services
•	Health and Community Protection
•	Culture
•	Neighbourhood (includes Green Space Team)
•	Finance

1.1.7 The district profile

When preparing to write this management plan, population data for the local area around the Gardens and the wider community of Leamington Spa was researched. This information has assisted the authors of this plan in determining current and potential future community needs. A summary of this research information is provided below.

Profile	Willes & Clarendon wards	Warwick District
Population (2014 ONS Population Estimate)	16,864	139,396
Median age (2011 Census)	-	39 yrs

Profile	Willes & Clarendon wards	Warwick District
Ethnicity (2011 Census)	-	83% White British 4.9% British Indian 4.2% White Other 7.9% other minorities
Residents rating health as 'very good' or 'good' (2011 Census)	-	84.5%
Employment rate (2013)	-	79.1% (national average 71.3%)

The population of Warwick District increased 6.1% between 2003 and 2012, showing steady growth. There have been several major residential developments within the area and more are planned in future as the Local Plan is implemented.

Within the local area there are a fairly high percentage of students, which has an impact on the ratio of younger and older people.

1.2 Policy Context and Strategic Significance

In preparation for the council's Green Space Strategy and subsequent park management plans, work was undertaken to understand the policy context in which the preparation of these documents was to be done. A summary of the links between this management plan and other strategic documents is given below:

National	Regional	Local
<ul style="list-style-type: none"> Green Spaces Taskforce 'Green Spaces, Better Places'. Department of Transport, leisure and Regions (DTLR) 2003 Living Places: Cleaner, Safer, Greener, Office of the deputy Prime Minister (ODPM) 2003 Planning Policy Guidance 17: Planning for Open Space, Sport and Recreation; White Paper: Communities in Control; The Six Acre Standard, National Playing Fields Association (2001); 	<ul style="list-style-type: none"> Warwickshire Climate Change Strategy West Midlands Regional Climate Change Action Plan 2007. Coventry, Solihull & Warwickshire Habitat Biodiversity Audit; Warwickshire County Council Biodiversity Strategy; Rights of Way and Recreational Highway Strategy 2011-2026 	<ul style="list-style-type: none"> Climate Change Adaptation Strategy February 2011 Local Development Framework; Open Spaces SPD 2009 Sustainable Community Strategy 2008 - 2026; Play Strategy 2007 – 2012; An Arts Strategy for WDC 2009 – 2013; Trees and Woodland Strategy; Youth Facilities Study; Parks and Open Spaces Audit March 2008. Green Infrastructure Study

<ul style="list-style-type: none"> • Natural England’s Access to Natural green space Targets (ANGST); • Green Flag Award • Natural England – Green Infrastructure Guidance • Natural Environment White Paper, 2011 		<ul style="list-style-type: none"> • Green Infrastructure Delivery Assessment • Volunteering Policy (draft)
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1.2.1 National Planning Policy Framework

The National Planning Policy Framework highlights the importance of planning for access to good quality open spaces and how opportunities for sport and recreation can make an important contribution to the health and well-being of communities. It recommends that planning policies should identify specific needs and quantitative or qualitative deficits and surpluses of open space, sports and recreational facilities in the local area. The information gained from this assessment of needs and opportunities should be used to set locally derived standards for the provision of open space, sports and recreational facilities.

1.2.2 Fit for the Future

The purpose of Warwick District Council is to improve the quality of life for everyone who lives in, works in or visits Warwick District.

Working with its partners the council has produced a long term plan, known as the Sustainable Community Strategy, with a broad range of aims that will improve the quality of life of residents within the district. Part of this strategy involves protecting and enhancing the natural environment; producing a management plan for the Gardens will support this aim.

1.2.3 New Local Plan

The council has produced a Local Plan for Warwick District, which will guide the area's future development for the next 18 years. This management plan helps to support the Local Plan.

1.2.4 Green Space Strategy

The Green Space Strategy for Warwick District provides a strategic direction for the current and future provision of green space. The strategy is based on a comprehensive evidence base and looks at the physical provision of parks, natural areas, play spaces, green corridors and amenity areas. It incorporates a set of principles to help meet future challenges and make things happen.

The strategy establishes an overall, vision and framework for achieving key recommendations between 2012 and 2026. It has been produced to work with the timescales and vision outlined within Warwick District Council’s Fit for the Future/Sustainable Community Strategy.

There are seven key principles and twenty

five recommendations within the strategy that helped guide the development of this management plan. One of those recommendations is to 'Ensure that green space is actively managed through appropriate long term management planning'.

1.2.5 The Green Flag Award

The Green Flag Award scheme is an independent measure of the quality and management of parks and green spaces. The Green Flag Award is currently managed by Keep Britain Tidy.

It is an annual award scheme that recognises well managed and high quality green spaces. The Gardens will continue to be entered into the Green Flag Award. The award's criteria guided how this management plan has been written.

1.3 Legal Issues

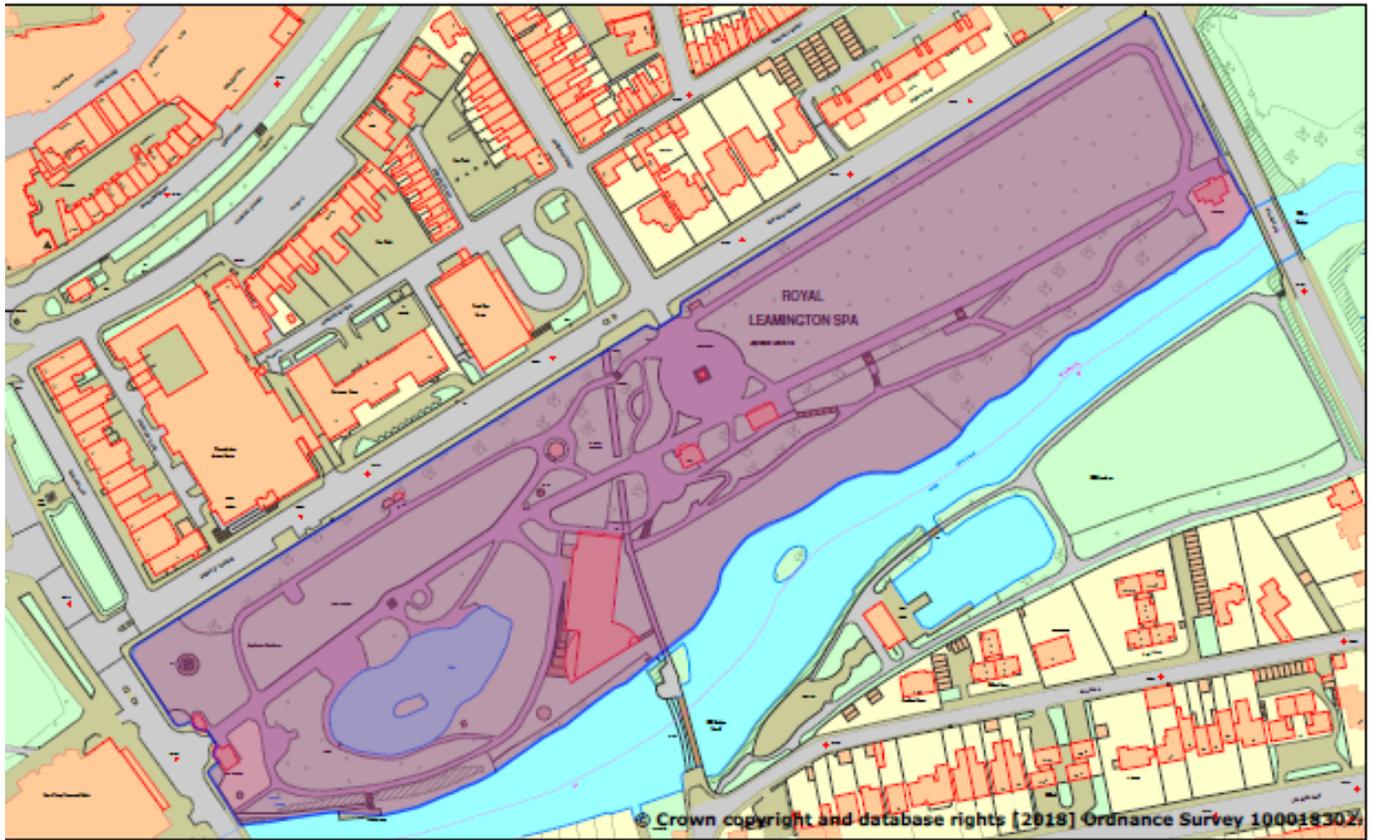
1.3.1 Ownership

Jephson Gardens are held by Warwick District Council and listed as Deed title WDC 591 A (see Appendix A). The Gardens were surrendered by the Trustees to Leamington Corporation in the Leamington Priors Act of 1896. The land is described in 4 parcels adjoining Jephson Gardens, bounded on the west by the Parade, on the south east by Mill Gardens and the north by Newbold Terrace. Mill Bridge and Mill Walk/Passage are owned by Warwickshire County Council. Figure 1.3.1 (next page) shows the boundary of Jephson Gardens.

There are restrictive covenants on Jephson Gardens which prevent building on land except for summer houses, ornamental huts, greenhouses, bridges, lodges and conservatories. Other covenants include not cutting down trees, not planting trees or shrubs more than 20ft height facing Newbold Terrace and to keep in good repair.

Mill Gardens have no registered title. The site was acquired by Leamington Corporation in 1898 in order to carry out river improvements. Mill Gardens was created as part of the landscaping from 1901-3. Figure 1.3.2 shows the boundary of Mill Gardens.

Fig 1 Ownership Boundary of Jephson Gardens



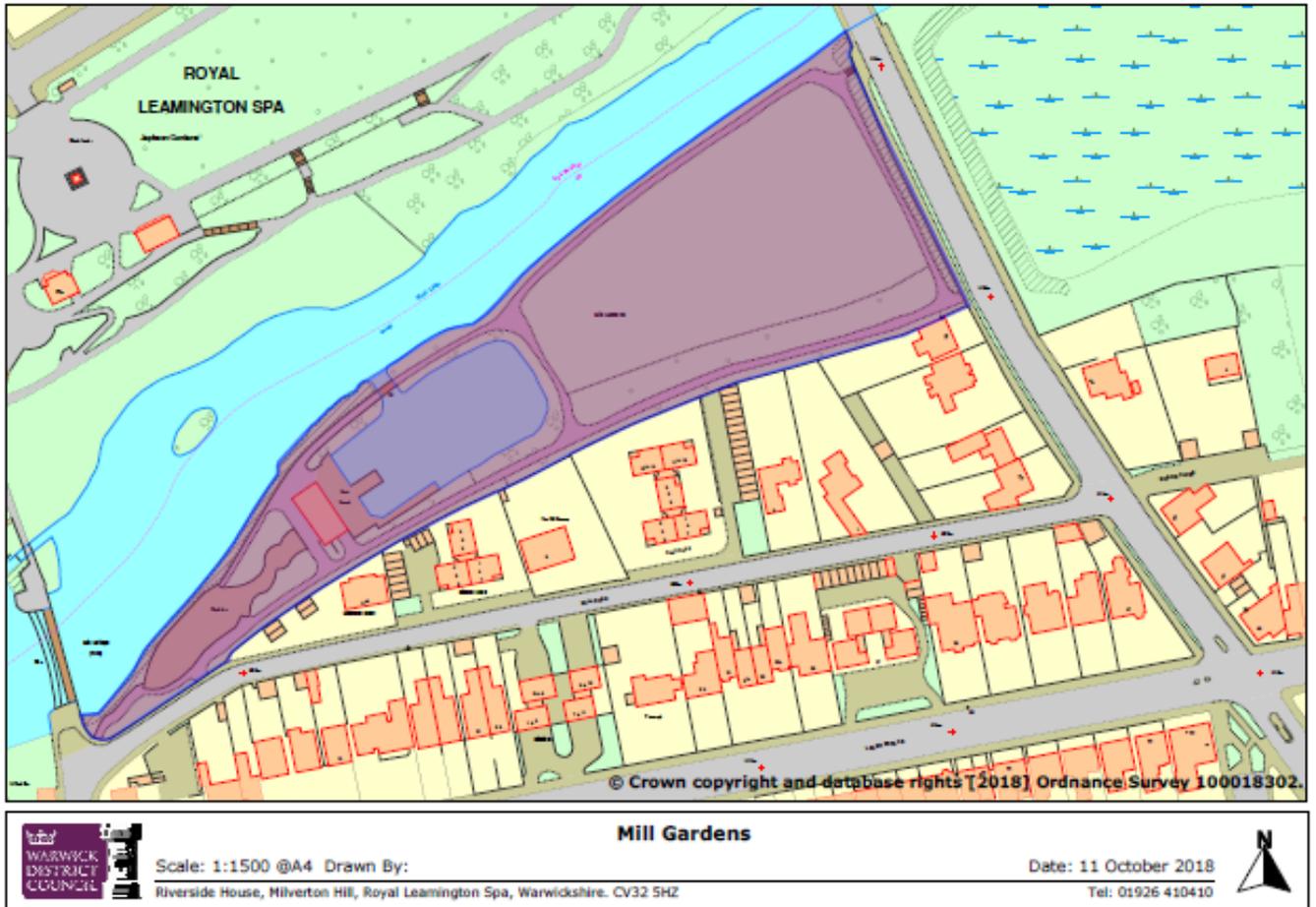
Jephson Gardens

Scale: 1:2100 @A4 Drawn By:
Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire. CV32 5HZ

Date: 11 October 2018
Tel: 01926 410410



Fig 2 Ownership Boundary of Mill Gardens



1.3.2 Byelaws

The council's 'pleasure grounds' are covered by byelaws under section 164 of the Public Health Act, 1875, and under Section 15 and under Sections 12 and 15 jointly of the Open Spaces Act 1906 for the regulation and better management of those pleasure grounds.

1.3.3 Dog Control Orders

Warwick District Council has introduced Dog Control Orders.

https://www.warwickdc.gov.uk/info/20112/community_safety/1587/public_spaces_protection_orders

1.3.4 Leases

Jephson Gardens and Mill Gardens have three lease contracts in operation which are specific to individual facilities.

Restaurant

The restaurant facilities are leased to Just-Inspire catering and event management. The lease was awarded in January 2019. These will be the new caterer for the site. The council will receive an income, details of the exact arrangements at this moment in time are not known.

Aviary Café

The café is leased to The Larder from July 2014 for a period of four years. This has now been extended.

Leam Boat Centre

Leam Boat Centre offers pleasure boating along the River Leam as well as canoe & kayak activities. The lease is with Leam Boats and commenced on 1st July 2005 for a term of 10 years. This has now been extended.

1.3.5 Licenses

Licenses for holding events in the Gardens and its facilities are available from the council.

1.3.6 Listings and Designations

Jephson Gardens and Mill Gardens are part of the Leamington Spa Gardens group, registered as Grade II on the Register of Parks and Gardens of Special Historical Interest in England.

There are 8 listed structures within the Gardens, all Grade II listed. These are:

- Jephson Memorial (1848-9) - a white marble statue of Dr. Henry Jephson contained within a circular stone pavilion
- Willes Obelisk (1875) - a grey granite obelisk on a neo-gothic pedestal, erected in honour of Edward Willes
- Hitchman Fountain (c.1867) - in memory of Dr. John Hitchman. Unusual design, executed in stone and granite
- Czech Fountain (1968) – in shape of parachute to honour Operation Anthropoid WW2 (listed 2018)
- Aviary (Late 19th Century) - built in the manner of a bandstand but 3 bays wide, the centre one gabled and slightly recessed
- Mill Bridge (1903) - stone weir retaining walls, with iron towers and suspension stays
- North Lodge and South Lodge (c.1846) - stucco, symmetrical pair of single storey dwellings

1.4 Site Description and Assessment

1.4.1 A brief history

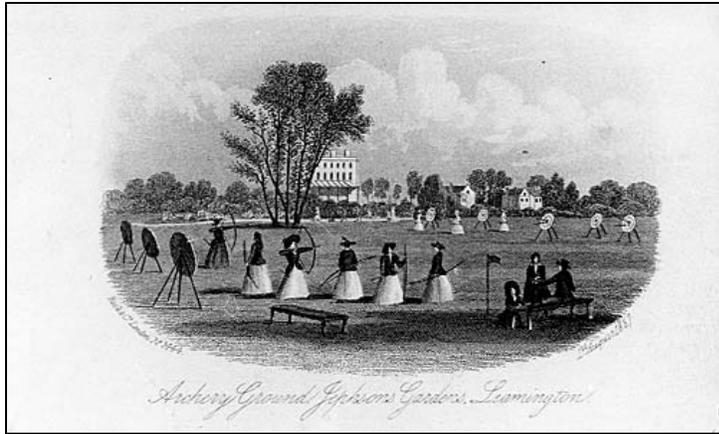
As part of the submission for a Heritage Lottery Fund grant in 1998, detailed historical research was carried out. The Gardens are the centrepiece of a sequence of 19th century parks created beside the River Leam in Regency and Victorian Leamington Spa. The whole group is Grade II listed on the Register of Parks and Gardens of Special Historical Interest in England. The Gardens themselves have long been famous for their floral displays, beautiful and unusual trees, fountains and quiet riverbanks. Among their admirers was the American writer Nathaniel Hawthorne, who described them in 'Our Old Home'.

Elements in their history are common to other places, notably the provision of work for the unemployed in laying them out and the underpinning of their finances by private donations. The parks provided space for formal events and housed commemorative features, buildings and small structures reflecting current tastes.

Many grand events were held in the Spa Gardens, from balloon ascents and fireworks displays to archery competitions and bandstands.

Planting schemes and landscapes included the fashionable features which were expected in the finest parks; floral displays, a fine lawn for sporting activities, woodland walks, and a lake and river bank.

Formerly riverside meadows and woodland, Jephson Gardens was laid out as walks in 1832 by the landowner, Edward Willes of Newbold Comyn, and was initially known as the Newbold Gardens. Walking was recommended to visitors by the doctors of the time, including Dr Henry Jephson, as an essential adjunct to 'taking the waters'. Newbold Gardens' other purpose was to raise the value of properties that Willes constructed in Newbold Terrace by guaranteeing them an open outlook.



Archery in Jephson Gardens

A popular movement grew in the 1840's to improve the Gardens for the town and to create a testimonial to Dr Jephson. A lease was acquired in 1846, and many of the present features – the lake, the lodges and the main walk – were constructed. The lower gardens were laid out, possibly influenced by the ideas of J.C. Loudon, as a small-scale picturesque landscape with views across the lake towards the new Jephson Memorial and the parish church. An unsightly mill across the river, and a swimming bath in the river itself, were screened by trees.



View of the lake, Willes Obelisk and Jephson Memorial c. late 19th Century

Renamed the Jephson Gardens, the land was re-opened to the public in June 1847. The oldest trees in the Gardens – cedars, copper beeches, and evergreen oaks – date from this period and many other exotic specimens were introduced later. Other memorials and structures were added over time, including Willes Obelisk.

The principal elements of the design were already in place by 1850 but the creation of the final major feature, a wide expanse of river with a backdrop of willows on the far bank took more than sixty years to accomplish. This was finally achieved when Leamington Corporation acquired the land south of the River Leam in 1898. They landscaped the area, constructing Mill Bridge and creating Mill Gardens.

While other parks in the town were developed to cater for the requirements of local people, Jephson Gardens retained the ambition of providing for the visitor and being a focus for the town's prosperity, and this has lasted into this century.

Summary Chronology of Jephson Gardens and Mill Gardens

- 1830s Creation of the Newbold Gardens and Wood Walks. Widening of River Leam below the mill weir
- 1840s Newbold Gardens renamed Jephson Gardens; more river works take place. The management of Jephson Gardens is taken on by trustees. They make major changes to the landscape including construction of a lake, the Jephson Memorial and the lodges the east and west ends of the park
- 1860s Hitchman Fountain and stone arbour near main flowerbeds constructed
- 1870s New water supply for the town. The old water supply site - the future Mill Gardens - becomes redundant. Willes Obelisk is constructed
- 1890s Trustees vote for Jephson Gardens to be surrendered to Leamington Corporation for the benefit of the town. Aviary Café built
- 1900s Leamington Corporation acquired the land south of the river. Mill Gardens was laid out and Mill Bridge constructed. River was widened above Mill Bridge and weir. Bandstand and pavilion built near the river to replace previous bandstand which had been subject to complaints about noise
- 1920s Davis clock tower and fountains on lake installed
- 1960s Czech Fountain constructed. Bandstand and pavilion are replaced by the newly-built Royal Spa Centre on Newbold Terrace and are demolished
- 1990s Greenhouse complex, which had been in use since the 1850s, becomes redundant. Major flood in 1998 causes damage to Jephson Gardens
- 2000s Successful Heritage Lottery Funding bid resulted in major restoration and improvements to the Gardens, including the construction of a Glasshouse on the old greenhouse complex

1.4.2 Leamington's riverside parks and gardens

Leamington Spa has a broad ribbon of parks and gardens on either side of the winding River Leam (see figure 1.4.10, below). Their creation has been the result of deliberate policy from the 1850s and continues up to the present day. Improvements were initially aimed at attracting visitors back to the spa (the railways had made seaside resorts more accessible) but were also intended to meet the recreational needs of a growing residential population. Jephson Gardens is the horticultural jewel in the crown and has the most civic significance of the Spa Gardens.

To the west of the Gardens are the Pump Room Gardens. These have the character of a village green and are a setting for the buildings around it, including the Pump Rooms themselves. The park is popular as a short cut and for eating lunch. At weekends and in summer evenings, it is more like a neighbourhood park, attracting families and other groups for informal games. The town centre location

and nearness to public transport and car parking make the Pump Room Gardens well suited to small and medium sized events. This site was restored to its Regency days with a grant from the Heritage Lottery Fund to resurface the paths and restore the bandstand.

Further west is Victoria Park. This was opened to mark Queen Victoria's Diamond Jubilee in 1899 as part of the Corporation's plan to provide more recreation space for the growing town, especially its children. Throughout the 19th century it was the venue for galas, military parades, flower shows, circuses and cricket. The borough engineer, William de Normanville, skilfully created the park's ovoid central space from an odd-shaped site; the perimeter drive was exactly half a mile in length for running. Victoria Park currently hosts both the Women's and Men's World Bowls Championships during the summer months and is connected to the Pump Room Gardens by York Walk, which runs to the south of the river.

To the east of the Gardens are Welches Meadow and Leam Valley Local Nature Reserve, situated in Newbold Comyn Country Park. Welches Meadow is a traditional flood meadow to the south of the River Leam. River water covers the land for parts of the year, enriching the soil and providing ideal conditions for beetles and other insects. Woodland, grassland, marsh, ponds and the River Leam make up Leam Valley LNR. This area has an agricultural past with more recent woodland planting and pond creation. Areas not shown on below map.

Figure 3 Leamington's Parks and Gardens (Spa Gardens)

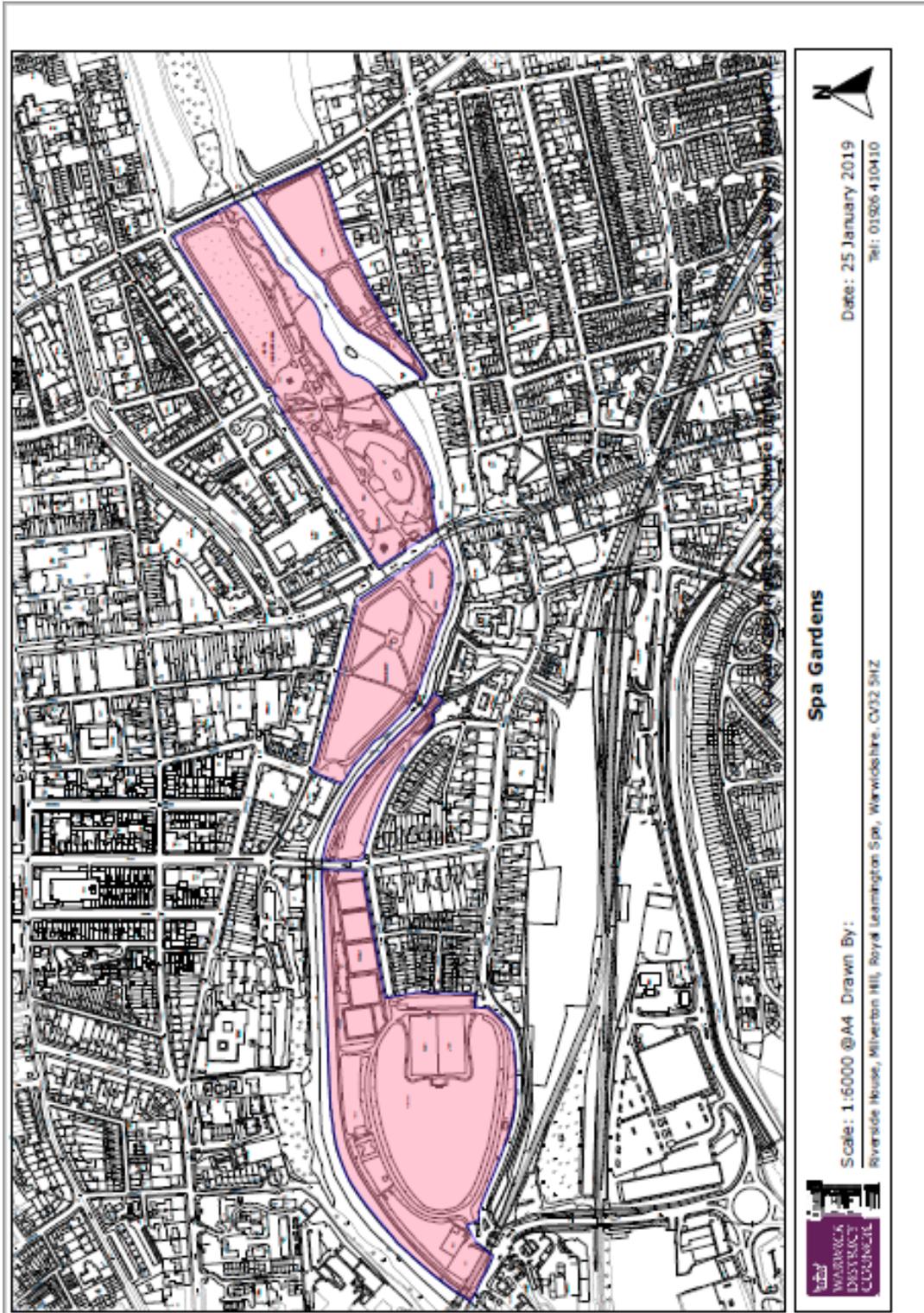
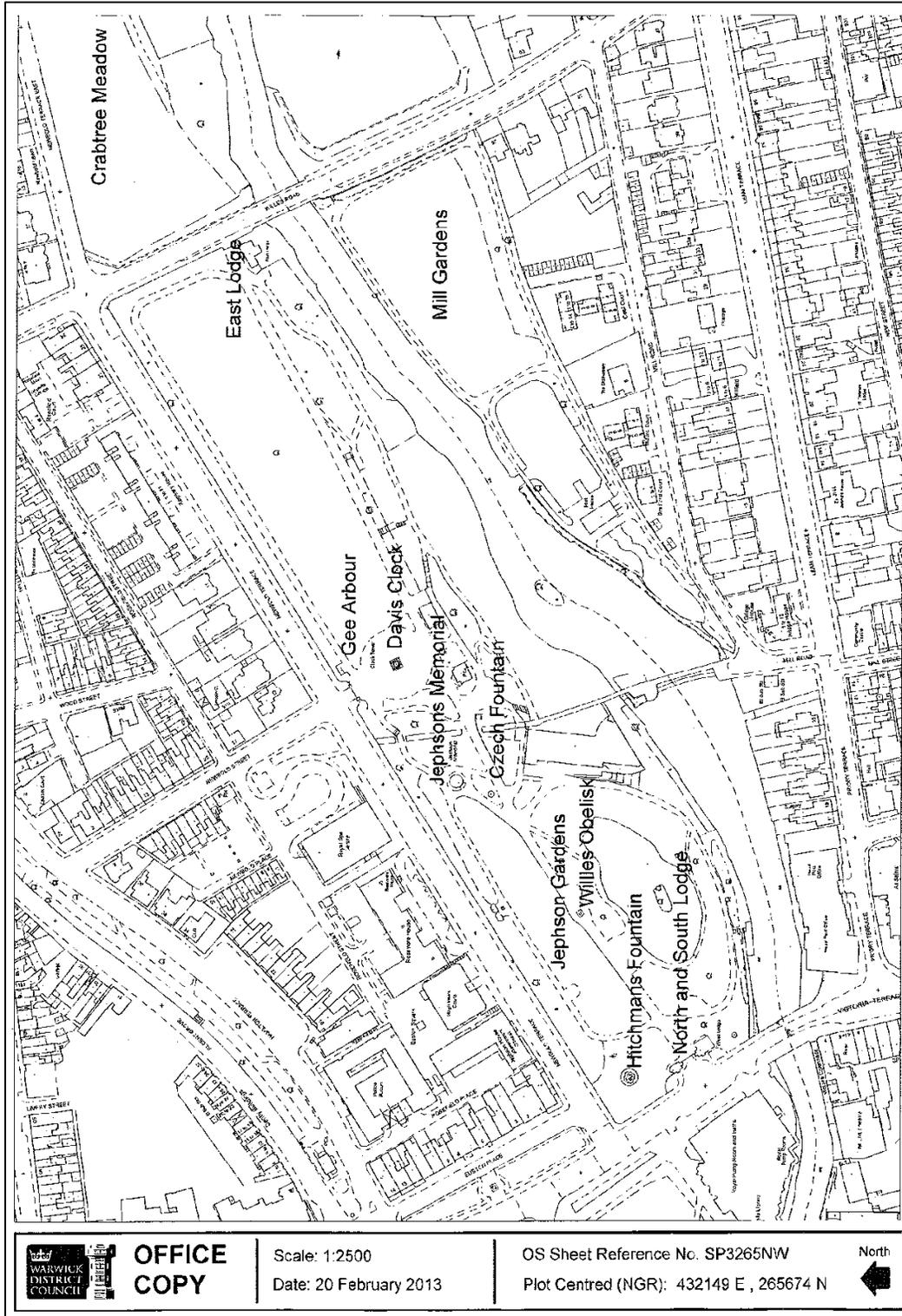


Figure 4 Important Built Features



1.4.3 Significance of the Gardens

As already stated, Jephson Gardens and Mill Gardens are part of the Leamington Spa Gardens group, registered as Grade II on the Register of Parks and Gardens of Special Historic Interest in England. There are also seven Grade II listed structures within the Gardens, and numerous others within close proximity of the site.

The Gardens are well used and a much loved public amenity situated in the centre of Leamington Spa town. The prominent location of Jephson Gardens and the quality of the features within its landscape make it a park of regional significance, attracting large numbers of visitors. The location of eight entrances on major desire lines through the town ensures a high number of people walking through the park. This easy access to the town's facilities for shopping and work encourages the use of the Gardens. Historically the visual impact of the Gardens within the Leamington landscape must have been considerable, but it may be even greater at the present time due to the contrast it provides to the surrounding built landscape.

Leamington Spa grew rapidly as a resort from the late eighteenth century. The Newbold Gardens, later named the Jephson Gardens, became the town's principal social, civic and recreational space. From the 1850s, policy sought to provide parks, gardens, and promenades to enhance the appeal of the town and provide more recreational space for residents. The vigorous pursuit of this vision in the 1890s resulted in the continuous chain of green spaces known collectively as the Spa Gardens. They follow the River Leam at the interface of the 'old' and 'new' towns.

Jephson Gardens maintain their high status as Leamington's principal green space through horticultural excellence, traditional pleasures, civic features and historic connections; they occupy a key location where the main north-south route crosses the east-west axis of the river and the Spa Gardens.

The significance of Mill Gardens is twofold. It enables the landscape of the upper Jephson Gardens to extend across the widened river and significantly increases recreation space for residents south of the river.

Warwick District Council recognises that Jephson Gardens and Mill Gardens are significant because they are:

- A green lung in the centre of Leamington Spa providing space for events, exercise, recreation and education
- An early example of the philanthropic movement to provide recreation and education to town dwellers by creating public parks
- A beautiful designed landscape of national importance, which after restoration are in excellent condition and are much used and much loved by citizens and visitors
- Are an integral part of the historical built environment and link to neighbouring green space.

These significant features oblige the council to demonstrate responsibility and commitment to:

- Welcoming visitors from all sectors of the community and from further afield to enjoy the educational, recreational and aesthetic experiences the Gardens have to offer
- Preserving the historic character of the Gardens and its designed features.

1.4.4 Why the park needed restoring?

As with almost all public parks and open spaces across the UK, Jephson Gardens and Mill Gardens suffered decline from the mid-1970s to the mid-1990s with very little investment in the infrastructure, features or facilities. The character of Jephson Gardens was being lost through incremental pragmatic alterations and additions. The nursery site became redundant in 1994. The boating operator neglected the franchise and the boat house became semi-derelict. A major flood in 1998 damaged paths and structures within Jephson Gardens. It was felt that major investment was needed to make Jephson Gardens and Mill Gardens the jewel in Leamington's crown once more.

1.4.5 What was restored?

A successful Heritage Lottery Fund bid totalling £4.3m resulted in 58 items being restored.



Glasshouse and restaurant built in 2003 with HLF

These included building a Glasshouse with an adjoining restaurant and teaching Studio, restoring memorials and other structures in the Gardens, resurfacing paths and the installation of a new play area in Mill Gardens.

1.4.6 Significant features and compartments

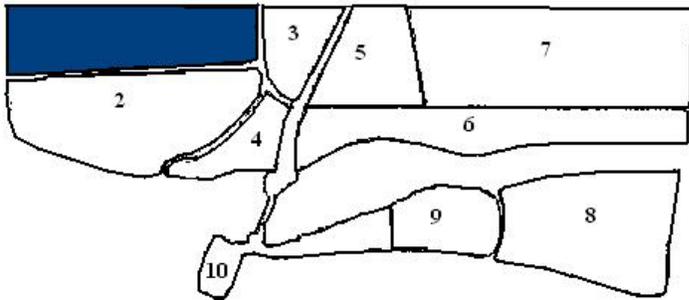
Jephson Gardens and Mill Gardens contain many important features of architectural, horticultural, and conservation merit. There are ten areas (compartments) which could be considered as being of different character or offering different user experiences.

The main features determining the landscape character are:

- Planting, in particular the mature tree planting

- The landform and topography
- The relationship to the river
- Views and vistas around the Gardens
- Access and path layouts
- Buildings and structures
- Activity areas.

Compartment 1 – The Lower Gardens



This area, which includes the Main Walk, is one of the most viewed areas of the Jephson Gardens, and the most popular sitting area. It is characterised by formal bedding, a clear structure of footpaths and furniture and a backdrop of mature specimen trees. Historically this area evolved as a formal feature and although the restoration has not sought to recreate the later 19th Century layout, it does strive to reinforce its character.

South Lodge is available for hire by local groups for art displays, meetings and talks. South Lodge houses an exhibition about the Gardens' history which is operated by Leamington History Group volunteers. North Lodge is now used for storage for community groups and events.

Important features:

- **Hitchman Fountain - erected in 1869 in memory of Dr John Hitchman**
- Willes Obelisk- built in 1875 to commemorate Rev Edward Willes who first laid out the 'Newbold Grounds'
- The arbour – 1860s shelter for visitors
- Mature trees – tree planting records go back to 1848 including the present *Quercus ilex*
- Floral bedding – first significantly planted from 1875 onwards
- Views to and within the Gardens.

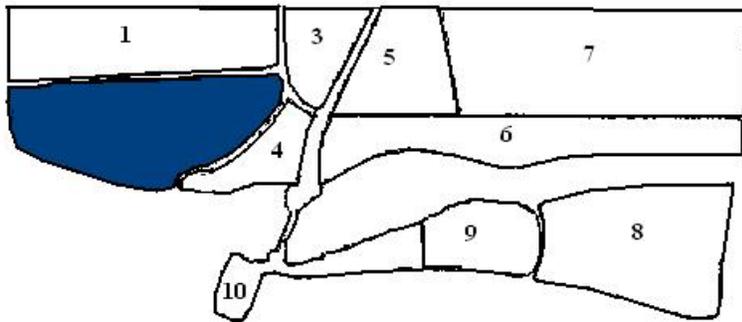


Hitchman Fountain



Formal flowerbeds

Compartment 2 – The Lake



This area is dominated by water. The formal lake has fountains, which provide a range of interesting textures and noises, and the very slow flowing River Leam forms the southern boundary of Jephson Gardens. Like compartment 1, this is an intensively used area as visitors walk along the main walk, feed the ducks, sit and view the fountains, or glance into the gardens from the adjoining Parade and Victoria

Bridge. Unfortunately, in summer 2019 we lost a major Horse Chestnut along the river bank. A suitable replacement will be sort.

Important features:

- Smoothly curving brick-edged lake
 - completed in 1847 and enlarged in 1880
- The fountains – donated in 1925 and 1926
- Trees – evergreen oaks planted as part of the ‘Festival of Oaks’ in 1847, dawn redwood, golden Indian bean tree, swamp cypress, grand fir etc.
- Views – to the river, town buildings including All Saints Church, main walk and floral displays.



The lake fountains

Compartment 3 – Jephson Memorial and Rockery



This compartment is a small area located between the upper and lower gardens, at the narrowest part of Jephson Gardens. It is focused around Jephson Memorial, with small-scale planting and informal, meandering paths. The views to the memorial are largely restricted until almost upon it. The seating around the Czech Fountain is well used and a good vantage point with views back to the lake, Willes

Obelisk, and the Lower Gardens, although historic views are much altered by the increased quantity of maturing trees. The steps of the memorial are often climbed; otherwise the area is used for strolling.

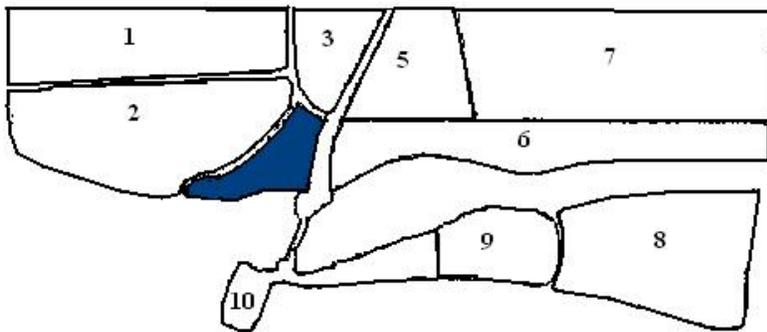
Important features:

- Jephson Memorial – dedicated to Dr Henry Jephson, a famous doctor who promoted the town’s spa waters
- Czech Fountain – erected in 1968 commemorating seven Czech expatriates who were parachuted into their homeland in 1941 to assassinate SS leader Heydrich
- Trees – impressive coast redwood, golden rain tree, Sawara cypress and Lawson cypress
- Views – mainly to the memorials, the Glasshouse and the floral displays.



Czech Fountain 2018

Compartment 4 – The Glasshouse, Restaurant and Studio



The site of the former nursery hosts the newest addition to the Gardens. The bespoke contemporary Glasshouse contains a number of facilities including a restaurant, tropical glasshouse and classroom. The

Glasshouse is open seven days a week for members of the public. The restaurant is leased to a private contractor who can close the Glasshouse for weddings and other events as part of their contract.

The Glasshouse exhibition space houses information on plants, their uses and history. The building is an important educational resource for schools, particularly for primary school science and art curriculums. More recently, an observation beehive has been installed in the area and children’s events are held in the Glasshouse itself. The Studio is used by schools and hired for activities such as art exhibitions, meetings, use by community groups and children’s parties.

The southern end of this compartment extends to the top of the river bank, where grass is mown short to permit views from the restaurant windows to Mill Bridge and its weir.

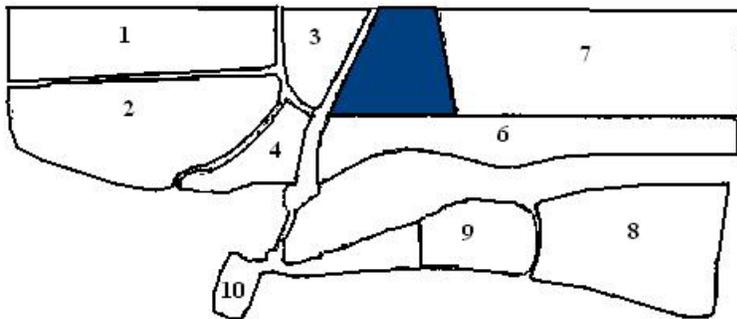
Important Features:

- Glasshouse complex – sub-tropical Glasshouse, restaurant and teaching studio
- Views towards Mill Bridge and weir.



Insect friendly planting outside the Glasshouse

Compartment 5 – Newbold Terrace Entrance



This compartment went through a bold transition during the HLF restoration, and is an important resource in its own right as well as an important entrance. The area is centred on the Davis Clock, which is surrounded by a broad expanse of hard surfacing and low shrub planting. Beyond the Clock is the

popular Aviary Café which provides refreshments and offers indoor and outdoor seating. The café is leased to a private contractor. Toilet facilities are also provided in this area and are clean and well maintained, although there are some negative issues regarding drug use. Some large mature trees provide dense shade and views to the upper lawn and river are reducing as memorial trees mature. There is a need to think strategically about these trees for future management.

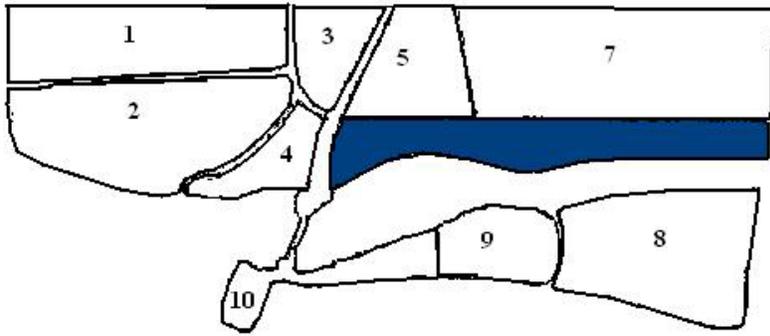
Important Features:

- Davis Clock - donated in 1925
- Aviary Cafe – built as a refreshment arbour in the 1890s, the building was an aviary from the 1960s-1990s
- Toilet block – built in 1996
- Mature trees – impressive beech trees
- Gee arbour – donated in the 1960s.
- New for 2022, Covid sculpture and planting to give a focus for anyone who has lost someone during the pandemic.



Davis Clock

Compartment 6 – Riverside and Wood Walks



This compartment incorporates low level land running adjacent to the River Leam. The area has been largely reclaimed from the original course of the river. The restoration scheme had a dramatic impact on its character, removing a 1960s refreshment kiosk and very urban landscape treatments at the river's edge, and replacing it with open grassland and naturalistic marginal planting.

The woodland planting between the lower levels and upper levels is mixed in age, species and structure. It fulfils a role as a transition between formal and informal. The more recent tree establishment has not proved successful both in tree species selection and survival with little regard for the shrub and floral layer.

More recently, a sculpture trail has been developing in this area of the park, including the Barbed Poppies, installed in 2014. It is hoped that the sculpture trail will encourage more visitors to explore the eastern end of Jephson Gardens.

Important Features:

- East Lodge – constructed in 1847
- Willes Road entrance – constructed in 1847
- Mature trees
- Barbed Poppies – WWI memorial
- Views across the river to Mill Gardens.
- Sculpture of William de Normanville

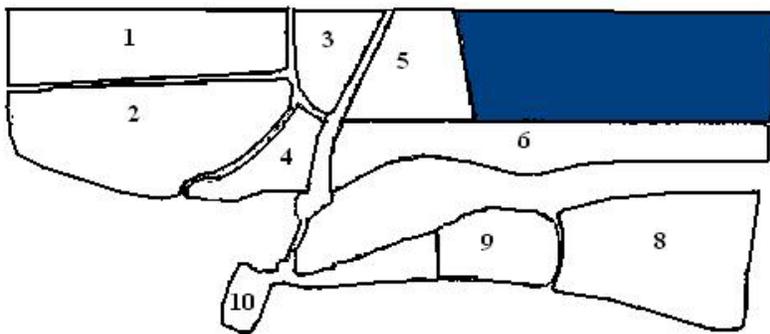


View of the River Leam



Barbed poppies sculpture. WW1 commemoration

Compartment 7 – The Upper Lawn



With the exception of the western end, the Upper Lawn survives relatively unchanged in layout from the earliest plan of the Gardens. The large lawn was set out as an events area, and planting was restricted to

its perimeter, in particular the north border running parallel to Newbold Terrace. The area is still used for large outdoor events and is an important open space in the Gardens for picnicking sunbathing, and recreation. During the early part of the 20th the site this area was used for tennis tournaments.

Attractive views are possible across the Gardens. The river is out of sight in most instances and so the Mill Gardens appear to be a continuation of a park landscape. Views to the north, of the large houses along Newbold Terrace, add to the historical integrity of the garden.

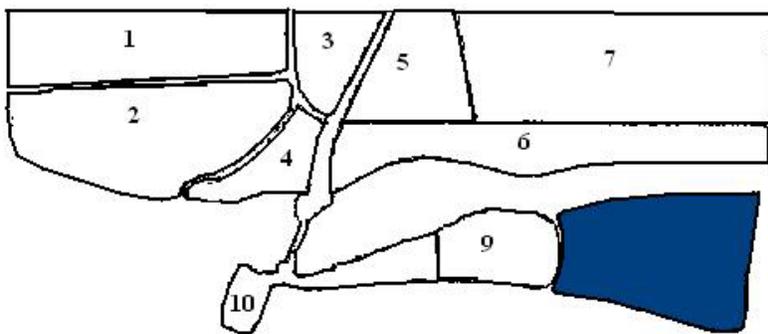
Important Features:

- Mature trees - blue atlas cedar and tulip tree
- Views – towards the Davis Clock, architecture of Newbold Terrace, Mill Gardens
- Expansive grassland suitable for events
- Shrub bed – a diverse range of special interest plants.



Newbold Terrace shrub border

Compartment 8 – Mill Gardens



Mill Gardens was laid out at the very end of the Victorian period and completed in 1903. The simple design of a central open space for winter ice skating and summer games, with an avenue of trees at the southern end, was intended to form a visual backdrop to the Jephson Gardens.

The layout remains largely unchanged today though ground levels have been raised and shrub and tree planting has matured with loss of some views.

The area receives far more local users than the Jephson Gardens and is rightly regarded as a local amenity rather than a visitor attraction.

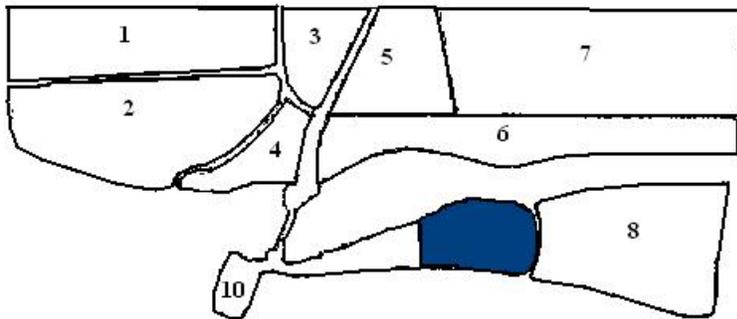
Important Features:

- Views towards neighbouring nature reserve, riverside
- and woodland walks, Willes Bridge, and the properties
- on Willes Road
- Open space for local people to play.
- Open air Cinema



Mill Gardens

Compartment 9 – Boat House and Pond



The boating pond and boat house were extensively restored with HLF funding and now provide a very important asset for visitors and locals alike. On summer days the pond and river are extremely busy with rowing boats, canoes and pedalos.

The facility is run by Leam Boat Centre, which organises canoeing holidays and training as well as boat hire on the river.

Important Features:

- Boating House and pond
- Views – riverside views, Mill Gardens play area and open space.



Leam Boat Centre

Compartment 10 – Mill Walk, Mill Bridge and Play Area



The Mill Walk and Bridge serves as a very important link between the Old and New TownS with Mill Walk in frequent use throughout the day. There is an entrance to the Gardens in Compartment 6, but otherwise the walk is confined by railings and walls, although views from the bridge of Jephson Gardens, downstream to the Victoria Bridge and upstream to Willes Road Bridge are attractive. The bridge is currently well used for feeding ducks, geese, and pigeons which leads to issues with litter and bird mess.

The play facility is of a Neighbourhood Equipped Area of Play (NEAP) standard, and offers a variety of equipment for different age groups. It has a sea theme and is well used by locals and visitors. The play area is on our list to replace when funds allow as the equipment is looking tired and we are now struggling to find spare parts.

Important Features:

- Mill Walk and Bridge - designed and constructed by 1903
- Play Area – opened in 2002
- Elephant Walk – watering place opened in 1882.
- Mural on substation depicting the elephant bathing.



1.4.7 Main uses

Jephson Gardens and Mill Gardens are used for many different reasons and these have been documented in regular customer satisfaction surveys. The word cloud shows the uses in summer 2016. Larger text indicates more popular reasons for visiting.



1.4.8 Who are the users?

A walk around the Gardens at any time of day, at any time of the year, will show that there are people from all walks of life. Some are locals taking their children to feed the ducks; others work in Leamington and are eating their lunch on one of the many benches. Some are international tourists stopping here before continuing with their visits elsewhere in Warwickshire. Customer satisfaction surveys will be re-instated in 2020.

Section 2

Analysis and Evaluation

This section sets out an analysis of the park focusing on its management, maintenance and development.

The analysis and evaluation is based upon data from a number of sources, which includes;

- Section 1 above
- Community consultation including the customer satisfaction surveys
- Consultation with stakeholders
- Discussions with the key community groups
- Discussions with the staff involved in the park
- Previous Green Flag judge recommendations
- Conservation Management Plan
- Green Space Strategy for Warwick District 2012-2026.

The key criteria of the Green Flag Award have been used to provide a framework for analysis. The award is a national quality standard for parks and green spaces and is also an aspiration of the council to achieve. Also, as part of the HLF guidance on the production of management plans, there is a clear requirement at stage 1 to provide *“an analysis of this existing management and maintenance against Green Flag Award standard criteria”*. The Gardens’ quality has been assessed on several separate site visits by experienced Green Flag Award judges as well self-assessments by Warwick District Council’s Green Space Team.

2.1.1 A Welcoming Place

Signage

Entrance signage was introduced in 2006 to three of the main entrances of Jephson Gardens. These detail the location of all the main facilities and features of the Gardens, with some historical interpretation. However not all entrances had these signs, so additional notice boards have been installed at the Willes Road entrance to Jephson Gardens and in Mill Gardens as per the action plan. ‘You are here’ stickers have been added to the entrance boards so that visitors find it easier to orientate themselves.

There are directional finger posts within the Gardens but it is felt that additional finger posts would be beneficial. These should be of heritage style and in keeping with the Gardens. As part of the Leamington wayfinding project additional signage will be installed, exact locations to be decided.

There is no external brown tourist signage for Jephson Gardens and it was suggested some could be introduced. Unfortunately, at present, the county council will not consider a location for tourist signage if it doesn’t have on-site parking facilities. As a result, this recommendation will not be completed.

Gateways

There are 5 entrances into Jephson Gardens and 3 entrances into Mill Gardens. All entrances are appropriately located, gated, and offer good access for all members of the public.

Public vehicular access is prohibited in both Gardens. Contractors use the Newbold Terrace entrance to access to Jephson Gardens and a gate off Willes Road to access to Mill Gardens. All vehicle gates are kept locked when not in use.

Parking

Adjacent to Jephson Gardens, on Newbold Terrace, there is a mix of pay-and-display and free on-street public parking. The nearest pay-and-display car park is off Rosefield Street (behind the Royal Spa Centre). St Peter's multi-storey has greater capacity but is around 5 minutes' walk from the Parade entrance. There is no on-site parking at Jephson Gardens, due to this directional signage from the road cannot be installed.

Coach parties are set down and picked up in Newbold Terrace. As a result, a lot of tourists look around Jephson Gardens as part of their visit.

Road Crossings

The three roads that border Jephson Gardens all vary in their traffic management. Newbold Terrace is a quiet 30mph residential street, with parking along one or both sides. There is now a designated pedestrian crossing on this street, which has improved accessibility to the Newbold Terrace entrance to Jephson Gardens.

Willes Road is a busy 30mph road that runs along the eastern side of the Gardens. There is a designated pedestrian crossing at the lower end of Willes Road and pedestrians may cross at the light-controlled junction with Newbold Terrace. Although the Willes Road gate is the least used, a pedestrian crossing would be helpful for access to and from the natural open spaces of Newbold Terrace East and Welches Meadow.

The Parade is a 20mph road and runs past the western side of the park, offering a variety of crossing points for pedestrians including a light-controlled crossing. Traffic noise detracts from the experience of the lower Jephson Gardens.

Mill Road is a very quiet 30mph residential road running alongside part of the southern boundary to Mill Gardens, and adjoining the southern entrance. There are no formal crossings and no need for them.

Public Transport

Jephson and Mill Gardens are within a 10 minute walk of Leamington Spa railway station, which is on a busy route between Birmingham and London. Buses run from the station into the town centre. There

are various bus stops within very close proximity of the Gardens, and almost all buses from nearby villages and suburbs stop within easy walking distance of the Gardens.

Cycling

Cycling in the Gardens is prohibited by byelaws. Cyclists are required to dismount: some do, some don't. The ban is advertised on the entrance signs and within byelaws posted in the notice boards. As with all infringements of the byelaws, cycling can only be challenged when rangers or other staff encounter it.

There are cycle racks outside the Royal Spa Centre, the Royal Pump Rooms, and East Lodge in Jephson Gardens.

One of the recommendations of the councils Green Space Strategy is to review the council byelaws with respect to cycling, so as to encourage more sustainable ways of travelling to and within green spaces.

Recommendations:

- **MP2 Review the councils byelaws with respect to cycling and see how this relates to the Gardens - ONGOING**

Appropriate Disabled Facilities

Despite the lack of a specific DDA Access Audit for the Gardens in general, audits have been carried out on all buildings and the play facility in Mill Gardens, receiving a compliant rating. As part of the HLF restoration DDA was considered across the Gardens.

The landscape itself is level or of a slight gradient in all but one area, where steps are supplemented with an inclined path that is suitable for wheel chair users.

The Sensory Garden, near the Davies Clock, is a garden created to be accessible and enjoyable to visitors, both disabled and non-disabled. The garden aims to provide individual and combined sensory opportunities for the user based on the five senses (sight, smell, sounds, touch and taste). Unfortunately it never worked successfully and needed a complete redesign. This was achieved in 2015 and it is now an extremely popular area in Jephson Gardens.

Barriers to Use

Information is being gathered through the customer satisfaction surveys to establish if there are any barriers to use, but generally visitors feel safe using the Gardens.

Provision for Children and Young People

The play facility in Mill Gardens offers a variety of play equipment for toddlers and juniors, and is regarded as a Neighbourhood Equipped Area of Play (NEAP) for local and visitor use. A play area review carried out in 2012 recommended that the play area will need refurbishing by the year 2016. However, there is no funding available at present to refurbish to play area and the 2015 annual inspection

concluded that, while some equipment has 1-2 years of life left, other pieces have 5-7 years life expectancy. It is hoped the area will be re-furbished in 21/22 dependant on funding. The equipment is well used and appears popular with many children. Consistent numbers of customer satisfaction survey respondents would like to see swings introduced; there are none at present. There is also scope to develop play opportunities surrounding the play area through appropriate landscaping.

The Gardens do lack facilities or activities for teenagers but it is felt that these are better accommodated within the neighbouring Victoria Park and Pump Room Gardens.

Recommendations:

- **MP3 Refurbish Mill Gardens play area and its surrounds by 2022 – ONGOING**

It has been noticed that many visitors to Jephson Gardens do not go to the eastern end of the park and it is thought that this is because visitors perceive that there is not much to do in that area. As a result, it was suggested some improvements could be made to increase footfall, including the introduction of a sculpture trail around the upper lawn. A sculpture trail would provide interest for visitors of all ages while not compromising the historical setting of the Gardens. Good progress has been made on this, including the introduction of three wooden sculptures made from a felled beech tree in 2013 and Barbed Poppies WWI memorial in 2014. Leamington Town Council provided £10,000 funding for a life-size sculpture of William de Normanville (who laid out Mill Gardens). This was installed in 2016. This has been added to in 2018 with the addition of a wooden acorn and oak leaves to celebrate the year of the oak donated by 'Art in the Park'. New for 2022 a memorial Covid bed will be installed near the clock tower, the sculpture will replicate the Covid virus with a wisteria wrapped around signifying the vaccination.

Recommendations:

- **MP4 Introduce a sculpture trail on the Upper Lawn – ONGOING**

Seating

There is a plentiful supply of seating throughout Jephson Gardens, in good condition and well-spaced, though more could be accommodated along the riverside path. All benches are dedicated to someone under a memorial scheme, which includes the provision of a brass plaque or an inscription routed in the wood. Prospective donors are offered one style of bench. Mill Gardens has an adequate number of seats. The supply of benches has been reliant on donations and this appears to be a satisfactory way of sustaining the correct number of benches without the Gardens feeling cluttered. All wooden benches are sourced from sustainable forests.

Staff

Due to the complex nature and high standard of presentation of the Gardens, there is nearly always a staff presence. The grounds maintenance contractor has at least two staff on site during normal hours on weekdays, and they are expected to be courteous and as helpful as possible. The glasshouse technician is employed through our Grounds maintenance contractor id verde. A new Ranger/Civil

Enforcement Officer team was set up in April 2015 and they provide a security presence in Jephson Gardens on a daily basis and are based in South Lodge.

2.1.2 Healthy, Safe and Secure

Warwick District Council has made a concerted effort to ensure that the users of Jephson Gardens and Mill Gardens feel safe and secure. Prior to restoration, there were a number of issues regarding safety such as groups of homeless and youths drinking on park benches, rough sleepers, graffiti and vandalism and the use of drugs in the toilets. The restoration scheme sought to improve sightlines to discourage anti-social behaviour and reduce the threat and fear of physical attacks. Both sites are locked at night, with access to the restaurant monitored. Gates have been added to both seating shelters, an effective measure against anti-social behaviour in them.

There are also Ranger/Civil Enforcement Officers on-site daily to provide a reassuring presence to visitors and deal with any issues.

These measures have proved successful with a decrease in reported incidents in the Gardens. We aim to ensure that visitors continue to feel safe; in the 2016 customer satisfaction survey 96% of respondents felt safe in the Gardens.

Public Safety

Public safety is managed by Neighbourhood Services in partnership with the council’s Health and Safety Advisor. The following briefly summarises the management regimes in place within the Gardens.

Risk Assessments

Matters relating to public safety - such as trees and play within the Gardens - are risk assessed on an annual basis.

All staff are aware of the council’s Health and Safety Policy and this forms part of the staff induction procedure. Staff guidance and policies are accessible in paper form and online on the council’s corporate intranet for all employees. Within this guidance is a formal system of risk assessments to be carried out both for locations and activities.

Inspection regimes for the Gardens:

Risk Assessment Area	Frequency	Details
Generic risk assessment for the whole Gardens	Annually	Responsibility of the Green Space Team; recorded on the council’s risk management system (Assessnet)
Grounds maintenance	Bi Monthly site meetings	Responsibility of the grounds maintenance contractor; generic risk assessments and daily random spot checks on staff, vehicles and machinery

Play areas	Weekly, monthly and annually	Weekly and monthly inspections by contractor; annual inspection by independent inspector
Park infrastructure e.g. buildings, paths	Twice a year	Responsibility of Property Services
Trees	Annually	Tree inspections are contracted to Warwickshire County Council's Forestry Team
Water	When risk of algal bloom identified	Independent analysis; pollution incidents dealt with in conjunction with Environment Agency
Water Features (fountains etc)	Risk of waterborne disease	Independent monthly checks by external contractor to check any presence of contaminants and appropriate action taken.

In addition to formal assessments, informal checks are done by the ranger/civil enforcement team and other council officers on a daily basis. Any issues found between assessments are reported to the appropriate department so that action can be taken to rectify them. This includes issues reported by members of the public through the council's 'Contact Us' system.

Summary of Reporting and Emergency Procedures

The public can report accidents or near misses involving themselves or incidents they may witness. They can do this by phone, e-mail or by filling in a 'Health and Safety Enquiry Form'. On receipt of an accident or incident report, a site visit identifies the possible cause and determines the likelihood of reoccurrence and the appropriate remedial action needed.

Summary of Insurance Details

Warwick District Council holds appropriate levels of public liability insurance with Zurich Municipal. Accidents/incidents are reported to our insurers as required.

Compliance with health and safety at work (1974 and Subsequent Acts)

Staffs involved in the management and maintenance of the park do so in full compliance with current health and safety legislation. The corporate Health and Safety Policy defines the responsibilities of all those involved. Below are summarized the key mechanisms utilized to ensure that all legislation is complied with.

- Site and work inspection
 - Both the workplace and the method of working are checked on a regular basis to ensure that operations are completed in accordance with the risk assessment. Non-compliance is reported with remedial action to ensure future compliance
- COSHH Assessments (Control of substances hazardous to health)

- All substances of this nature are risk assessed and appropriate control measures implemented
- Training and equipment
 - All staff are trained in the use of equipment and plant in variety of environments and provided with personal protective clothing and equipment as identified in the relevant risk assessment. Plant and equipment is regularly checked and maintained in accordance with manufacturer's specifications. Professional training includes that required by legislation
- Reporting and monitoring
 - Staff or contractors are expected to report accidents or near misses as quickly as possible to their line manager to allow prompt investigation and remedial action. Accidents to employees are recorded in an accident book and reported to the Health and Safety Executive if required. The grounds maintenance contractor monitors accidents and near misses with appropriate remedial action taken to prevent future occurrences. Health and Safety is a fixed agenda item in all meetings with the council and its partners
- Review of Health and safety Mechanisms
 - The Corporate Health and Safety Officer and the Members/Trades Union Joint Consultation and Safety Panel meet on a regular basis to review the Health and Safety arrangements for both the workplace and the public. This ensures that all mechanisms comply with the current legislation.

Site specific Health and Safety

Toilet Facilities

There are toilet facilities, built 1996, in the centre of Jephson Gardens and these cater for male, female, disabled, and baby-changing. The building is locked at night with the rest of the park. They are cleaned daily and checked frequently by the Ranger/Civil Enforcement Officers. There are occasional instances where the toilets have been used for drug taking and by shoplifters from town sorting through stolen items. Any incidents are reported to the Community Partnership team and the local police.

Drinking Water

There is a drinking fountain associated with the Czech Fountain but the water supply has been disconnected. It was closed by the Environmental Health department because of concerns over the quality and safety of the water. Due to its design the fountain cannot easily be adapted for use again and will remain disconnected.

Lifelbelts

Following the recommendations of an independent water safety review of watercourses within parks, it has been decided that there will be no lifelbelts along the banks of any waterbodies. In the past lifelbelts

were provided but were often vandalised, stolen or found floating in the water. Visitors are now discouraged from going near the water's edge instead; low fencing and vegetation growth along the river's edge helps us achieve this.

Ranger Service

This service is now carried out by the Ranger/Civil Ranger service after the Community Ranger left in 2018. The role was replaced with a Community Engagement Officer with different roles to the previous job covering more sites and looking at bringing in more volunteering with WDC parks and engaging more with the local community.

CCTV

There are CCTV cameras in four locations in and around Jephson Gardens, although none are able to view Mill Gardens. Locations always in camera view include the Glasshouse complex (interior and exterior) and the lake/main walk. CCTV located outside the park can look onto the clock tower area and toilets, the area around Mill Passage and the Parade end of the park when required. This number of cameras appears to work well and is adequate.

Although CCTV coverage is good within the Gardens, there was a blind spot within the Glasshouse where anti-social behaviour has been a problem. A new camera was installed in 2014 to rectify this issue. The need for CCTV within South Lodge was investigated but is no longer required now that the building is no longer open to the public when the ranger is lone working.

Alcohol, Illegal Substance Misuse and Anti-Social Behaviour

There was a frequency of such behaviour in the Gardens prior to the restoration, but reported incidents have dropped since. There is clear signage prohibiting the consumption of alcohol and related behaviour on-site and the rangers deal with any visitors breaking the byelaws in a subtle but effective manner. Banning orders are used when required.

Control of Dogs

Dogs are allowed in both Gardens but must be kept on leads in Jephson Gardens and are not allowed in Mill Gardens play area. There are signs at every entrance and in the notice boards informing visitors of this. Further details are in section 1.3.3.

Out of Hours Service

The council operates an out of hours service for emergencies e.g. if a tree falls over. It was unclear which contact details should be given out to the public, facility operators and community groups when these situations arise but contractors now have a list of numbers to call in emergencies.

Recommendations:

- **MP5 Provide out of hours details to the Ranger, facility operators and contractors and promote these to the public and all other interested parties. COMPLETE**

2.1.3 Clean and Well Maintained

Grounds Maintenance

Jephson Gardens and Mill Gardens are maintained under one grounds maintenance contract. The contract is frequency based and has been held by id verde since 2013 and has since been awarded again starting in 2021. Id verde are responsible for most WDC open space maintenance in the district. See Appendix D for the contract specification in the Gardens.

Litter picking, cleansing and sweeping will be carried out through a contract with id verde after winning the tender for this in 2020, who do all street cleansing in the district.

Monthly site meetings are held with contractors, property maintenance and rangers to identify issues and these are then rectified or passed onto the relevant people for action.

With the new contractor in place and increased input from council officers, it is felt that horticultural standards have increased since 2013.

The costs for grounds maintenance and cleansing in 2021/22 for both Jephson Gardens and Mill Gardens are shown in the table below. (new contract prices)

Jephson Gardens

Item (Jephson Gardens)	Value (£)
Bedding Maintenance	16,964.3
Bedding Material	9,944.9
Litter and Bins	8,500
Furniture	2,000
Gates	N/A
Grass	14,587.76
Paths	759.25
Shrubs, Herbaceous Borders, Hedges etc.	46,968.27
Open Buildings and Gutters	Tbc
Fountains and Waterbodies (inc. maintenance)	1,955.24
Sub-total Jephson Gardens	101,679.72

Mill Gardens

Item (Mill Gardens)	Value (£)
Litter and Bins	1,500
Furniture	300

Gates	N/A
Grass	4,135.84
Paths	151.32
Shrubs and Hedges	6,408.61
Play Area	2,574.69
Sub-total Mill Gardens	15,070.46
Grand Total Grounds Maintenance Value	116,750.18

Litter Management

Our street cleansing contractor, id verde, is responsible for litter picking and emptying bins in parks seven days a week. Additionally, the Ranger/Civil Enforcement Officers will litter pick when necessary.

Equipment Maintenance

The grounds maintenance contractor is responsible for ensuring that all of their equipment is running in a safe and efficient manner, and fit for purpose. The contractor is expected to keep up-to-date records of vehicle and equipment maintenance and to be able to show a clear order of regular maintenance checks.

Staff are trained in the appropriate safe use and maintenance of equipment. Training certificates are held in employees’ personnel files. Safe systems of work are written for equipment and there is an agreed service schedule for all equipment used on site.

With the start of the new contract all the equipment will be electric reducing emission and helping the council to achieve being carbon neutral by 2025

Horticultural Maintenance

Within Jephson Gardens there are a large variety of horticultural displays ranging from informal shrubberies to formal bedding. There are significant horticultural features within the Gardens including floral displays, tree collection, herbaceous and shrub borders, bee-friendly planting and exotic plants within the Glasshouse.

Bedding number are being reduced where possible with two beds on the main lawn being changed to sustainable planting and the removal of the floral fountains once used on the site. The entrance beds have also been changed to sustainable planting.

Some of the permanent planting displays have started to decline and in some local areas are in poor condition. Redesigns since 2013 include the grass bed, Glasshouse bed, Czech Memorial bed, Sensory Garden and East Lodge Garden. The Newbold Terrace shrub bed was redesigned in 2017. As with all horticulture the displays will need rejuvenating over time and this will be an ongoing process to ensure the quality of the gardens are kept.

Recommendations:

- **MP6 Regenerate the poorer quality permanent planting displays in the Gardens with more sustainable and wildlife friendly planting. ONGOING.**

Children's Play Area

The play area contains a range of equipment serving both toddlers and juniors. It is inspected weekly and monthly and is maintained in accordance with European standards. These inspections identify and prioritize remedial works. An independent inspection is carried out on annual basis, which makes specific recommendations where required. The latest independent inspection is in Appendix B. The play area is fence as it is adjacent to the River Leam and near to a road. The playground is due for refurbishment in 2020/21 or when funds allow

Graffiti and Vandalism

The level of graffiti and vandalism is low in the Gardens. Graffiti is removed by a Rapid Response Unit (RRU), which is employed through Veolia. Issues are reported by the Ranger/Civil Enforcement Officers or contractors on-site.

Generally graffiti that contains offensive, sexual, or racist material will be removed within 24 hours. Other graffiti will be removed within 7 working days.

Buildings and Infrastructure Maintenance

Toilet cleaning is contracted to Kingdom. The toilets are cleaned twice a day in winter and three times a day in summer by a mobile team.

The restoration programme, now fully implemented, means that the vast majority of features in the park are in good condition. A formal condition audit is done annually, which is supplemented by daily inspections by the staff on site. These inspections identify and prioritise remedial works. The condition audit is shown in Appendix E. The Buildings and the Preventative Planned Maintenance schedule can be found in Appendix F.

The resin bonded path network has caused maintenance problems and have been on rolling programme of improvements, which were completed in 2015.

Regular inspections are carried out by qualified and experienced council officers and a reporting system ensures that any issues are acted on.

2.1.4 Sustainability and Environmental Management

Warwick District Council has a commitment to sustainability. The authority recognises the impact that its operations have on the environment and is committed to reviewing its working practices and developing policies that protect the environment.

Grounds Maintenance Contract

The grounds maintenance contract specifies certain contract conditions with respect environmental management. This includes any breach of environmental legislation, use of vehicles, peat alternatives and herbicide usage. The contractor has a corporate Environmental Policy, Environmental Strategy and Environmental Management System which fulfils all of the council's requirements. 2021 will see the use of electric machinery within the park as part of the new contract with id verde.

Pesticide Usage

We aim to minimize the use of chemicals covered by COSHH (control of substances hazardous to health) to reduce the risk of harmful pollution from them.

The council will only use chemicals covered by COSHH where no other alternative exists. The council will use processes which ensure compliance with COSHH regulations and which minimize the risk of accidents.

The grounds maintenance contract specification allows for the use of herbicides and pesticides where it is seen as the most appropriate method of control, in line with the council's policy. However, the use of pesticides in the Gardens does not form part of the regular maintenance operations, apart from the spot spraying of paths, which uses a glyphosate product. All beds are now mulched using chipped material or leaves. No residual chemicals are used.

The contractor has an approved pesticides and herbicides list which is regularly updated and made available to council officers. At present, diluted washing up liquid is used to reduce pests. Glyphosate is used to spot treat where needed (e.g. on bindweed) and a selective chemical is used on the main lawn to treat moss. Algal growth in the lake is controlled using barley straw. Chilli powder is used to deter Squirrels from digging up the bulbs.

Peat Free Usage and Floral Displays

The council and the grounds maintenance contractor have worked with their plant material supplier – and all floral bedding material is grown in peat free compost. Any replacement shrubs come with peat reduced compost. Recycled mushroom compost is used on the flower beds as a soil improver, rather than peat.

Recommendations:

- **MP7 Ensure that the council supports the Government commitment to reducing peat use. COMPLETE.**

Grass cuttings are not collected in most of the Gardens, with the exception of the formal main lawn and around the lake, which is cut and collected. This is done so that nutrients from the cut grass are recycled back into the soil.

The leaves which fall on paths and grass in autumn are used to mulch the shrub beds or mulched on the grass and left to rot down.

Some green waste is put on 'habitat piles' in parts of Jephson Garden. Other green waste is taken to the grounds maintenance contractor's depot and returned to the district where required. Only organic fertilizers are used on grass and bedding.

Many of the floral plants are given to the public free of charge once the beds have been stripped.

The council is now adopting less intensive maintenance regimes within its parks, where appropriate, to benefit wildlife. This includes increasing the amount of insect-friendly planting – including in the redesigned sensory garden and East Lodge Garden in 2015 - and using more insect-friendly plants in formal bedding.

Recycling of waste

Recycling bins have been introduced into the Gardens and we are happy with the number present.

Energy and natural resource usage

Energy use is monitored against service meters i.e. gas, water and electric in order to pick up trends and discrepancies. All sites are logged and each bill can be easily compared to accounts paid for the same period in previous years.

The use of solar energy on the Glasshouse was explored but due to government reductions to the feed-in tariff it is not economically viable. As such this will not be completed.

Water usage by the contractor is relatively unknown but to reduce waste, swell gel is now used in all planting to reduce later water use and ground plant cover has been increased in the Glasshouse to reduce evaporation from the soil; both have been successful.

Recommendations:

- **MP8 Monitor operative usage of water when watering plants - COMPLETE**

Water harvesting from the Glasshouse was explored as per the below recommendation. As with solar, it was not economically viable because costs will not be recovered during the lifetime of the infrastructure. Therefore, the recommendation will not be completed.

As part of the Temperate House water feature a UV filter has now been fitted to help prevent algae and stop any chance of waterborne disease.

Arboriculture and Woodland Management

Jephson Gardens has an important tree collection with over 140 species originating from many parts of the world. Many trees date from the Victorian period or early twentieth century. Some of these are the finest examples in Warwickshire and have national significance. Rare species include the Brewer spruce and the great white cherry. Veteran trees provide old tree habitat and landscape character. These trees

should be retained to their maximum safe biological life through sensitive management and tree surgery undertaken where essential.

Trees are surveyed annually by Warwickshire County Council's Forestry Team and the information from these surveys is used to inform future management. There are some poorly positioned trees (mainly those that block key views) as well as others planted too closely together or that are an inappropriate species for their location which should be removed or relocated.

Annual tree surveys will help to maintain a healthy tree stock. The future management of the tree stock, through replanting and enhancement of the existing trees, will need to take into account the wildlife value as well as the historical design of the park and climate change.

The council no longer provide memorial plaques for donated trees within the Gardens. It is felt that they distract from the visual appeal of the trees and Gardens. A remembrance book has been compiled for old and new memorial trees.

There has been a disjointed approach to both tree planting and tree management over the years, which has helped to erode the original historical tree layout. This was partly addressed through tree planting and removal as part of the HLF restoration; however a long term strategic approach to managing the trees is still required. Therefore, a tree management plan should be developed.

Recommendations:

- **MP9 Ensure the health and longevity of existing trees with any potentially dangerous trees being removed by delivering the maintenance programme. COMPLETE**
- **MP10 Develop a tree management plan. NOT COMPLETE**

2.1.5 Conservation and Heritage

Jephson Gardens and Mill Gardens are part of the Leamington Spa Gardens group, registered as Grade II. There are 8 Grade II listed structures within the Gardens, and others within close proximity of the site.

The HLF restoration scheme retained and restored the traditional character and layout of the Gardens. Some changes were subtle, others bold, but always justified by analysis of the history and modern usage. The effectiveness and appropriateness of aspects of the scheme will be reviewed and any proposed changes consulted on as necessary. Maintenance of features has been previously discussed in the 'Clean and Well Maintained' section.

The Gardens provide valuable green space in the centre of town that can be used by wildlife such as birds, small mammals and invertebrates. Because of the extensive planting of trees in the Gardens and within the town centre these are important habitats for wildlife. The Gardens are closely linked to Crabtree Meadow, Welches Meadow and Leam Valley Local Nature Reserve, which are locally important wildlife areas. The links between the Gardens and these other areas are strengthened by the corridors of street trees such as those on Newbold Terrace and the large garden areas close to the park.

The Gardens are very formal and there are few informal areas. Given the historic importance of the landscape of the Gardens it is not appropriate to establish extensive 'wild areas' as this would detract greatly from its formal character. However, the wildlife value of the Gardens can still be enhanced.

An ecological survey was done in the Gardens in 1997 as part of the HLF bid. As a result, the council has implemented a structured approach to biodiversity improvements, mainly in the river corridor and wooded area because these are regarded as having 'a high nature conservation priority'.

Biodiversity enhancements were part of the HLF restoration and included the establishment of marginal planting along the riverbank. The planting stabilized the banks and also provides a natural barrier between visitors and the water.

The presence of established habitats including two UK and Warwickshire, Coventry and Solihull BAP habitats (Parks and Open spaces and Rivers and Streams) is of significance within the urban context of the site and the built environment. The river and trees create important wildlife corridors to neighbouring greenspaces and areas of the town.

It is recognised through surveys that there are some significant faunal species supported by the site (including European and UK protected species) and UK BAP Priority Species including bat and otter. A small opening has been created in the outer fence in Jephson Gardens to help otters travel along the river bank. Otters have now been spotted swimming in the river along Jephsons boundary.

Bat species include common pipistrelles, soprano pipistrelles and Daubenton's bats and are encouraged through three bat boxes in Jephson Gardens and the presence of mature trees. Daubenton's bats are known to roost under the Willes Road Bridge at the east end of the Gardens.

The council have had to control various vermin to enhance the wildlife value of the Gardens. Pigeons and grey squirrels have historically stripped bedding, seed sources and other vegetation. Control measures have been limited and mainly focused on discouraging feeding to control numbers. Recently, Peregrine Falcons have nested in Leamington town centre and the pigeon population has decreased as a result. Grazers is used to discourage pigeons from eating bedding plants, with mixed results. Squirrels are controlled within the Gardens by removing drays and covering bulbs with chilli powder; the latter has been very successful. Within the last 2 years otters have been seen in the River Leam.

<https://www.youtube.com/watch?v=ISLPPZdez1M>

Canada geese have traditionally been a problem within the Gardens due to high numbers and the destruction that they can cause. The use of low fencing and vegetation to control movement combined with egg oiling has been a great success. The geese are now limited to the lake island and the River Leam for nesting. Having a limited nesting area means it is now easier to oil the eggs and this has resulted in geese numbers being reduced to around 40 individuals.

Rats are a continuing problem in the Gardens due to the amount of food dropped on the floor by visitors, including those feeding ducks and pigeons. Baiting is done where possible but many areas with rats are too close to watercourses to bait. As a result, other control measures such as reducing ground cover are being implemented.

Recommendations:

- **MP11 Revisit current pest control measures to see how effective they are. COMPLETE**

Pests in the Glasshouse - such as vine-weevil and tortrix moth - are biologically controlled instead of using chemicals. These generally work with good success but it is necessary to review them to see if there are better and more effective ways of controlling them.

Recommendations:

- **MP12 Review biological control of pests in The Glasshouse - COMPLETE**

A bird feeding station has been installed in the lake for wild birds. Any surplus feed that drops from the station will feed ducks rather than rats and squirrels. The bird feed is topped up by id verde staff on a regular basis.

In nesting season, straw bales are put on the islands on the River Leam and lake in Jephson Gardens to encourage successful nesting for swans. In the past, the swans nested on the riverbank which led to many failed nesting seasons due to disturbance from the public, dogs and flooding.

The woodland area is managed for wildlife. Ground vegetation is left as tall herbage and only cut once a year, after it has served as a seed source to birds within the Gardens.

Rockeries provide shelter for small creatures, which like nooks and crannies, such as spiders and bumblebees.

In 2008, a summer meadow was introduced to the Gardens on a south facing bank to the rear of the Aviary Cafe. This serves as nectar source for a vast range of insect species as well as providing colour and interest.

The herbaceous borders and butterfly nectar garden again add wildlife value to the Gardens. The latter was a project involving the Butterfly Conservation Group. We are moving towards more sustainable bedding plants, where possible, to provide a nectar source for bees and other insects. Redesigns of the Sensory Garden and East Lodge Garden in 2015 continued this work. A number of insect homes have been created around Jephson Gardens and beehives were installed in East Lodge Garden and the Glasshouse in 2015.

Trees and shrubbery in the Gardens offer roosting and nesting sites for birds as well as being a source of food. A diverse range in height and types of trees is important as it provides a good habitat for bird species. Maintaining a diverse range of age groups and tree species will retain this balance.

There are twenty one woodcrete bird boxes in the Gardens, catering for bird species such as tits, nuthatches, sparrows and starlings. Woodcrete bird boxes have a 25 year lifespan and cannot be eaten into by grey squirrels, which predate on baby birds. Bird boxes are cleaned annually in winter. The inspection can be seen in Appendix G.

Deadwood in trees and on the ground is important for invertebrate, fungi and for recycling of nutrients. However the ideal way to manage deadwood for wildlife would conflict with the formal nature of the Gardens. Some deadwood will be left in the Gardens in less formal areas and deadwood in trees will only be removed where it is an unacceptable risk.

The conservation of the Gardens' property, infrastructure and landscape were addressed as part of the HLF restoration, and are now assured through regular inspection by on-site staff including daily visits by Ranger/Civil Enforcement Officers. Property Services provide reactive and Preventative Planned Maintenance of the Gardens, as detailed under the 'Clean and Well Maintained' section. Property Services are writing a new Condition Audit document as of early 2016 which should bring further improvements in the process for managing park infrastructure and heritage.

Action 21 moved out of East Lodge in 2015. The lodge is now leased to Leamington Studio Artists, who plan to use the building for art exhibitions and workshops.

The East Lodge Garden had been neglected due to the lack of volunteers available to look after it when Action 21 held the lease. The garden is now the council's responsibility and was completely redesigned in 2015. It now houses a bee-friendly garden with a beehive maintained by Warwick & Leamington Beekeepers and a gazebo structure used in the Leamington Spa entry to Chelsea Flower Show in 2014.

2.1.6 Community Involvement

Consultation

It is recognised that for any park to be successfully managed it must respond to the needs of the local community and park users. This means that the Green Space Team must actively engage and involve the local community in the development of green space.

Annual customer satisfaction surveys take place in the Gardens. Starting in 2011, these surveys were initially run twice a year but it was felt that there was no advantage compared to running them annually. Therefore, the frequency was reduced to an annual survey in summer. Due to staff changes and responsibilities the survey results are now out of date but we aim to restart this this summer. The Green Space Team value customer feedback and are exploring online surveys in achieving this.

Recommendations:

- **MP13 Consult with Garden users once a year - NOT COMPLETE**

Involvement

There are many active groups and individuals who get involved in using the Gardens and its facilities, mainly on a voluntary basis. The following is a summary of those groups and describes the activities they are involved in and the benefits they bring to the Gardens.

- Leamington History Group

Leamington History Group is run by volunteers who meet every Tuesday morning in South Lodge, Jephson Gardens. The group maintains a social history community archive, using images from the local area, photos from family albums and personal collections. The group run very successful 'town walks' from South Lodge during the summer months, some of which go through Jephson Gardens. They also open South Lodge's history displays to the public on bank holiday weekends and Heritage Open Weekend and helped secure funding for the Barbed Poppies sculpture in 2014.

- Local artists

Artists use South Lodge and the Studio in Jephson Gardens as a venue to display their own art work. Art displays in 2016 will include photography, jewellery, ceramics and drawings during Warwickshire Open Studios, a modern art residency in the Studio, GCSE and A-level art displays from North Leam School and Art in the Park – a weekend of art on the main lawn. Leamington Studio Artists recently leased East Lodge and intend to use the space to display their work and run workshops.

- Local Community Groups

Warwickshire Pride use South Lodge and the Studio for their weekly meetings and outreach work. Teatro is a local theatre group which specializes in theatre training for young adults and adults. They use the Studio for rehearsals on two evenings a week and do outreach community projects.

- Friends of the Czech Memorial

The local Czech community has a strong connection with the Gardens and there is a dedicated war memorial commemorating Czech forces in WWII. The Czech government, through the embassy, has made significant financial donations to ensure these memorials are maintained for future generations. The recently formed Friends of the Czech Memorial have raised funds to restore the memorial. This was achieved in 2018 with the memorial and the planting restored.

- Leamington Society

Leamington Society has always had an active interest in the Gardens, especially with respect to the restoration. Their more recent involvement has been their support to reinstate a historic sundial in the Gardens, located close to the arbour.

- Leamington in Bloom

Leamington Spa has taken part in the Britain in Bloom competition organized by the Royal Horticultural Society for several years, now within the large town category. The Gardens remain a key feature in the Leamington in Bloom judging route and provide a valuable resource for community activity. Local primary schools grow geraniums for a train display outside the Glasshouse.

- Warwick & Leamington Beekeepers

The local beekeepers maintain two beehives in Jephson Gardens; an observation hive in the Glasshouse and a full beehive in East Lodge Garden. They are currently producing further interpretation about honeybees for the Gardens after securing grant funding from Leamington Town Council.

Roles for the community

The council is always reviewing the role that the public can have in green space management, development and in volunteer staffing. It is essential that the council continues to support, encourage and develop community involvement and engagement in the Gardens. To further this aim a Community Engagement Officer was employed in 2018 to take on this role following the Community Ranger leaving the authority.

The proposal to establish a Friends Group specific to the Gardens has been discussed on many occasions, but based on the advice and guidance of Green Flag judges it has been decided not establish a group. It is felt that it would add little value to the Gardens. Likewise, the Gardens do not lend themselves to practical volunteer work.

Another way that the community can contribute towards the Gardens is through sponsorship. Historically this has been mainly through tree and bench donations. The Gardens are almost at full capacity for trees and benches and so it has been suggested that a bat or bird box donation fund would be a good way to extend the donation scheme. Additionally, a donation box has been installed in the Glasshouse and is very popular with the public, unfortunately this has had to be removed due to break ins.

Recommendations:

- **MP14 Develop a sponsorship and donation fund - TO BE STARTED**

2.1.7 Marketing and Events

Leamington Spa is a major tourist attraction for visitors to the Midlands. Warwick District Council supports the promotion and marketing of Leamington Spa and its surrounding regional area - known as Shakespeare's Country - and recognise the Gardens as a major tourist attraction. BID Leamington also help promote the town, including Jephson Gardens. Council website information on Jephson Gardens is updated on a regular basis.

It is recognised that to keep attracting visitors to the Gardens they need to be constantly evolving and providing new reasons to visit, as with any tourist attraction.

A monthly Green Space newsletter was introduced in 2018 highlighting green space within the district and events taking place during that month.

<https://www.warwickdc.gov.uk/greenspacesnewsletter>

Events

Given the current usage of the Gardens, and the fact that there are some environmentally sensitive areas, it is essential to manage the balance between access to the public and conservation of the landscape. Jephson Gardens is a good location for small scale events but not for larger ones. As a result, larger events usually take place in the neighbouring Pump Room Gardens.

External events in Jephson Gardens are varied and annual events include Art in the Park, bandstands, Scottish country dancing, and outdoor theatre. Leamington History Group run town walks throughout the summer from South Lodge.

All these events are advertised in the Gardens themselves as well as through council events leaflets, the council website, Twitter, press releases and an e-newsletter about the Gardens.

It is important to review the events provided every year to ensure that they are what park users would like to attend. We collect feedback at every event and asks visitors what kind of events they would like to see in the Gardens. The feedback helps the ranger decide on the kind of events provided in the following year.

Recommendations:

- **MP15 Review the range and number of events and activities in the Gardens annually – ONGOING**

Information and Educational Interpretation

Four notice boards in the Gardens inform the public of events, byelaws and facilities on offer. There are also three interpretation boards with maps, contact information and 'you are here' signs at the main entrances to Jephson Gardens.

Even though there is some excellent historical interpretation within South Lodge, it is acknowledged that there are other opportunities to develop this further and to enable more access to this facility. There is ongoing development of new interpretation, including a very successful 2014 summer history trail, which ran through the summer holidays and will be turned into a permanent leaflet in future. KS1 & 2 history worksheets about Jephson Gardens were created in 2014 and have been popular with local schools visiting the nearby Pump Rooms museum for their local history projects.

Entrance signage and interpretation was improved in the Glasshouse in 2014/5 including the production of a leaflet about the plant collection and signage educating visitors about the plants. Depending on the success of an observation beehive in the building, other interpretation may be updated in future. Warwick & Leamington Beekeepers have secured grant funding to create a video about beekeeping which will be shown in the Glasshouse and direct visitors to East Lodge Garden.

Recent interpretation improvements include the Sensory Garden and East Lodge Garden. We are currently working with students from Warwickshire College to create a new leaflet about trees in Jephson Gardens.

Finally, strengthening the links between the Gardens and neighbouring green space to include all the other Spa Gardens and sites of wildlife interest would be beneficial.

Recommendations:

- **MP16 Develop more interpretation material - ONGOING**
- **MP17 Refresh Temperate House displays - TO BE STARTED**
- **MP18 Improve the Glasshouse entrance, signage and interpretation - COMPLETE**
- **MP19 Signage linking The Gardens to neighbouring green space - TBC in 2022**

2.1.8 Management

The management of the Gardens is complex and has historically been disjointed. There was no single dedicated point of contact with the vision and support to ensure the long term sustainability of the Gardens and continue to develop the Gardens further. Traditionally parks management has been more focused on day to day operational maintenance - mainly grounds maintenance - without a more coordinated and strategic approach to managing the Gardens for visitors.

In 2012, the two parks teams were brought into one department. At present, Contract Services are responsible for the day to day maintenance of the park e.g. grounds maintenance and cleansing. The Green Space Team is responsible for the overall strategic management of the Gardens. This includes liaising with leaseholders, park improvement projects and bedding designs. This model of working has been successful and it is now being expanded to other destination parks in the district.

The previous Community Ranger left the authority in 2018 and the new role of Community Engagement Officer was formed with different roles being their focus. This has meant they do not have such a key role in the gardens. With the Ranger/Civil Enforcement Officers in place they operate 7 days a week.

Because having a ranger in Jephson Gardens has been so successful, a new team of Ranger/Civil Enforcement Officers was created. These rangers cover parks across the district, including Jephson Gardens and Mill Gardens, focusing on security and reporting grounds and property maintenance issues, the intention is they will pick up some of the education and event roles carried out before

Recommendations:

- **MP20 Review the Ranger role - COMPLETE**

Given the complex nature of the Gardens, the council needs to ensure clear role definition for those involved in the management, maintenance and development of them.

The key posts which have a current role in the management and maintenance of Jephson Gardens and Mill Gardens are:

Job Title	Employed By /Managed By	Main Duties	% dedicated Time to the Gardens	Based in Gardens
Contract Services Manager	WDC	Leases and overall management	0.5%	N
Green Space Team Leader	WDC	Development, Management Plan and Green Flag	2%	N
Contract Officer	WDC	Day to day management of grounds maintenance and cleansing	5%	N
Green Space Development Officer	WDC	Overall management, development and maintenance	15%	N
Ranger/Civil Enforcement Officers	WDC	Security and reporting maintenance issues	5%	Y
Community Engagement Officer	WDC	Educational, community, events and maintenance	5%	N
Gardener	GM contractor	General grounds maintenance	100%	Y
Assistant Gardener	GM contractor	General grounds maintenance	100%	Y

Additionally, the three leases need reviewing at every stage and it is essential to have systems and procedures in place to allow for these reviews.

Recommendations:

- **MP21 Review leases and licences – COMPLETE**

The previous lease with Kudo Catering ended in December 2018 and a new operator is now in place Just Inspire, an initial meeting has been held and looks promising for the future so previous issues may not occur. The lease to Leam Boats has been extended and there has no issues over the previous 12 months. Regular meetings will be held throughout the year to iron out any issues.

Recommendations:

- **MP22 Strengthen relationship with facility operators through regular meetings – ONGOING**

We need to ensure that suitable performance measures are in place and that appropriate data is gathered on a regular basis to allow improvements in service delivery and other changes to be tracked over time.

Recommendations:

- **MP23 Adopt appropriate performance measures against which the success of managing the Gardens can be measured - NOT COMPLETE**

2.2 Vision for Management

The vision for Jephson Gardens and Mill Gardens is:

To provide a welcoming, healthy, accessible, safe, secure and high quality Gardens, which through partnership and effective community engagement meets a diverse range of needs and aspirations on a sustainable basis. Management of the site shall conserve and protect the features and assets of the site whilst continuing to provide a recreational resource.

2.3 Aims

The aims are set out under the Green Flag Award headings below:

Green Flag Criteria	Aim
A Welcoming Place	To make Jephson Gardens and Mill Gardens welcoming and accessible to all sections of the community
Healthy, Safe and Secure	To ensure that Jephson Gardens and Mill Gardens are a safe and secure environment for all visitors
Clean and Well Maintained	To ensure that Jephson Gardens and Mill Gardens are managed and maintained to a high standard, providing an attractive park and enjoyable experience for all visitors
Sustainability	To ensure that Jephson Gardens and Mill Gardens is managed and maintained so that the environmental impact of these operations is minimised
Community Involvement	To provide an inclusive approach to involving all sections of the community in contributing to the management and development of Jephson Gardens and Mill Gardens
Marketing	To provide an inclusive approach to the promotion and marketing of Jephson Gardens and Mill Gardens
Management	To provide a co-ordinated and joined up approach to the management, maintenance and development Jephson Gardens and Mill Gardens

Section 3

3.1 Action Plan

A series of recommendations have been identified to help fulfil the aims set out in section 2. These are detailed in the following action plan, which will run for five years.

Some of the actions are subject to further approval within the council, with due consideration necessary to co-ordinate budget planning and other programmes elsewhere in the green space portfolio. As a result, some of these actions are aspirational until funding is confirmed. The action plan will be a key strategic guide to help prioritise existing and future resources.

The program is set out according to the council's financial year, which runs from April to March. The action plan is a working document which will deliver these aims through the identified actions. Completed actions will be recorded and new actions added in response to demands or projects on a rolling basis.

The action plan is challenging but realistic.

Cost bands are set at the following levels:

- £0K - £1K
- £1K - £5K
- £5K - £10K
- £10K - £15K
- £15K - £20K
- £20K - £50K
- £50K - £100K
- £100K - £250K

The funding codes in the action plan are as follows:

- OT = Officer Time (Existing)
- R = Revenue (New)
- C = Capital (New)

Lead Officer:

- CSM = Contract Services Manager
- GSTL = Green Space Team Leader
- GSDO = Green Space Development Officer
- CR = Community Ranger
- GT = Glasshouse Technician

Progress on actions:

- **Red:** Action not complete
- **Amber:** Action ongoing
- **Green:** Action complete
- **Grey:** Action will not be completed
- **White:** Awaiting start

Jephson Gardens and Mill Gardens Action Plan

Ref	Recommendations	Financial Year	Lead Officer	Partners	Costs	Funding Source	Progress
MP1	Introduce additional finger directional signage	2019-2021	GSDO	GSTL	£1K - £5K	OT + R	Ongoing
MP2	Review the councils byelaws with respect to cycling and see how this relates to the Gardens	2019-2022	GSTL	CSM/GSDO		OT	Ongoing
MP3	Refurbish Mill Gardens play area and its surrounds- Waiting for funding	2020-2021	GSTL	GSDO	£100K - £250K	OT + C	Ongoing
MP4	Introduce a sculpture trail on the Upper Lawn	2019-2024	GSDO	GSTL	£20K - £50K	OT + R	Ongoing
MP5	Provide out of hours details to the ranger, facility operators and contractors and promote these to the public and all other interested parties	2019-2024	GSDO			OT	Complete
MP6	Regenerate the poorer quality permanent planting displays in the Gardens with more sustainable and wildlife friendly planting	2019-2024	GSDO		£20K - £50K	OT + R	Ongoing
MP7	Ensure that the council supports government commitment to reducing peat use	2019-2024	GSDO			OT	Complete
MP8	Monitor operative usage of water when watering plants	2019-2024	Contractor Staff	GSDO		OT	Complete
MP9	Ensure the health and longevity of existing trees with any potentially dangerous trees being removed by delivering the maintenance programme	2019-2024	WCC Forestry Team	GSDO	£1K - £5K	OT + R	Complete
MP10	Develop a tree management plan	2019-2024	AO	GSDO	£0K - £1K	OT + R	Not complete
MP11	Revisit current pest control measures to see how effective they are	2019-2024	GSDO	GR		OT	Complete
MP12	Review biological control of pests in the Glasshouse		GT	GSDO		OT	Complete

Ref	Recommendations	Financial Year	Lead Officer	Partners	Costs	Funding Source	Progress
MP13	Consult with Garden users	2019-2024	CR			OT	Not complete
MP14	Develop a sponsorship and donation fund	2019-2024	GSTL	CSM		OT	Awaiting start
MP15	Review the range and number of events and activities in The Gardens	2019-2024	CEO	GSDO		OT	Ongoing
MP16	Develop more interpretation material	2019-2024	CEO	GSTL	£5-10K	OT + R	Ongoing
MP17	Refresh/Update Temperate House Display	2019-2024	GSTL	GSDO	£10-15K	OT + R	Awaiting start
MP18	Improve the Glasshouse entrance, signage and interpretation	2019-2024	GSDO	GR/GT	£15K - £20K	OT + R	Complete
MP19	Signage linking The Gardens to neighbouring green space	2019-2024	GSDO	GSTL	£1K - £5K	OT + R	Complete
MP20	Review the Ranger role	2019-2024	CSM	GSTL/GSDO		OT	Complete
MP21	Review leases and licences	2019-2024	CSM	GSTL/GSDO		OT	Complete
MP22	Strengthen relationship with facility operators through regular meetings – Bi-monthly meetings now ongoing	2019-2020	GSDO			OT	Complete
MP23	Adopt appropriate performance measures against which the success of managing the Gardens can be measured	2019-2024	GSTL	GSDO		OT	Not complete
MP24	Czech Fountain Restoration Project - Completed	2018	GSDO	CR	£20-50K	OT + C	Complete
MP25	Preventative Planned Maintenance (PPM)	2019-2024	Property dept.			OT	Complete
MP26	Review future of lake fountains and Hitchman Fountain as frequent faults and repairs needed	2019-2024	GSTL		tbc	OT + C	Complete
MP27	Review Glasshouse restaurant and catering arrangements – New caterer in place	2018-19	CSM	GSTL	tbc	OT	Complete
MP28	New fish tank in Glasshouse	2019-21	GSDO	Property	£5-10K	OT + C	Not complete

Ref	Recommendations	Financial Year	Lead Officer	Partners	Costs	Funding Source	Progress
MP29	Review hired buildings/rooms and ways to increase usage – Completed, charges have been increased to generate more income for the Glasshouse and the viability of the buildings.	2018-19	GSDO/CEO			OT	Complete
MP30	Consider other ways to use Mill Gardens – Open air cinema now taking place in Autumn, possibly look at additional showings	2019-21	GSDO/CR			OT	Complete
MP32	Investigate ways to make the Glasshouse more energy efficient	2019-2024	GSDO	Property		OT	Ongoing

3.2 Finance and Resources

Revenue costs for Jephson Gardens and Mill Gardens for 2018/19 – 2019/20

5 Year Revenue Forecast	Spend 2019/20	Spend 2020/2021	Spend 2021/2022	Projected Spend 2022/23
Annual Grounds Maintenance	£53,742.26	£54,602.14	£64,677.37	£76,869.84
Floral Displays	£17,891.96	£18,178.23	£28,223.42	£27,553.84
Play Area Maintenance	£1,537.5	£1,562.10	£1,569.91	£2,547.69
Water	£6,104.31	Tbc	Not available	
Electricity	£21,350.25	tbc	Not available	
Gas	£4,764.08	tbc	Not available	
Park cleansing	£61,174.05	£62,152.83	£62,463.60	£13,401.17
Glasshouse Cleansing (inc. windows & Studio)	£2,943.32	£2,990.41	Not available	
Toilet Cleansing	£9,492.53	£9,644.41	Not available	
Property Repairs - responsive	£6,951.05	tbc	Not available	

5 Year Revenue Forecast	Spend 2019/20	Spend 2020/2021	Spend 2021/2022	Projected Spend 2022/23
Fountain and Water Feature Maintenance	£42,025.00	£43,735.00 approx.	£43953.68 Approx.	£41,903.40
Total	£227,496.31			

Please see Appendix F for Preventative Planned Maintenance (PPM).

5 year Capital spend projection 2019-2024

5 year Capital spend projection 2019-2024	
Complete 2018	£25,000 (Czech Fountain restoration) COMPLETE
Short Term	£12,0000 (Review and refresh Temperate House display and interpretation) DESIRABLE
Short Term	£5,000 (New Covid memorial bed) ESSENTIAL
Short Term	£6,000 (Rejuvenate Play Area till fund are found for new one) ESSENTIAL
Mid Term	£120,000 (Mill Gardens play area refurbishment) ASPIRATIONAL
Long Term	£20,000 (Additional Sculpture for park) ASPIRATIONAL
Total	£188,000

Section 4

4.1 Monitoring Arrangements

The Jephson Gardens and Mill Gardens management plan will run until 2024. Progress against the action plan will be measured at monthly Jephson Gardens team meetings with a more formal review in September each year. The formal review will help preparations for the Green Space Team Operational Plan and the Neighbourhood Service Plan and Capital Bids cycle.

Monitoring arrangements

The Green Space Team will be responsible for overseeing the action plan and will work with other stakeholders, such as the Glasshouse Technician, to complete the actions. The action plan will be formally updated every twelve months and any new actions will be added in September. These could result from consultation, new information or changing circumstances.

Monthly reviews of that year's actions will help ensure that projects do not fall behind.

Customer satisfaction and community consultation

Annual surveys in Jephson Gardens and Mill Gardens provide a benchmark for customer satisfaction and enable the council to track changes, pick up on any recurrent issues and make improvements to increase visitor satisfaction. On site surveys no longer happen so Green Spaces is looking at an online form which will be advertised within the gardens.

They also enable the council to build a picture of who uses the Gardens, where they come from, how they travel and if there are any barriers to greater use. This information can also contribute towards the wider Green Space Strategy and be used to inform annual updating of this plan.

Green Flag and Green Heritage Site Accreditation

Whether through self-assessment or by applying for the Green Flag Award, the Gardens can be judged on its strengths and weaknesses. From these recommendations can be drawn up to address any issues. Green Heritage Site Accreditation ensures that the heritage in the Gardens is being managed appropriately.

Review Process

Since this management plan covers 2019-24 it has been updated in 2020 as time has run out for a full re-write. This will be reviewed later this year and a full re-write will be undertaken if needed

4.2 Communications

Warwick District Council, as the managing authority for Jephson Gardens and Mill Gardens, has a variety of ways to acquire feedback on the performance and continued relevance of this management plan.

These include:

- Contact via letters, telephone, fax, email, Twitter, Facebook and appointments to discuss issues with specific officers
- Stakeholders including private operators and contractors
- Volunteer groups such as Leamington History Group
- Annual customer satisfaction surveys in the Gardens
- Email newsletters to park users through dotmailer
- Contact via elected members, including councillors surgeries
- Online feedback e.g. TripAdvisor and Facebook.

The council can be contacted for information about this management plan in the following ways.

Address:

Green Space Team
Neighbourhood Services
Warwick District Council
Riverside House
Milverton Hill
Royal Leamington Spa
Warwickshire
CV32 5HZ

Telephone: 01926 456128

Email: contract.services@warwickdc.gov.uk

APPENDICES

Appendix	Title
Appendix A	Ownership Details
Appendix B	Play Area Inspection Sheet (annual inspection)
Appendix C	General Risk Assessment
Appendix D	Grounds Maintenance Schedule and Plan
Appendix E	Condition Audit
Appendix F	Preventative Planned Maintenance (PPM)
Appendix G	Bird & Bat Box Inspection results 2018/19

Appendix A: Ownership Details

WARWICK DISTRICT COUNCIL SECRETARY AND SOLICITOR'S DEPARTMENT TERRIER OF PROPERTY	
<u>REGISTERED/UNREGISTERED*</u> <u>TITLE NUMBER</u>	<u>NEW DEED NUMBER</u> W.D.C 591 A <u>OLD DEED NUMBER</u> L.SPA TD 63 <u>TERRIER PLAN</u> <u>REFERENCE PAGE NUMBER</u> 166B and 167 A <u>CROSS REFERENCE TO</u> <u>CORRESPONDENCE FILE</u> <u>OTHER RELEVANT FILES</u> <u>O.S. MAP REFERENCE</u>
VENDOR Earl of Warwick and others being the Trustees.	PROPERTY Land described in 4 parcels adjoining Jephson Gardens; bounded on the West by the Parade on the South East by Jephson Gardens and the N. by Newbold Terrace.
COUNCIL'S INTEREST Possessory (see Notes)	PURCHASE PRICE Unknown
DATE OF ACQUISITION (apparently) 20th July 1896	ACQUIRING COMMITTEE MINUTE NO.
PURPOSE OF ACQUISITION (AND STATUTORY AUTHORITY WHERE APPLICABLE) For Public Gardens and Pleasure Grounds	DATE OF CONTRACT* OR DATE OF NOTICE TO TREAT
RESTRICTIVE COVENANTS Taken from under- LAND IS SUBJECT TO lease of 26.4.1888. Against building on land except for Summer houses, ornamental huts, greenhouses bridges, lodges, conservatories etc. Not to cut down trees, not to plant trees or shrubs more than 20ft hg facing Newbold Terrace. To keep in good repair. RESTRICTIVE COVENANTS BENEFITTING LAND	EASEMENTS LAND IS SUBJECT TO
RESTRICTIVE COVENANTS BENEFITTING LAND	EASEMENTS BENEFITTING LAND
NOTES (1) Land apparently acquired with- out conveyance by the Corp. from Jephson Gardens Trustees for the benefit of the borough. 20 July 1896. 2) By an underlease dated 12.5.1846 it is recited that the land was demised for all the residue of a certain term of 2,000 yrs created on 14.5.1836. 3) Free access was granted by Edward Wilkes to the purchasers heirs and assigns and assigns for the time being of building plots on Newbold Terrace bounded to the East by Newbold Terrace and the garden.	OUTGOINGS ANY OTHER MATTERS "Packet WDC 591 B contains lease to Riverside Restaurant - 12/2/1981 - J. Riley - 7 years. See sheet 3.

Appendix B: Play Area Inspection Sheet (annual inspection)

Warwick District Council



Mill+Gardens-1-4-2
021-1324189-ANL-W

Appendix C: General Risk Assessment



1203RA-Summary.p
df

General assessment details

Appendix D: Grounds Maintenance Schedule and Plan

Jephson Gardens

Size	Size	Type	Type	Detail
486	m ²	AMENHEDGE	Hedge - Amenity	Hedges throughout site
218	m ²	AMENHEDGE	Hedge - Amenity	New section of hedge around sensory garden
30	no	EGGS	Treatment of bird eggs	Treatment of Canada Geese eggs
691	m ²	FLWRBED	Annual Bedding	Bedding areas in main lawn
210	m ²	GRAM1	Grass - Amenity Grade 1	1m strip around tall herb area
250	m ²	GRMEAD2	Grass - Meadow	Area to bank behind Aviary Café, only sunny section NOT the whole bank
300	m ²	GRMEAD2	Grass - Meadow	Area on the bank next to cafe patio, from patio to steps
7643	m ²	GRORN1	Grass - Ornamental Grade 1	Mawn lawn with floral bedding
18705	m ²	GRORN2	Grass - Ornamental Grade 2	Grass from Mill Passage to Willes Rd
10242	M2	GRORN2	Grass – Ornamental Grade 2	Rest of grass between the Parade and Mill Passage
658	m ²	GRTH1	Grass - Tall Herbs Grade 1	Grass to edge of river behind low fence to whole length of river, cut to 18" high
1230	m ²	GRTH1	Grass - Tall Herbs Grade 1	Section of tall herbs near Willes Rd entrance
1565	m ²	HERB1	Herbaceous/Sustainable Planting	Sensory and grass planting including new sensory beds

Size	Size	Type	Type	Detail
30	m ²	HERB1	Herbaceous/Sustainable Planting	Bed around poppy sculpture
237	m ²	HERB1	Herbaceous/Sustainable Planting	New beds at back of East lodge
104	M2	HERB1	Herbaceous/Sustainable Planting	3 beds in main lawn
2988	m ²	LEAFCOL	Leaf Collection	Collection from main lawn area
25959	M2	LEAFMUL	Leaf Mulching	Mulching on remaining grass areas
1	no	ORNLAKE	Waterbody (A) - Ponds and Lakes	Large lake in middle of site
2109	m ²	SHRUB1	Shrub - Ornamental Bed	Beds throughout the gardens
5408	m ²	SHRUB1	Shrub - Ornamental Bed	Beds throughout the gardens
1	no	STRAW	Provision of Straw	Straw for nesting birds on islands
302	m ²	TOPBOX	Hedge - Topiary	Single yews, all yew, box and low <i>Prunus</i> hedges
138	M2	BOXHEDGE	Box Hedging	Small box hedging
10400	m ²	WATBOD1	Waterbody Std 1 - General Watercourses	River bank

Mill Gardens

Size	Size	Type	Type	Detail
122	m ²	AMENHEDGE	Hedge - Amenity	Section from playground entrance (bridge) to vehicle gate entrance
133	m ²	AMENHEDGE	Hedge - Amenity	Section that can be accessed from both sides from vehicle gate to Bradford Court

Size	Size	Type	Type	Detail
21	m ²	AMENHEDGE	Hedge - Amenity	Small section of hedge behind Bradford Court
420	m ²	AMENHEDGE	Hedge - Amenity	Hedges running along Willes Rd up to the bridge
93	m ²	GRORN2	Grass - Ornamental Grade 2	Areas to edge of lake bank and area next to pedestrian entrance off Mill Rd
8694	m ²	GRORN2	Grass - Ornamental Grade 2	Large area to centre of area and river bank short mown areas to channel to boating lake
1114	m ²	GRTH1	Grass - Tall Herbs Grade 1	Area to river edge from Willes Rd to Mill Bridge and banks of boating lake, cut 18" high
8787	m ²	LEAFMUL	Leaf Mulching	Whole grassed area
9	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed to entrance off Mill Rd and Mill Bridge in short mown grass
20	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed to end of boat house
39	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed to entrance off Mill Bridge/Mill Rd to river bank up to play area fence
107	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed to bank of boating lake to rear of deck near to Millford Court
138	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed to boating lake, bank nearest to river
157	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed outside play area nearest river
157	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub beds in play area, 5 in total

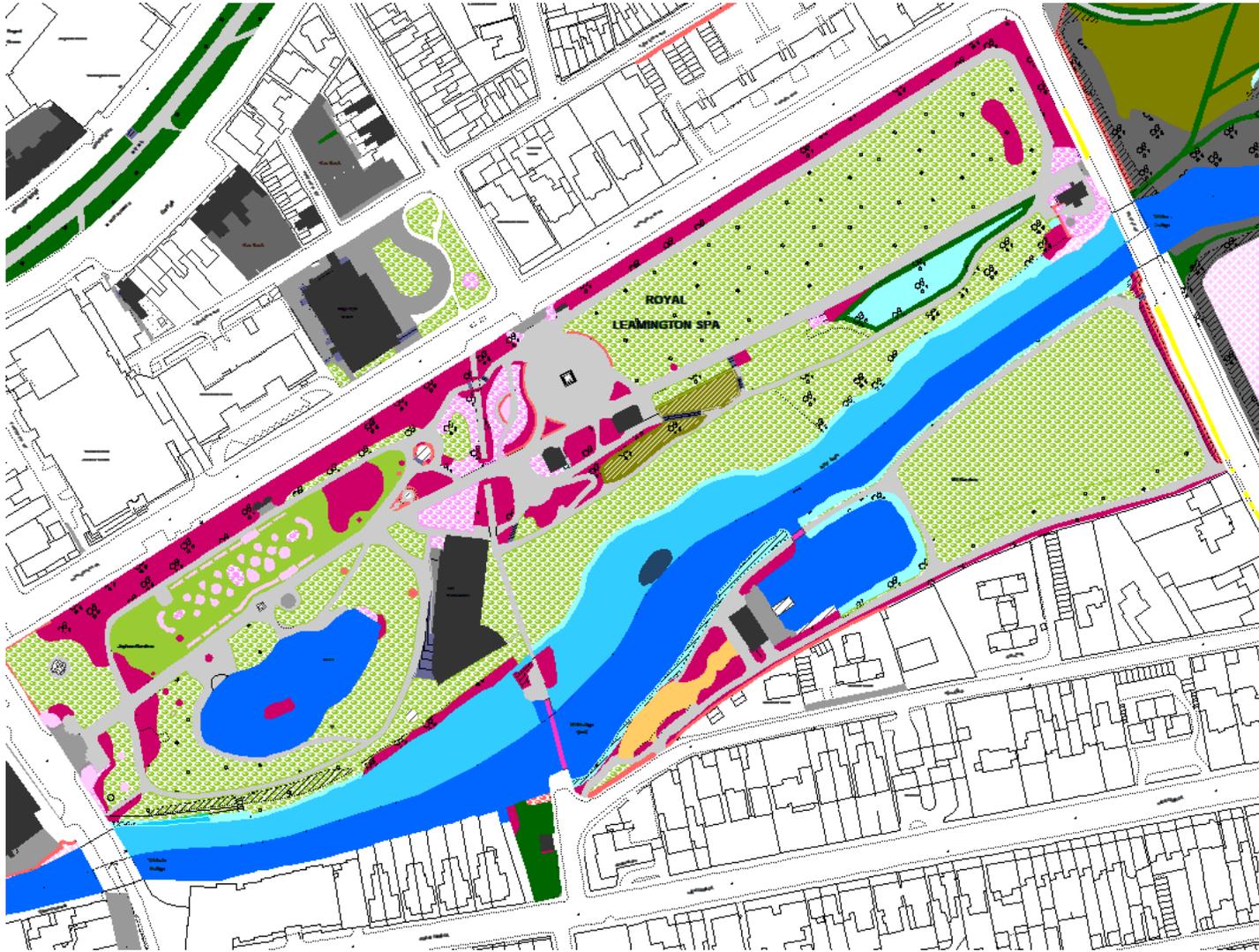
Size	Size	Type	Type	Detail
184	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed outside play area nearest to Mill Rd
228	m ²	SHRUB1	Shrub - Ornamental Bed	Beds to river bank upstream of channel to boating lake, 2 off
326	m ²	SHRUB1	Shrub - Ornamental Bed	Shrub bed on Willes Rd bank from river bridge to vehicle gate, 2 beds
732	m ²	SHRUB1	Shrub - Ornamental Bed	Long shrub bed from Willes Rd vehicle gate to Mill Rd vehicle gate

Maintenance

Type	Detail
GRORN1	Grass Ornamental Std1 – Cut and collect 20 times per annum and edge each cut. Hard edge 1 per annum
GRORN2	Grass Ornamental Std1 – Cut and fly 20 times per annum and edge each cut. Hard edge 1 per annum
GRAM1	Grass Amenity Std1 – Cut and fly 10 times per annum.
GRMEAD2	Grass Meadow Std2 – Grass meadow pedestrian cut and remove. 1 per annum (July – August)
GRTH1	Grass Tall Herbs Std1 – Grass tall herbs, 1 cut per annum (Nov - Feb)
LEAFCOL	Leaf Collection – Remove leaves, 4 times per annum
LEAFMUL	Leaf Mulching – Mulch leaves on grass areas, 6 times per annum
FLWRBED	Flower Bed – Plant and remove 2 times per annum. Maintenance visits 20 times per annum. Water 35 times per annum
SHRUB1	Shrub Bed Std1 – Prune 6 times per annum. Weed 12 times per annum No herbicide treatment.
HERB1	Herbaceous/Sustainable Beds – Maintenance visits (pruning and weeding) 10 times per annum. Monthly intervals
AMENHEDGE	Amenity Hedges – Cut 2 times per annum (Jun/Jul & Sept/Oct)

Type	Detail
TOPBOX	Topiary – Cut topiary 1 time per annum (Sept)
BOXHEDGE	Box Hedging – Cut box hedging 2 times per annum (May/Jun & Aug/Sept)
EGGS	Treat Canada Geese Eggs £ times per annum (Apr onwards)
ORNLAKE	Ornamental Lake – Barley straw booms 2 times per annum (Mar & Oct). Breaking ice in winter.
STRAW	Straw for Nesting – provide straw for swan nesting 1 per annum (Feb-Mar)
WATBOD1	Water Bodies – Check flow of water 12 times per annum (Monthly) Cut bankside veg. 1 per annum (Jan-Feb)
BIRDBOX	Bird Boxes – Check and record finding 1 per annum. (Nov)

Jephson Gardens and Mill Gardens Grounds Maintenance Spec



Appendix E: Condition Audit

As of January 2016, the Condition Audit is being updated by Property Services. As a result, the audit is in draft form and not yet complete. Below is a sample of the draft showing what can be expected from the final audit. The audit will assess the condition of all assets in the Gardens, set out maintenance costs required for Preventative Planned Maintenance over 5 years and maintenance costs over a 30 year lifecycle. A full version can be requested from the Green Space Team.

No	Condition	Definition	Priority level
P1	Poor	In need of immediate attention	P1 - Urgent
P2	Fair	Signs of reasonable wear and tear. Carry out maintenance sooner rather than later	P2 - Essential
P3	Satisfactory	Minor signs of wear and tear. Maintenance interval to limit further deterioration	P3 - Long Term
P3	Good	Future maintenance to be programmed to appropriate interval	P4 - Desirable

Five Year PPM and 30 Year Lifecycle Costs

PPM Category (5yr or 25yr Lifecycle)	Location	Description	Condition	Defect Description	Priority	Action	Unit	Rate	Cost
5yr PPM	Within park, along main path and some other areas	Hardwood	B - Satisfactory	Some reasonable wear and tear - reconditioned in 2015	N/A	N/A	N/A		

PPM Category (5yr or 25yr Lifecycle)	Location	Description	Condition	Defect Description	Priority	Action	Unit	Rate	Cost
25yr Lifecycle	Within park, along main path and some other areas	Hardwood	Lifecycle	Ongoing Maintenance	P3 - Long Term	Clean	Item	£50.00	£4,500
5yr PPM	Within park, along main path and some other areas	Type 1	B - Satisfactory	N/A	N/A	N/A			
25yr Lifecycle	Within park, along main path and some other areas	Type 1	Lifecycle	N/A	P3 - Long Term	Repair			
5yr PPM	Bridge 'No 1' Closest to Newbold Terrace - Formed over CC Mill Passage footpath running through park	Walls - Brick	C - Fair	Mortar joints eroded due water ingress/ wear and some movement due to tree roots	P1 - Urgent	Repair	Prov Sum	£1,200.00	£1,200
25yr Lifecycle	Bridge 'No 1' Closest to Newbold Terrace - Formed over CC Mill Passage footpath running through park	Walls - Brick	Lifecycle	Ongoing Maintenance	P3 - Long Term	Repair	M2	£25.00	£750

Appendix F: Preventative Planned Maintenance (PPM)

Site	Location	Area	Details	Priority	Date
Jephson Gardens & Glasshouse	Site	Site areas	Jet out underground drainage	Essential	Done 2017
Jephson Gardens & Glasshouse	External	All areas	External cyclical decoration (note costs include Very limited amount consisting only of hardwood entrance doors.)	Essential	Done 2018
Jephson Gardens & Glasshouse	Internal	All areas	Internal cyclical decoration (cost excludes steel frame)	Desirable	Part completed 2018
Jephson Gardens & Glasshouse	Internal & External	Glasshouse, internally & externally	Cyclical decoration of steel frame (specialist firm req)	Aspirational	Cleaned 2018

Site	Location	Area	Details	Priority	Date
Jephson East Lodge	External	All elevations of original building, but particularly the 2 sides of the flat roof extension to the rear.	Renew render where cracked/hollow	Essential	Done 2018
Jephson East Lodge	External	all areas	Ease and retouch decorations to previously decorated hardwood casement windows	Essential	Done 2018
Jephson East Lodge	External	All areas	External cyclical redecoration	Essential	Done 2018
Jephson East Lodge	External	All areas	Repoint verges	Essential	Done 2018
Jephson South Lodge	Site	Brick paviour path to rear of property	Investigate drainage as potential cause of sinking and renew brick paviments	Aspirational	2019
Jephson South Lodge	Internal	All areas	Internal cyclical Decoration	Essential	2019

Site	Location	Area	Details	Priority	Date
Jephson South Lodge	Internal	Inside face of external walls	Localised areas of plaster repair	Essential	2019
Jephson South Lodge	Internal	Head of bay window	Localised areas of plaster repair caused by water ingress	Essential	Done 2018

Appendix G: Bird & Bat Box survey results

Park	No.	Used	Bird	Status	Notes
Jephson Gardens	1	used	Tit	ok	
Jephson Gardens	2	used	Tit	ok	
Jephson Gardens	3	used	Tit	ok	
Jephson Gardens	4	used	Tit	ok	Bird & wasps nest
Jephson Gardens	5	used	Tit	ok	
Jephson Gardens	6	used	Tit	ok	2 eggs
Jephson Gardens	7	used	Tit	ok	
Jephson Gardens	8	used	Tit	ok	
Jephson Gardens	9	used	Tit	ok	1 egg
Jephson Gardens	10	used	Tit	ok	
Jephson Gardens	11	Not used	Tit	ok	
Jephson Gardens	12	used	Star	ok	1 egg
Jephson Gardens	13	used	Tit	ok	4 dead chicks
Jephson Gardens	14	used	Tit	ok	
Jephson Gardens	15	used	Tit	ok	
Jephson Gardens	16	used	Tit	ok	Dead chick
Jephson Gardens	17	used	Star	ok	
Jephson Gardens	18	used	Tit	ok	
Jephson Gardens	19	used	Tit	ok	
Jephson Gardens	20	used	Tit	ok	
Jephson Gardens	21	used	Bat	ok	
Jephson Gardens	22	used	Bat	ok	Bird droppings
Jephson Gardens	23	used	Bat	ok	
Jephson Gardens	24	used	Tit	ok	Box very wet
Jephson Gardens	25	used	Tit	ok	
Jephson Gardens	26	used	Bat	ok	
Mill Gardens	1	used	Tit	ok	
Mill Gardens	2	used	Tit	ok	
Mill Gardens	3	used	Tit	ok	