

ACTION PLAN

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ACTION PLAN

This section sets out the programme which will be carried out to meet the management aims and objectives for Abbey Fields. It lists each management objective, how each will be achieved and who is responsible for achieving them with WDC Green Space Team having an input and awareness on all the actions although not necessarily leading on each one. Where appropriate a timescale is given. The programme will be reviewed annually, and targets monitored to ensure timescales have been achieved.

In assessing the issues and formulating actions for managing the site as both a heritage resource and as an amenity for visitors we make reference to the guidance used by the Green Flag Award organisation as the principles on which they judge entrants for the award can be used as a benchmark national standard for the management of parks and green spaces in the UK.

Delivery timescales are defined as follows:

- **Short Term: Defined as delivery within 1-3 years**
- **Medium Term: Defined as delivery within 4-6 years**
- **Long Term: is defined as delivery within 7-10 years (all aspirational goals would fall in this category)**

For each essential action the following cost ranges have been used. However these are only estimates of cost and where TBC is included a qualified quantity surveyor would need to be appointed to provide more detailed costs when actions are taken forward for implementation:

- **Low: <£1,000**
- **Low-Medium: £1,000-£2,000**
- **Medium: £2,000-£10,000**
- **Medium-High: £ 10,000-£50,000**
- **High: £50,000-£100,000**
- **Major: >£100,000**
- **TBC - Cost to be determined by further feasibility studies**
- **N/A - Not applicable**
- **CWEB - Covered within existing budgets**

The site has been broken down into 6 distinct activity zones as identified within the Abbey Fields Zones (Section 2). These include:

- **Car Park**
- **Area 1 Church & Abbey**
- **Area 2 Northern Bank**
- **Area 3 Lake**
- **Area 4 South Brook**
- **Area 5 Hillside**
- **Area 6 Play & Leisure**

A Welcoming Place

Aim: Positively welcome people into the Fields, in terms of both physical and social access whilst balancing the need to provide a sanctuary for wildlife in their natural habitats and site's heritage (Scheduled Ancient Monument)

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
1	Areas 1-6	6d, 6y 7a-e, 7g-l, 7n	Rationalise signage to remove clutter and to create cohesively designed welcome, interpretative and directional signage at all entrances of the Fields. Provide directional and informative signage within and towards Abbey Fields. Signage to welcome and advertise the green space outside of the Fields but also to encourage positive engagement with the Fields through educational and historical information. Limit rules to an information source such as QR code/website link.	<p>Maintain and clean existing signage until new signs are installed. Maintain and clean all new signage when installed.</p> <p>Instruct sign designers to undertake an analysis of Abbey Fields and link in with waymarking strategy undertaken by Kenilworth Town Council. Implement cohesive new signage throughout the Fields in line with Design Guide and ensure signage is in visible and accessible locations.</p> <p>Ensure all rules and byelaws remain accurate and accessible electronically.</p> <p>Apply for Brown Signage to advertise and direct to Abbey Fields and/or provide vehicle signage to Abbey Fields (and not just the car park).</p> <p>Remove fly signage and ensure relevant notices are presented well within the noticeboards. Identify contact information for noticeboards for permissions for notices.</p> <p>Notice boards to be used effectively with positive news and events information only with reduction of 'don't' posters or bylaw information. Posters to be regularly updated and refreshed to avoid bleaching by sunlight.</p>	As required 4-6years	Green Space Team, Rangers, Church.	£10,000- £50,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<p>Ensure that St Nicholas Church signage is respectful of and complementary to the Design Guide.</p> <p>Consider consolidating noticeboards for St Nicholas Church, Fields and FOAF, to limit number of noticeboards to avoid confusion and to encourage positive relations between all stakeholders.</p> <p>All primary entrances to receive substantial improvements for welcome signage, interpretation, waymarking (where appropriate) and wayfinding.</p> <p>All secondary entrances to be accessible and have smaller scale welcome signage.</p> <p>All interpretation in line with the Design Code and subject to consent and agreement by Historic England</p>			
2	Areas 1-6	6e, 6f 6h 6k 6n, 6z 6aa	Commitment to providing equality of access and ensuring that the Fields and built structures are accessible to all and compliant with the Equality Act 2010 and BS8300-1:2008 Design of an accessible and inclusive built environment, Part 1:	<p>Ensure surfaces are stable, level and obstruction free through maintenance with good access to facilities. Refer to the access audit (Section 8).</p> <p>Widen paths to allow where possible for two wheelchairs to pass adequately particularly on proposed wheelchair accessible route.</p> <p>Review all entrances, widen where possible and replace access barriers with bollards to provide safe access for wheelchair, mobility scooters and prams.</p>	Ongoing 4-6 years 4-6 years	Green Space Team, Asset Team.	TBC

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
			External Environment Code of Practice	<p>Consider discrete advisory notices of suitability for wheelchair use at entrances. Wheelchair accessible routes clearly identifiable.</p> <p>Consider alternative options for access into the main Drive to improve pedestrian permeability.</p> <p>Consider changing A-frame gate at Church Walk to timber gate to improve the aesthetics of the Fields entrance.</p> <p>Provide minimum of 2 wheelchair accessible/friendly picnic benches within the play & leisure zone with paved access.</p> <p>Undertake erosion control/repair measures to all benches ensuring they are set within hard surfacing to reduce erosion. Repair erosion hotspots around benches to ensure all benches are at the correct seating height and there are no trip hazards. Use of geocell matting or other suitable material where hard surfacing is not appropriate.</p> <p>Ensuring that stepped access to rear of bus shelter on Abbey Hill is in accordance with DDA and has appropriate handrails to enable safe access. Handrails to be considerate to design guide.</p>	<p>4-6 years</p> <p>7-10years</p> <p>4-6 years</p> <p>1-3years</p> <p>1-3years</p> <p>1-3years</p>		
3	Car Park	6a 6b 6bb	Provide safe and accessible parking.	Improve the setting of existing car park and improve permeability for pedestrians by:			£10,000-£50,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<ul style="list-style-type: none"> - Removal of non-essential clutter at car park entrance to improve the overall entry experience. - Ensure new parking signage is clean, simple and recessive to Abbey Fields welcome signage - Consideration to replace chains with additional bollard infrastructure as per Design Guide to improve aesthetics and pedestrian permeability <p>Undertake separate design study to improve access for vehicles and pedestrians at Abbey Fields Car Park</p> <p>Consider the provision of a separate pedestrian footway from the car park to Main Drive. Improve car park entrance.</p> <p>All car park furniture to be in accordance with Fields Design Guide.</p>	<p>1-3years</p> <p>4-6years</p> <p>4-6years</p> <p>4-6years</p>	Green Space Team, Asset Team	
4	Areas 1-6	6y	Work effectively with access related partners.	<p>Undertake the following reviews:</p> <ul style="list-style-type: none"> • An annual review of footpaths and accessibility covering yearly schedule of works to widen, repair and maintain footpaths, identified within the MMP Section 8. Review to be undertake between WDC and contractors. • A 5 year review of the Fields path infrastructure to review issues not currently identified within the management plan for example, new areas of erosion requiring hard surface, new path requirements, major repairs, bridge replacement. Review to be undertaken with Warwick District Council (WDC), Kenilworth Town 	<p>Ongoing</p> <p>4-6years</p>	Green Space Team, Asset Team and other partners.	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				Council (KTC) and Warwickshire County Council Highways (WCC), Environment Agency, Sustrans (if applicable) and Historic England.			
5	Area 6	10c, 10d	Improve toilet provision.	Provide improved toilet facilities as part of the Leisure Centre development.	1-3years	Leisure, Tourism and Culture	N/A
6	Areas 1-6	6i	To improve pedestrian safety to and from Abbey Fields across key transport routes. To create safe, sustainable connections between key tourist attractions within Kenilworth	Undertake a Traffic Management Review to consider and implement, in partnership with others such as English Heritage, traffic safety measures to reduce the conflict between moving traffic on busy main roads and pedestrians accessing and egressing the Fields via Kenilworth Castle and the Town Centre. Particular emphasis on Castle Road, Rosemary Hill and Abbey Hill.	1-3years	Warwickshire County and Warwick District Council Highways and Transport department English Heritage Green Space Team, English Heritage, WCC Transport Planning.	£10,000-£50,000
7	Areas 1-6	1e 1t 10a 10e	Further opportunity to reconsider cycling on routes to and through the Fields	Consult with Sustrans, Warwickshire County Council Transport Planning to consider potential cycle routes through and/or around Abbey Fields that connects with existing off road cycling provision through Kenilworth. And	1-3years	Green Space Team, WDC Sustainable Travel Project Officer –	TBC

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				consider mitigation measures to restrict cycling to only the proposed Sustran's entrances, should this be implemented.		Development Services, WCC Transport Planning	
8	Areas 3-6	1i 4c 4e 4oo 5b 5f 5r 5u 6s	To reduce erosion of the brook embankments and lakeside caused by dogs, pedestrians and water movement	<p>Provide educational signage to dog owners specific to bank erosion, wildlife protection and the law, breeding seasons, and safety and the need for fencing.</p> <p>Formally create the identified interactive areas for dogs and pedestrians to access/egress Finham Brook to limit damage elsewhere. Fence areas of Finham Brook with estate type fence with stock proof mesh between the access area at Castle Road and the second bridge at the Leisure Centre.</p> <p>Continue to sympathetically fence sensitive locations and repair and maintain existing fences around the lake to restrict access for dogs and pedestrians and encourage use of beach locations with simple positive signage.</p> <p>WDC Green Space Team to carry out additional survey to assess the extent of undercutting to the path from Castle Road Entrance to the Leisure Centre. Replace timber log piles and decked feeding station with a larger solid feeding station with more substantial engineering measures for a permanent solution to undercutting at the lakeside. EA to be consulted. To be considered as part of redesign of area with the Leisure Centre improvements.</p>	1-3years	Green Space Team, Asset Team	£2,000- £10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
9	Areas 1&6	7k	Assess the lighting adequacy of the pedestrian entrance to Leisure Centre from Church Walk, the car park the church and Main Drive	<p>Undertake an ecologically sensitive lighting review of the key locations to determine</p> <ul style="list-style-type: none"> a) the need for additional lighting b) the types of lighting suitable for this location based on the ecological and historic sensitivities c) Opportunity for sustainable, solar powered lighting <p>Undertake a separate consultation to key stakeholders.</p> <p>Prepare an implementation strategy, if required, for the additional lighting requirements.</p> <p>Ensure all lighting columns are complementary to the Design Code.</p>	4-6years	Green Space Team, Asset Team	£2,000-£10,000
10	Areas 1-6	5ff 6m 6n	Enhance all footways to improve their ease of access, for a consistent appearance, to improve stability and to remove current significant erosion.	<p>Widen paths where required to control erosion.</p> <p>Resurface all paths throughout Abbey Fields for consistency of appearance. Potential to have decorative surfaces for more sensitive locations such as Church & Abbey zone following review of surface finishes at Kenilworth Castle. Consider replicating around the Abbey and Church to enhance the quality and stabilise the pathways around these buildings.</p> <p>Introduce new paths at desire lines around the Lake and the Barn Museum.</p> <p>Consider surfacing desire lines through more sensitive areas such as woodlands.</p>	<p>4-6years</p> <p>7-10years</p> <p>1-3years</p> <p>4-6years</p>	Green Space Team, Asset Team	TBC

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<p>Consider use of tree root protection cell pathways or tarmac footpaths, directional fencing, management of vegetation and improved drainage to control erosion creep particularly at Castle Road entrance in South Brook zone.</p> <p>Consider introduction of erosion control measures such as geocell matting, rotational erosion repair/control measures across Abbey Fields to allow recovery of key locations. Where appropriate consider use of tarmac.</p>	<p>1-3years</p> <p>4-6years</p>		
11	Areas 1 and 6	6o 6t	Improve the quality of the welcoming experience and natural light into the Church and Abbey ruins through tree management and maintenance	On an annual basis during summer undertake a check of natural light levels and access around mature trees within Church & Abbey zone. Remove epicormic growth. During winter, if required, considerately crown lift and manage identified trees to improve light levels and the welcoming experience as well as reduce debris to surfaces and historic structures.	1-3years	Green Space Team, WCC Forestry	CWEB
12	Areas 1-6	1f 1p 6c 6g 6aa 6ee 7q	Provide attractive, educational and well way-marked routes for pedestrians.	<p>Create a series of circulation routes for visitors of all abilities to experience points of interest within the Fields. This could include:</p> <ul style="list-style-type: none"> • <u>Heritage Walk</u> promoting key points of historic interest, association with surrounding historic infrastructure, historic events, linking to new historic lecterns and KTC Heritage Trail. • <u>Wildlife walk</u> to encourage appreciation of local wildlife of the lake, meadows and woodlands, linking to KTC Nature Walk. • <u>Wheelchair routes</u> to encourage safe, interesting, pleasant and accessible routes through the Fields and historical infrastructure where possible. 	7-10years	Green Space Team, KTC, WCC Rights of Way	£50,000- £100,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<p>Ensure that these routes are clearly identified, are waymarked where necessary following the Design Guide and where appropriate form part of KTC's wayfinding strategy.</p> <p>Provide leaflets within the Leisure Centre and Kenilworth Abbey, as well as consideration of the use of QR codes to a specific map of the Fields.</p> <p>Ensure that the long distance Centenary Way is clearly waymarked through the Fields</p> <p>Ensure that all finger posts are clear, concise and provide relevant information in relation to the Fields, what it offers and other destination areas within Kenilworth, tying in with KTC's Wayfinding strategy.</p>			
13	Areas 1-6	10f	To provide sustainable links to the wider green infrastructure of Kenilworth Castle, Countryside, Castle Farm and Kenilworth Common	<p>Work with KTC alongside their Wayfinding Strategy to ensure key locations are included and to identify and implement new potential sustainable links and walkable routes to/from Abbey Fields.</p> <p>Manage and improve existing vegetation to maintain these important wildlife corridors between the sites.</p>	7-10years Ongoing	Green Space Team, KTC	£10,000- £50,000

Healthy Safe and Secure

Aim: To ensure a healthy, safe and secure experience for Fields users

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
14	Areas 1-6	4c 4e 4i 4dd 4hh 6s 6w 7l 8d	Ensure health and safety policies and risk assessments are in place, in practice and reviewed.	<p>Carry out health and safety risk assessments of all Fields structures and infrastructure, lake margins, brook embankments, bridge parapets, soft landscape areas and trees. (This list is not exclusive and should be added to.)</p> <p>Undertake repairs or replacements as detailed within the assessments in order of severity.</p> <p>Deliver recommendations on completed ROSPA reports for the lake/brook.</p> <p>Carry out tree safety inspections and keep an up-to-date record. Ensure any tree requirements are undertaken in order of severity with appropriate permissions in place where required.</p>	<p>1-3years</p> <p>1-3years</p> <p>1-3years</p>	<p>Green Space Team, Asset Team</p> <p>Green Space Team, WCC Forestry</p>	CWEB
15	Area 6	6w	Ensure play facilities and associated equipment/infrastructure are safe to use.	<p>Weekly recorded checks and consider daily if required.</p> <p>Annual independent inspection</p> <p>Ensure damaged or defective play equipment and natural play features are repaired and replaced swiftly to encourage positive use of the play space. Deliver recommendations on completed ROSPA reports for play.</p> <p>Consider providing notices of likely date for impending repair should play equipment be subject to parts delays, to manage public expectations.</p>	1-3years	Green Space Team, The Play Inspection Company, GM contractor	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
16	Area 6	6cc 6dd 9d	Ensure young visitor's aspirations for play experience are catered for.	<p>Undertake a review of the play facilities in the Fields. Determine future aspirations, objectives, design and management. Potential to upgrade and improve the children's play areas to incorporate more natural play and explore shared opportunities for the use of the Pavilion for example Snack Shack and/or Seasonal wildlife/educational/art exhibitions. Consider children/youth consultation exercise.</p> <p>Consider a trial of the provision of informal, removable/moveable goal posts to encourage positive use of the open space adjacent to tennis courts. Awareness of flooding and events conflicts. Removal of posts is necessary at certain times.</p>	<p>4-6years</p> <p>1-3years</p>	Contractor and WDC Green Space Team	TBC
17	Areas 1-6	1y 6cc 7o 9d 10c	Ensure all visitor's aspirations for healthy activities and wellness experiences are catered for	<p>Upgrade tennis courts and fencing in alignment with the Final Playing Pitch Strategy Assessment Report June 2019 to ensure that the tennis courts meet the expected population growth within Kenilworth.</p> <p>Consider introduction of outdoor gym or extend the trim trail to include more activities to encourage healthy outdoor active use for all ages.</p> <p>Provision of high-quality cycle parking to encourage sustainable, healthy travel to the Fields.</p> <p>Consider creation of:</p> <ul style="list-style-type: none"> • <u>Health Trail</u> for active use of Abbey Fields connecting to external green routes 	<p>1-3years</p> <p>4-6years</p> <p>1-3years</p> <p>4-6years</p>	Green Space Team, Leisure, Tourism and Culture, WDC Sustainable Travel Project Officer – Development Services	£100,000 +

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<ul style="list-style-type: none"> <u>Wellness Trail</u> through more peaceful and relaxing locations within the Fields <p>Ensure that these routes are clearly identified, are waymarked where necessary following the Design Guide.</p> <p>Provide leaflets within the Leisure Centre and Kenilworth Abbey, as well as consideration of the use of QR codes to a specific map of the Fields</p>			
18	N/A	N/A	Ensure all plant equipment and maintenance machinery is safe	Regular servicing of equipment checks on machinery Appropriate staff training	Minimum annually Daily As required	Contractor	CWEB
19	Areas 1-6	N/A	Have procedures in place for events such as emergencies, fire procedures and first aid.	Ensure qualified first aider is on site and that the person is known to be so.	1-3years		CWEB
20	Areas 1-6	4t	To encourage positive dog owner responsibility within the Fields	Use of positive educational signage to encourage dog owners to keep dogs in close contact and to manage waste with every exit having bins for disposal of waste. Bylaws to be QR coded to reduce negative signage.	4-6years	Rangers having Enforcement Powers	CWEB
21	Area 3	4s	Manage the feeding of birds to reduce rat infestation	Clearer educational signage at the duck feeding station to encourage feeding of wildfowl only if birds are hungry, and explanation of the risks to wildlife if food is left uneaten, with arrival of unwanted pests.	1-3years	Green Space Team	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
22	Areas 1-6	6y 10e	Increase the sense of safety and security in the Fields	<p>Ensure signage provides advice on who to contact in event of emergency or safety issue including grounds staff.</p> <p>Grounds Maintenance staff are provided with training in public liaison, first aid & security measures. Make sure they have a recognised uniform and sign written vehicles.</p>	1-3years	Green Space Team, GM contractor	CWEB
23	Areas 1-6	6y 10e	Liaise with local police to address crime issues and problems at the local level	<p>WDC to work closely with police, PCSOs and WDC Rangers. Maintain the visibility of WDC Rangers presence in the Fields</p> <p>Advertise the presence of police patrols on notice boards or social media.</p> <p>Consider implementing a PCSO or WDC Rangers 'surgery' at regular intervals to be held at the Swimming Pool Café or Playground Pavilion</p>	4-6years	Green Space Team, WDC Health and Community Protection, Rangers, Police	CWEB
24	Areas 3-6	5g 5t 5u	Additional management of Lake and Brook Margins to enhance public safety	<p>Consider use of posts with chains to close paths when there is a high flood risk.</p> <p>Water safety notices that inform of no swimming, fencing of marginal areas and contact details as well as flood closure of paths.</p> <p>Notices to encourage the positive engagement with the lake re dog & pedestrian access + location for duck feeding.</p>	<p>1-3years</p> <p>1-3years</p> <p>4-6years</p>	Green Space Team	£2,000

Well maintained and clean

Aim: To provide a well maintained and clean Fields

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
25	Areas 1-6	7f 10f	Ensure that the Fields is kept clean and litter free.	<p>Target response times, incorporate recycling, and adhere to specification for emptying bins.</p> <p>Cleaning of the outside of bins to make them more appealing to use, and replacing liners as and when required. Consider involving 'community payback' schemes to undertake this task. Suggest twice per year</p> <p>Replace all bins consistent with the design code. Remove all dog bins, ensuring waste bin is available as replacement and undertake a bin review to rationalise number of bins within the Fields.</p>	<p>Daily</p> <p>1-3years</p> <p>4-6years</p>	Green Space Team, GM contractor	<p>CWEB</p> <p>£10,000-£50,000</p>
26	Areas 1-6	N/A	Have procedures in place to deal with vandalism and graffiti.	Respond to acts of vandalism/graffiti	Within 48 hours or immediately if offensive.	Green Space Team, GM contractor	CWEB
27	Areas 1-6	2e 4k	Grounds maintenance to be delivered to the highest standard throughout the Fields with consideration to specialised items of grounds maintenance carried out by Contractor	<p>Carry out all maintenance in accordance with the maintenance schedule.</p> <p>Carry out regular inspections to ensure work is of a high standard. Ensure that all staff working at Abbey Fields are aware of the content of the management and maintenance plan.</p>	<p>As required</p> <p>Ongoing as part of new staff induction process</p>	Green Space Team, GM contractor	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
28	Areas 1-6	7j 7p 8b 8b 8c	Ensure structures are maintained to a high standard.	<p>Carry out all maintenance in accordance with the Preventative Planned Maintenance (PPM) schedule as outlined in Built Structure Section 10.</p> <p>Undertake repair and refurbishment of the play area pavilion and the bus shelters on Abbey Hill and Rosemary Hill/Bridge Street. Regular inspections required for graffiti and vandalism.</p>	As required by the schedule	Green Space Team, Asset Team	CWEB £10,000-£50,000
29	Areas 1-6	6o	Ensure paths are clear of leaf litter and debris	Carry out regular path cleaning in hot spots under tree canopies, to remove debris and leaf litter. Particular locations are around Abbey/Church and Hillside zones.	Ongoing	Green Space Team, GM contractor	CWEB
30	Area 6	10c	Maintain Tennis Courts at Abbey Fields (5 Court System)	<p>Monthly maintenance of Tennis Courts to keep clear of leaf litter and free of moss and lichen.</p> <p>Repair any damage to fencing</p>	1-3years	Green Space Team, GM contractor	CWEB
31	N/A		Ensure staff involved in Abbey Fields are provided with training and career development in horticulture, landscape and ecological management, environmental issues & principles of sustainability	<p>Staff appraisal, staff CPD & training development plan.</p> <p>Training of WDC Green Space Team to ensure continuity of knowledge/expertise of wildlife and ecology.</p>	Annually	Contractor Green Space Team, GM contractor	CWEB Contract requirement
32	Areas 1-6	7l	Maintain consistency in site furniture and equipment design to	Refer to the Design Guide for the Fields that responds to the 'Natural Character' of the Fields. This would be especially aimed at infrastructure other than buildings including	4-6years	WDC Green Space Team	TBC

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
35	Areas 3-6	1n 5i-q 5v-5ee 5gg-5kk	Alleviate flooding issues near Castle Road Reduce avoidance erosion caused by wet spots	Potential measures to be highlighted in Hydrology Study (Section 7). A more detailed hydrology survey would be required for the Fields that considers opportunities for SuDS. Manage localised wet spots with small swales or suitable drainage on the Fields particularly around busy entrances at Castle Road entrance at South Brook zone, low points at Hillside and South Brook and drainage of Main Drive and the Car Park. Consider the requirements in relation to potential archaeology.	4-6years	Green Space Team, Asset Team	£10,000- £50,000
36	Areas 1-6	1o	Strive to attain and maintain a Green Flag Award for quality.	Complete Green Flag Award application January 2023	4-6years	Green Space Team supported by stakeholders	CWEB

Environmental Management (Sustainability)

Aim: To improve the environmental quality and sustainability of practices carried out in the Fields

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
37	Areas 1-6	4z 10f	Continue Abbey Fields reduced pesticide and fertilizer policy on the fields	<p>Maintain reduced pesticide and fertilizer use on the fields. Review policy for maintaining reportable weeds on the Fields (including Japanese Knotweed / Himalayan Balsam) wherever possible maintain using cultural means. Reduce herbicide use where possible and look at alternative options of unwanted vegetation control.</p> <p>Continue to support FOAF with the Balsam Bash of Finham and Luzley Brook. Increase levels of communication with surrounding landowners to reduce seed transmission.</p>	Ongoing	Green Space Team, FOAF	CWEB
38	Areas 1-6	1s 10f	Encourage waste recycling	<p>Review potential locations and provide green waste recycling / capability within Abbey Fields and ensure staff are aware of policy.</p> <p>Include recycling requirement within operating specification for restored Playground Pavilion.</p> <p>Consideration of separate bins at key locations for recycling and general waste in accordance with design code and in accordance with agreed Waste Management Contract.</p>	4-6years	Green Space Team, Contract Services Manager	£2,000-£10,000
39	Areas 1-6	1l 2e 2g 11g	Employ and develop management and maintenance practices to promote biodiversity	Develop programme of active management for the Meadows / Acid Grassland / Lake Margins / Field Margins	4-6years	Green Space Team, GM contractor, FOAF, Church	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<p>Opportunity for staff training and working with charities such as Butterfly Conservation and RSPB to improve the quality of the meadows on the Fields.</p> <p>Continue to engage FOAF & St Nicholas EcoChurch in conservation management activities e.g. Managing and monitoring acid grassland</p>			
40	Areas 1-6	10f	Ensure sustainability in management	<p>All capital works should be assessed for sustainability impacts and efforts should be made to “close the loop” with regard to reuse or recycle of existing materials where possible e.g. Leisure Centre Development.</p> <p>Consider replacement of annual plants around the war memorial with permanent planting including perennial, shrub and bulb planting with high nectar value.</p> <p>Monitor and replace plants within perennial borders of the car park and bus shelter, if required.</p> <p>Explore further opportunities for high nectar value perennial planting within the Fields as well as part of the Leisure Centre development</p> <p>Extending ‘Crocus Walk’ from Abbey Hill to continue around Rosemary Hill</p>	<p>Ongoing</p> <p>1-3years</p>	Leisure, Tourism and Culture, Green Space Team, FOAF	<p>CWEB</p> <p>£1,000-£2,000</p>
41	Areas 1-6	1a 1j 10f	Keep pollution to a minimum and be energy and water efficient.	Adhere to WDC Climate Emergency statement in operations.	Ongoing	Green Space Team, GM contractor	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				Under terms of new GM Contract, ensure contract becomes carbon neutral by 2025.			

Biodiversity, Landscape and Heritage

Aim: Maintain and increase the diverse mosaic of habitats within the Fields. Maintain the historic built and landscape character whilst increasing awareness and understanding of the sites rich heritage.

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
General							
42	Areas 1-6	1a 1b 1c	Use existing statutory legislation to protect the site and its historic and ecological status	Be aware of legislation which is applicable to the site and its elements, including its heritage, landscape and ecological significance	Ongoing	Green Space Team and other Statutory Undertakers	CWEB
43	Areas 1-6	4a 6q	Ensure appropriate management of natural features, wildlife and flora, landscape features, buildings and structures.	<p>Ensure all maintenance is carried out according to the maintenance schedules (Section 4).</p> <p>Potential to introduce educational days/events for the use of traditional skills such as Scything with Friends of Groups.</p> <p>Monitor and manage bramble in accordance with 1 in 5 year rotational maintenance</p>	As required by the schedule	Green Space Team and other Statutory Undertakers	CWEB
44	Areas 1-6	3i	Maintain key views from within the site	Management of the Spinney next to the Lake by the Leisure Centre in accordance with the maintenance schedule to maintain key views of the Lake.	As required by the schedule	WDC Green Space Team	CWEB
45	Areas 1-6	8a 8b 8e	Protect the fabric and historical integrity of the Fields	Undertake surveys as identified within Built Structure Section 10, and undertake process for maintenance of the PPM with due regard for Scheduled Monument and Listed Building Status.	As required by the schedule	WDC Green Space Team Green Space Team, WCC Forestry	CWEB
46	Areas 1-6	8e 11a	Ensure that all Abbey Fields visitors gain a general awareness of the	Develop an Abbey Fields Heritage Project Activity Plan with key Statutory and Community stakeholders to feed into possible future funding.	4-6years	Green Space Team	£2,000-£10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
			Fields landscape and natural heritage with the target of raising the level of awareness and value placed by users on heritage.				
Ecology							
47	Areas 1-6	7q 9c	Provide ecological and biodiversity information for visitors including historic land management practices.	Update and provide seasonal ecological interpretation within the Play Pavilion Provide wildlife interpretation panels around the Lake, meadow areas (particularly where targeted for specific species), rain garden and also identify veteran trees.	4-6years	Green Space Team, Friends of Abbey Fields Statutory Undertakers Middlemarch Warwickshire Wildlife Trust Green Space Team, Friends of Abbey Fields Statutory Undertakers Middlemarch Warwickshire Wildlife Trust	£10,000-£50,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
48	Areas 1-6		The Fields contains diverse wildlife habitats including acid grassland, mature and veteran trees, small woodlands, hedgerows and margins. The nature conservation values found throughout the site will be conserved and enhanced	Management should seek to contribute towards Local and Regional (BAP) Objective and Local Biodiversity Action Plan (LBAP) The Wildlife Trust.	Ongoing	Green Space Team, Warwickshire Wildlife Trust	CWEB
49	Area 4	4m 4n 4o 4kk 4ll	Maintain and extend acid grassland extents	Continue to manage acid grassland with appropriate cutting regimes, removal of arisings and removal of encroaching seedling trees. Make reference to the baseline conditions and recommendations within the Abbey Fields Walk Over and Phase 2 Ecology Survey (Middlemarch)	Ongoing	Green Space Team, GM contractor	CWEB Idverde Small Works Team
50	Areas 4-5 Potential Area 2	4p-4r 4kk 4ll	Areas for neutral grassland enhancement.	Areas of neutral grassland in South Brook to be enhanced through appropriate cutting regimes, scarification and sowing of wildflower seed mixes. Additional areas could include Northern Bank.	Ongoing	Green Space Team, GM contractor	CWEB
51	Areas 1-6		Provide an Ecological Monitoring Strategy within the Fields	Develop a targeted and realistic Ecological Monitoring Strategy in consultation with local community and voluntary groups to ensure collection of monitoring data which can usefully inform management activities whilst also providing opportunities for community engagement and education.	7-10years	Green Space Team and all interested groups	£2,000-£10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<p>Target species could include birds, bats, grassland invertebrate surveys (acid and neutral), aquatic invertebrate surveys, and lepidoptera (butterflies and moths). This would build on existing monitoring activities</p> <p>Groups to involve include Friends of Abbey Fields, Warwickshire Bat Group, Warwickshire Butterfly Conservation, Warwickshire RSPB, Warwickshire Dragonfly Group, Warwickshire Flora Group, Warwickshire Mammal Group, West Midland Bird Club, Warwick Natural History Society, Warwickshire Amphibian and Reptile Group Warwickshire Wildlife Trust, Warwick and Leamington Bee Keepers</p> <p>Managing for Wildlife Initiatives https://www.warwickdc.gov.uk/info/20245/parks/223/local_wildlife</p>			
52	Area 3		Re-naturalise the Lake Margin	<p>Continue with the re-naturalising enhancements to the Lake and its management. Continue timber stakes and chicken wire with horizontal wires at intervals with coir rolls as required, surrounding future marginal planting to protect from waterfowl and allow establishment.</p> <p>Manage through coppice and removal of invasive tree species from surrounding reed beds and margins. Clearance should be carried out in tandem.</p>	7-10years	Idverde Small Works Team Green Space Team, GM contractor	£2,000- £10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
53	Areas 3-6	5a	Manage the hydrology within the Fields.	Manage the Fields brook channels including Finham and Luzley Brook to ensure no blockage or slowing of water flow including the removal of root ingress from mature trees, as per contract.	4-6years	Green Space Team, GM contractor	£2,000-£10,000
54	Areas 1-6	3h 4hh	Encourage dead wood habitat within the Fields	<p>Continue to retain standing dead wood, dead wood piles and leave felled tree trunks, where it does not conflict with health and safety concerns and does not form part of formal designed areas including tree avenues. This will help to encourage invertebrates, fungi and birds and conform with the 'Natural' character in keeping with parts of the Fields</p> <p>Potential to relocate rotting wood play structures from within the play area to suitable locations and replace with appropriate safe stepping and climbing logs.</p>	4-6years	Green Space Team, WCC Forestry	CWEB
55	Areas 1-6	3e 4j 4t 4z	Control and reduce non-native and invasive vegetation species	Sensitively manage and control the spread of invasive species	Ongoing	Green Space Team, GM contractor, FOAF	CWEB
56	Areas 1-6	3a 3j 4e 4l 4ii	Manage and protect veteran trees and continue historic management practices	Develop a Veteran Tree Strategy to include active management and protection of veteran trees. This could include the identification and survey of all veteran trees and consider the creation of individual management objectives for these trees within Abbey Fields for their proactive management	4-6years	Green Space Team, WCC Forestry	£2,000-£10,000
57	Areas 1-6	3c 3f	Plan future tree planting in reference to conservation research, aims and policies	<p>Prepare a tree planting programme for the next 10 years, to achieve:</p> <ul style="list-style-type: none"> Replacement of failed trees. 	4-6years	WDC Arboriculture Manager	£2,000-£10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<ul style="list-style-type: none"> With Historic England approval, appropriate succession planned and implemented tree planting over the next 10 years With Historic England approval, plant trees to re-establish the historic tree avenue from Bridge Street to the Leisure Centre. To be undertaken after Leisure Centre improvements and to consider the lighting review. 		Green Space Team, HE, GM contractor,	
58	Area 4-5	4m 4ll	Protect acid grassland from heavy trampling	<p>Investigate appropriate protection methods to detract visitors from the sensitive acid grassland.</p> <p>Suggest wildlife panels that identify these zones, their key wildlife benefits as well as encouraging people to look but not trample.</p>	4-6years	Green Space Team	£2,000-£10,000
59	Areas 4-5	4n-r 4kk	Maintain ecologically diverse grasslands	Sensitive grassland areas should receive specified treatment according to specialist ecological advice. Refer to Phase 1 and Phase 2 Habitat Surveys and Eco Grass maintenance schedule	4-6years	Green Space Team, GM contractor	CWEB
60	Areas 1-6		Carry out regular biodiversity monitoring	WDC Green Space Team to investigate partnership opportunity with GM contractor and their partnership with RSPB Ecology and local Wildlife Trust to conduct regular monitoring of habitats and flora and fauna in line with LBAP (Citizen Science and Living Landscape Project). FOAF to be encouraged and supported in their ongoing entomology surveys.	Ongoing	Green Space Team, GM contractor and all interested groups	TBC Specialist Fees

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
61	Areas 1-6	4l 4kk	Assess and address deficiencies in pollen and nectar sources.	<p>Develop a long term program to identify and address deficiencies of pollen and nectar sources at the Fields.</p> <p>Manage ivy in appropriate way to retain nectar value within later seasons</p> <p>Continue with programme of overseeding every 1 in 5 years to meadow areas.</p>	Ongoing	Green Space Team, GM contractor	£2,000-£10,000 CWEB
	Area 3	5 (a)	Continue to develop Lake Margin habitat restoration	Continue with the coir raft margins used to protect further bank erosion between Abbey Fields Lake	Ongoing	Green Space Team, GM contractor	£1,000-£2,000
Heritage							
62	Areas 1-6 Focus Area 1	8b 8e 11f 11h	Ensure that before any work is carried out on the site, a full assessment of the impact of the works on the archaeology and built structures of the site is carried out and assessed to comply with the appropriate legislation	Ensure that changes to the site or its components include a detailed survey of the site, including archaeology (Ground Penetrating Radar), surveys of ditches and walls, all heritage structures and an assessment of the impact of the change on the site and its significance.	4-6years	Historic England Green Space Team and/or proposed Abbey Fields Partnership Board	TBC, Specialist s Fees
63	Areas 1-6 Focus Area 1	8e 11g 11h	Provide further heritage protection and understanding of the landscape at Kenilworth	As a Scheduled Monument ensure the current GM Schedule is appropriate to the maintenance of the heritage features considered as part of the Conservation Plan update.	Ongoing	Idverde Green Space Team and/or proposed	TBC, Specialist s Fees

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
			Abbey Ruins and its components			Abbey Fields Partnership Board St Nicholas Biodiversity Group	
64	Areas 1-6	8b 8e 11d 11f 11g	Ensure widely distributed smaller historic features away from the Kenilworth Abbey Ruins are kept clear and accessible.	Conserve, enhance and reveal historic boundary markers and signage through vegetation clearance.	4-6years	Green Space Team and/or proposed Abbey Fields Partnership Board	TBC, Specialist s Fees
65	Areas 1-6	11f	Monitor and review the Conservation Plan (CP) to help ensure that the policies and actions reflect current knowledge of the site and its users	Consider update of the current Conservation Plan (2005) to include a Character Area based Assessment, GPR surveys, Earthwork mapping, and relevant maintenance prescriptions for heritage structures. Use new information and insights in reviews of the CP to ensure that the CP and the management policies therein reflect the latest available information	4-6years	Green Space Team and/or proposed Abbey Fields Partnership Board	TBC, Specialist s Fees
66	Areas 1-6	11e 11f	Increase the archaeological baseline knowledge	Forming part of the Conservation Plan review prepare an archaeological research agenda that could include mapping of archaeological sites, geophysics, building recording and archival research.	4-6years	Green Space Team and/or proposed Abbey Fields Partnership Board	TBC Specialist s Fees
67	Area 6	8b 10f	Restore the drinking fountain	Following further research restore or find alternative use for the drinking fountain located opposite the tennis courts.	4-6yerars	Green Space Team and/or proposed Abbey Fields	£2,000- £10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				Consider interpretation of this historic feature to improve its value within the Fields. Potential use as a centre of interpretation for The Fields.		Partnership Board	
68	Areas 1-6	8d 11g	Maintain sightlines to historic buildings and architectural eye catchers	Continue to carry out formal grounds maintenance to the curtilage surrounding historic structures and vegetation controlled around architectural eye catchers including The Barn Museum, Gatehouse, and visible archaeological remains.	Ongoing	Green Space Team and/or proposed Abbey Fields Partnership Board	CWEB
69	Car park and Area 6	8b	Seek opportunity to move or screen visually intrusive structures.	Screen inappropriate and unsympathetic late C20 building and structure accretions with native shrub plantings. Consider screening unsightly substation and amenity buildings within the car park boundaries and future substations to be located within the Fields.	4-6years	Green Space Team and/or proposed Abbey Fields Partnership Board	£2,000-£10,000
70	Area 1	1w 7p 10f 11b 11c	Review building adaption procedures to achieve quality and function Provision of electricity to heritage buildings	Review adaptation of existing heritage buildings. Existing heritage buildings, Gate House, Barn Museum and Play Pavilion should be considered in context and should strive for high sustainability and relate to the current and future functional needs. Consider request for electricity installation to the Barn Museum, Gatehouse and Play pavilion from the new substation being installed for the Leisure Centre Development.	4-6years	Green Space Team and/or proposed Abbey Fields Partnership Board	TBC Specialist s Fees

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
71	Area 1	1m 1x 11e 11i	All listed features and historic structures should be conserved, enhanced, presented and promoted to reflect the generations of people who have visited and lived near them working with Historic England and the updated Conservation Plan	Maintain all listed buildings and historic structures, allowing them to be visible and, where appropriate, physically accessible, including condition surveys every five years by an appropriate person. Link site interpretation to the Coffin of Geoffrey de Clinton project, which will eventually go into Kenilworth Castle.	4-6years	Green Space Team, Asset Team and/or proposed Abbey Fields Partnership Board	TBC
72	Area 1	11g	Improve and monitor biodiversity of heritage assets	Continue to increase biodiversity in areas where the heritage is less sensitive including the Churchyard Consider how the balance of heritage, biodiversity and amenity is managed.	1-3years	Green Space Team and/or proposed Abbey Fields Partnership Board	CWEB
73	N/A	8e	Create a partnership with stakeholders and Historic England	Consider and develop a Partnership Board between WDC, KAAC, KHAS with monthly meetings and an agreed vision. With the formulation of the Partnership Board, develop a Heritage Agreement with Historic England setting out what can be undertaken without Scheduled Monument Consent	4-6years	Green Space Team and/or proposed Abbey Fields Partnership Board	£2,000- £10,000
74	Areas 1-6	8c-8e 11a 11d	Improve procedures and points of contact between WDC and stakeholders	Development of a formal procedure for the PPM of the historic and non-historic structures that identifies when inspections are required, by whom, access of inspection reports (shared so all WDC officers involved in Abbey Fields	1-3years	Green Space Team, Asset Team and/or proposed Abbey Fields	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				<p>have access), and the process required to undertake these repairs.</p> <p>Consider creation of a formal procedure for reporting of faults on structures within Abbey Fields. This would include who to report to, and the internal procedures required to deal with this i.e. who is the point of contact?, does it need involvement from the Principal Conservation Officer?, does it require Historic England consent? Consider WDC webform for enquiries and issues.</p>		Partnership Board	
75	Areas 1-6	1v 8a 8b 8e 11h	Provide a cyclical programme for the built environment.	Develop a 20 year planned preventative maintenance program for Abbey Fields for maintaining the Fields buildings and infrastructure.	4-6years	Green Space Team, Asset Team and/or proposed Abbey Fields Partnership Board	TBC
76	Area 1	11d	Seek additional resources and funds for conservation and heritage enhancements	<p>Investigate other potential funding sources to support environmental and heritage enhancements including National Heritage Lottery Funding Feasibility Study, HS2 and CIL funding.</p> <p>Record WDC spend at Abbey Fields on repairs with the potential to match fund.</p>	Ongoing 1-3years	Green Space Team, and/or proposed Abbey Fields Partnership Board	TBC, Specialist's Fees
77	Areas 1-6	6t 7h 7i 7n 10c	Interpretation of Heritage to modern day	Consider improving interpretation of more recent heritage assets including bowling green pavilion, Lido development, 'park' formulation, lake development, the Fields part in WWI	4-6years	Green Space Team, and/or proposed	£10,000-£50,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				and WWII, to provide historical context of the formation of Abbey Fields as it is seen today.		Abbey Fields Partnership Board	
78	Areas 1-6	6t 6aa 7h 7i 7n 10c	Raise awareness of all aspects of the heritage value of the Fields	<p>Develop cohesive information panels to interpret the heritage value of the Fields.</p> <p>This can be achieved by preparing and implementing an interpretation plan for the Fields that will deliver better understanding and appreciation of the Fields heritage and social history.</p> <p>Ensure all historic lecterns are in locations away from trees, are accessible for all, and consistent in design in accordance with design code. Each information panel to deliver relevant and different information. See Design Guide</p> <p>Ensure small historical signage on Abbey Ruins is clean, legible, located where it can be read and is clearly visible. Panels set into the grass should ideally be on a raised plinth for better awareness and legibility. See Design Guide</p> <p>Replace plaques on buildings where they reference key dates and are of importance to those structures. In particular the Gatehouse. Check all other ruins have plaques restored where appropriate</p> <p>Improve access to key historic buildings on site. This includes physical access, but also times of access. Realise expectations of visitors and support volunteers. Consider</p>	4-6years	WDC Green Space Team, Building Services Team, and Stakeholders Green Space Team, and/or proposed Abbey Fields Partnership Board	£10,000- £50,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
				virtual tours of The Barn Museum and bringing together community groups to offer a united volunteer resource.			
79	Areas 1-6	11e	Provide readily accessible and widely distributed interactive information on Abbey Fields	<p>Explore technical vehicles for delivering site interpretation such as PDA/ smart-phone/ tablet Apps to provide visitors with a greater understanding of the site's history and importance.</p> <p>Use of QR code technology for additional information</p>	4-6years	Middlemarch Warwickshire Wildlife Trust Historic England Green Space Team and/or proposed Abbey Fields Partnership Board	£2,000-£10,000
80	N/A	1p 6ee 8e 11i	Improve heritage links with similar sites	<p>Strengthen the wider links with the heritage 'community' around the Fields such as:</p> <p>Kenilworth Castle (English Heritage) Stoneleigh Abbey</p> <p>Connect with English Heritage about Kenilworth Castle re-interpretation strategy and how WDC Abbey Fields links could be established</p> <p>Consider local links via the KTC waymarking strategy, but also through high level interpretation of the area's historic connections ensuring this is relevant, concise and does not conflict with heritage information already presented.</p>	4-6years	Idverde Green Space Team and/or proposed Abbey Fields Partnership Board St Nicholas Biodiversity Group	TBC

Community Involvement

Aim: Provide opportunities to increase community use and involvement, particularly through events, education, interpretation and building partnerships.

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
81	Areas 1-6	1u 10g	Increase the involvement of the site in the national curriculum and school use	<p>Increase the educational opportunities of the site through supporting and establishing a teacher's pack, particularly in relation to curriculum requirements of local historical knowledge.</p> <p>Explore possibility of room within Leisure Centre or play pavilion for school use.</p>	1-3years	Green Space Team	<£1,000 or CWEB
82	Areas 1-6	1p 9a 9e 11c	Promote the role that Abbey Fields plays in improving the quality of life of local residents (e.g. health/ contact with nature/tree planting etc). Create sense of local ownership by involving the local community in management	<p>Consider sharing events within noticeboards for Church and Fields to improve community involvement between Church and Fields</p> <p>Develop an Annual Volunteer Task List for Abbey Fields of work that can be undertaken by a Volunteer Taskforce with Community Engagement Officer and the various park friends to expand on volunteering opportunities within the Fields</p> <p>WDC to develop a biannual meeting with key members of stakeholders of FOAF KHAS KAAC to create a more unified approach to the volunteer taskforce of the Fields. Encourage and work with stakeholders to be proactive in encouraging community engagement to manage the volunteer task list.</p>	4-6 years	2 Days per month WDC Officer Friends of Abbey Fields volunteering opportunities Kenilworth History and Archaeology Volunteers Management and Maintenance Contractors Green Space Team and all	CWEB

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
						relevant stakeholders	
83	Areas 1-6	1p 9a 9e 11c	Encourage community and volunteer support.	Expand the scale and operations of the community and volunteer groups through recruitment and training programmes	4-6years	Green Space Team and all relevant stakeholders	£2,000-£10,000
84	Areas 1-6	N/A	Provide events but manage to avoid detrimental impacts upon the historic and ecological diverse landscape	Manage events and fairs to attract visitors but ensure that there is no long-term damage to the landscape fabric of the Fields and minimisation of disruption to local communities. Delivery will be according to the Events Policy. Pre-event and post-event condition surveys are suggested to assess damage and allow appropriate remedial works	Ongoing	Green Space Team, WDC Projects and Economic Development (Events Team) and all relevant stakeholders	CWEB
85	N/A	N/A	Produce and implement the Activity Plan	Implement the Activity Plan. It will set out aims and objectives to encourage existing and new audiences to visit the Fields for heritage learning and participation activities which can be offered at the site. This could be achieved by strengthening links with local groups/schools and through more outreach work and building awareness of the Fields and what it offers. Consider open days for schools with access to the historic buildings	Ongoing	Green Space Team and all relevant stakeholders	TBC
86	N/A	6y	Maintain visitor feedback.	Establish a visitor survey every 5 years and develop methods of providing feedback on actions taken. Consider use of online provision to provide this service.	4-6 years	Green Space Team and all relevant stakeholders	£2,000-£10,000

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
87	Areas 1-6	7p	Community focal point for learning and activity	Create a focal point for community activities potentially alongside the refurbishment of the Play Pavilion.	4-6years	Green Space Team and all relevant stakeholders	TBC
88	Area 1	1u 8e 9e	Increase local community involvement and awareness in archaeological research	<p>Involve visitors and local community in archaeological investigations to reveal more of the early history of the Fields and Kenilworth Abbey</p> <p>Consider involvement with local primary, secondary schools, tertiary colleges, and universities linking in with curriculum and relevant courses.</p>	7-10years	<p>Green Space Team and all relevant stakeholders including Historic England, KAAC, KHAS</p> <p>Historic England, KAAC, KHAS</p>	TBC Specialist s Fees
89	Areas 1-6	3g	Provide an Ecological Monitoring Strategy within the Fields with volunteer support	<p>Develop an Ecological Monitoring Strategy in consultation with local community and volunteer groups.</p> <p>Develop on information gathered during Phase 1 and Phase 2 Habitat Surveys</p> <p>Collecting and sharing information from FOAF in relation to local insects (entomology records) for WDC and public records.</p>	1-3yeras	Green Space Team and FOAF	TBC Specialist s Fees

Marketing

Aim: Develop the Fields as a local amenity, a source of pride, which realises the full potential of its historic and natural attributes and ensures effective promotion of the Fields as a true community resource

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
90	N/A	11e	Increase online information regarding The Fields	<p>Increase the amount of information provided about Abbey Fields on WDC's website linking to all interested parties. Details about the design evolution and intervention should be provided.</p> <p>QR codes can be used on all welcome boards to provide access to this information.</p> <p>Increase awareness of the digitisation of Abbey Fields. Consider how this is to be implemented within Abbey Fields.</p>	4-6 years	Green Space Team and all relevant stakeholders	£1,000-£2,000
91	N/A	N/A	Compile researched information on Abbey Fields for public appreciation and use.	Production of a guidebook. The guidebook should be written in a user-friendly fashion and should take account of the considerable amount of archaeological, ecological and historical research that has been carried out over the last 40 years	7-10years	Green Space Team and all relevant stakeholders	£2,000-£10,000
92	N/A	11e 11i	Further promote the Fields and provide stronger links with surrounding	<p>Raise awareness of the site and what it has to offer i.e. pre-visit to tell potential visitors what is on offer – use WDC's website. Creating package of visitor opportunities.</p> <p>Consider regular meetings with English Heritage Kenilworth Castle to improve relations and forge opportunities to link visitor experiences.</p>	7-10years	Green Space Team and all relevant stakeholders	£2,000-£10,000

				<p>Ensure Abbey Fields' presence is within Tourist Information Link Abbey Fields into Shakespeare Country Information</p> <p>Consider a Tourism Strategy for Abbey Fields and how to encourage and manage visitors</p>			
93	N/A	11e	<p>Provide regular updates on the Fields through various social media outlets</p>	<p>Improve the way the Fields is promoted through a new website and newsletter</p> <p>Consider Facebook business page for Abbey Fields promoting positive news stories, events, information etc. Encourage community participation for positive posts.</p>	7-10yeras	Green Space Team and all relevant stakeholders	£2,000-£10,000

Management

Aim: Ensure all those involved in the management and maintenance of Abbey Fields effectively use the Management and Maintenance Plan as a working document.

Action No	Character Area	Relates to Issues and Opportunity Area	Objectives	Implementation / Task	Timescale / Frequency	Responsibility	Resources
94	N/A	N/A	Implement the Management and Maintenance Plan and make available to staff at all levels and by different common user groups	Copies available in staff office. Consider undertaking an awareness and formulate it as part of a training plan to all staff operating or managing the Fields. Copies available online to stakeholders	After plan adopted	Green Space Team	CWEB
95	N/A	N/A	Ensure effective monitoring of the Management and Maintenance Plan	Implement monitoring process by meetings between WDC/ Contractor / Community Stakeholders Thereby continually reviewing and updating the Management Plan	After plan adopted	Green Space Team	CWEB
96	N/A	N/A	Ensure management is financially sound. Council to commit to provide necessary funding and staffing to maintain to necessary standard	Follow Best Value for procurement to provide excellent quality of service and relevance to local people.	After plan adopted	Green Space Team	CWEB
97	N/A	N/A	Implementation of the Actions	Prepare a costed masterplan to undertake all actions to Abbey Fields, identifying opportunities for CIL funding and the feasibility of an HLF application for additional works.	After plan adopted	Green Space Team	TBC