

**SPYLAW PARK
MANAGEMENT PLAN
2016 – 2021**



SPYLAW PARK MANAGEMENT PLAN

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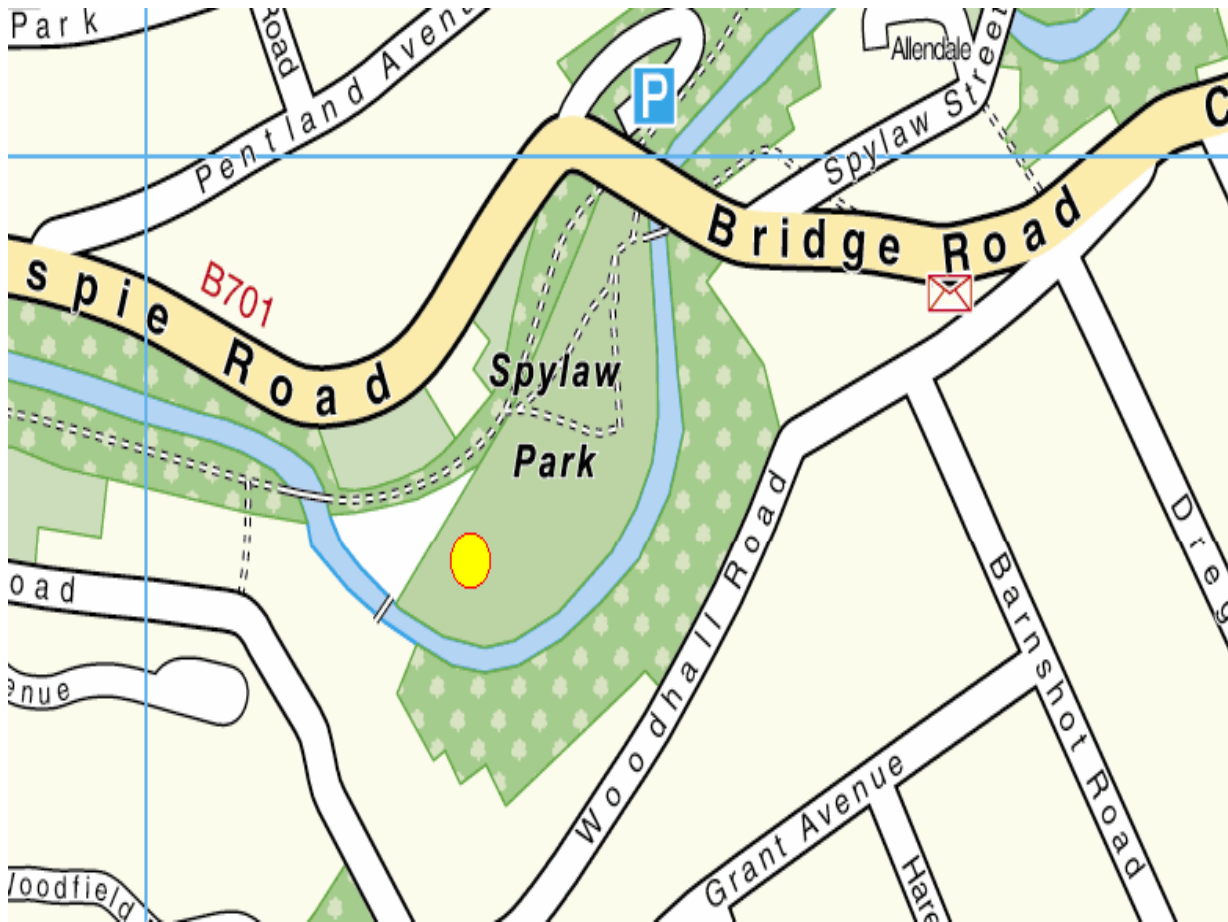
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LOCATION PLAN



AERIAL VIEW



PARK MAP



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Section 1 - Introduction

1.0 Location

Located close to the conservation village of Colinton, Spylaw Park extends to 3.75ha, 1.87 which can be classified as woodland.

The park sits next to the Water of Leith and provides a play area, flower beds and open parkland. The historic Spylaw House, now private apartments, is situated near the centre of the park.

Management Plan Framework

This plan sets out the future management, maintenance and development of Spylaw Park and has been produced by the City of Edinburgh Council to provide not only a long-term vision but also details on both developmental and operational duties required to achieve that vision.

The plan covers the period 2014 to 2019 and has a detailed plan of works for that period.

Like any management plan its purpose is to:

“Provide a framework within which all future management is carried out, the plan enables any person involved to understand how and why decisions are taken, in relation to the reasoning behind the policies and proposals for action.”

This plan’s target audience is Elected Members, the local community and Council officers and its style and content should ensure continuity of purpose and consistency in service delivery. It is intended to be a flexible, working document that will be reviewed and updated annually with the Colinton Amenity Association prior to their Annual General Meeting.

Green Flag Award Scheme



The Green Flag Award Scheme is a national standard for quality in green space management and since 2012 has been managed in Scotland under the administration of Keep Scotland Beautiful.

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Section 2 – Vision and Aims

2.0 Introduction

This section sets out a new vision for the park and a series of new objectives that are developed into actions later in the plan.

Vision

The Council adopted its Edinburgh Public Parks and Gardens Strategy in March 2006. The strategy sets out a vision for its parks that states:

“A quality parks system worthy of international comparison, accessible, diverse and environmentally rich; which fulfils the cultural, social and recreational needs of the people”. (Edinburgh Public Parks and Gardens Strategy, 2006, p49)

In developing this management plan for Spylaw Park, its vision is

“To ensure that Spylaw Park is developed and maintained as a clean, safe, accessible and attractive Park for the local community.”



Aims

Beneath the new vision lie a series of aims that have been linked to the Green Flag Award Scheme criteria.

The aims are set out in Figure 2.1. Each of these aims is further developed into targets, measures and timescales.

Figure 2.1 - The relationship between Green Flag Award criteria and Management Plan aims

| Criteria | Aim |
|---------------------------|---|
| A Welcoming Place | <i>To ensure that Spylaw Park is welcoming and accessible to all possible users</i> |
| Healthy, Safe and Secure | <i>To ensure the safety all of staff and users of the park</i> |
| Clean and Well Maintained | <i>To maintain the highest standards of horticulture, cleanliness, grounds and building maintenance</i> |
| Sustainability | <i>To adopt environmental management principles and therefore reduce the impact of management operations on the environment</i> |
| Conservation and Heritage | <i>To promote biodiversity through appropriate management and to maintain and promote the historic significance of the park</i> |
| Community Involvement | <i>To encourage community involvement in the park through consultation, events and local stakeholders.</i> |
| Marketing | <i>To actively promote the park to all potential users</i> |
| Management | <i>To provide a responsive, flexible and high quality management service</i> |

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Section 3 – Survey

Introduction

This section looks at the historic significance of the park and also examines the legal situation with respect to ownership and designations that apply to the park, as well as confirming the strategic significance in the Local Plan. It pulls together recent surveys that have been undertaken to update the baseline data about the park and finally considers the involvement of the community through the community group and events.

Historic Survey of the Park

Leased by the Parish Council of the City Parish of Edinburgh for no fee in 1920 with a feu duty of 5/- P.A.

Burdens to the Council include:

Areas of ground and buildings to be kept and used in all time coming for recreation purposes only by inhabitants of parish of Colinton and by such others as taking part in competition and games

Restriction of letting or selling any part of said areas of ground and buildings. Bound in all time coming to maintain footpath on N.E side of area 3, known as the 'twirlies'.

Area 1 Spylaw Street, Council responsible for rubble wall and gateway. East boundary between points c, d & e mutual stone wall. N boundary, feuars of 20-24 Spylaw St bound to maintain iron hurdle fence midway down bank to N side of their feu. Council bound to maintain retaining wall at foot of bank and plant portion on bank below fence with trees and shrubs.

Area 3 East boundary (at the twirlies footpath) Council responsible for iron railings 4' high being set in a stone cope.

Strategic Significance of the Park

Edinburgh values its reputation as one of the most beautiful cities in Europe, renowned for its setting, history and architectural heritage.

Edinburgh Public Parks and Gardens Strategy

A full review of local policy has been carried out as part of the production of the Edinburgh Public Parks and Gardens Strategy that was adopted by the council in March 2006.

Local Plan

The local plan has an objective to:

“Protect open spaces of amenity, leisure and recreational importance and value for sport and outdoor activities as part of a comprehensive network of provision.”

Core Path Planning

Under *Part 1 Land Reform (Scotland) Act 2003*, local authorities were required to prepare a *Core Paths Plan*. The plan identifies and promotes a system of priority routes across the city that provides assured and welcoming access for walking, cycling and horse riding. The Water of Leith Walkway as it passes adjacent to Spylaw Park is one of Edinburgh's Core Paths. This highlights

the importance of the walkway, not only for those enjoying Spylaw Park, but also for people passing from the countryside to the City Centre as part of a longer journey.

Management Rules

Park Management Rules were modified to remove the conflict with the new Land Reform (Scotland) Act 2003.

Park Classification & designation

Spylaw Park is classified within the Edinburgh Public Parks and Gardens Strategy as a “Community Park”.

Community Parks are defined as “*parks serving chiefly the people of a defined local area. These are generally smaller in area and the facilities provided are likely to be relatively simple. Functions should be determined as far as possible by consultation with users and potential users. Access to these parks will be mainly on foot or by cycle.*” (Edinburgh Public Parks and Gardens Strategy, 2006, p66).

Local Biodiversity Site

Spylaw Park forms a small part of the Dells Local Biodiversity Site, which covers almost 100ha of land within the Water of Leith’s valley between Juniper Green and Slateford. The site is designated primarily for its extensive broadleaved woodland habitat.

Conservation Area

Spylaw Park lies in the heart of Colinton, and is consequently included a Conservation Area. In essence this imposes a blanket Tree Preservation Order on the area.

Special Landscape Area

Spylaw Park lies within the ‘Water of Leith – West’ candidate Special Landscape Area. Once confirmed, this designation will afford protection from inappropriate development.

Community Involvement

Spylaw Park is an important community park in Edinburgh’s green network. The local Colinton Amenity Association (CAA) are active partners in the development and park improvement plan, together with CEC and the Edinburgh Lothian & Greenspace Trust (ELGT). They obtained grant funds to commission a five year Woodland Management Plan for the park. The aims and objectives from this plan, together with future Council service plans and local community priorities taken from a survey, are the focus of the action plan.

CAA provides invaluable support in the management and development of the park, in partnership with the Council’s local Community Parks Officer. Their recent and ongoing projects include: grant funding, historical research, conducting a community survey, procurement of directional signage and the input of the environment convenor to attend and assist in the improvement meetings for the park.

Colinton Village Events (CVE) are responsible for organising the annual Art in The Park event, a popular day in the calendar for local arts & craft suppliers which runs alongside fun day activities.

Surveys and Assessments Undertaken

Asset Management GIS Survey

The Council has recently introduced a new asset management system which has been undertaken following a full survey of each park in the City. This is now linked to GIS so that site location, condition and photographic information can be studied from the office base. This information will be used to assess replacement or repair of the infrastructure within the park.

It is in its infancy at present, however we feel that much benefit can be gained from logging this information and will enhance the management of the infrastructure needs for the park

All standard and mature trees have been individually surveyed for defects to allow for priority scheduling of forestry works.

Ecology

The Park lies entirely within the Dells Local Biodiversity Site (LBS), which is a much larger feature designated primarily for its broadleaf woodland and open water habitats. Biodiversity interest within Spylaw Park is focused firmly on the woodlands and trees. There are no detailed habitat survey records for the woodland itself, but habitat and species records are held for the Dells LBS.

Although small in size, the woodlands within the Park provide valuable connectivity between the larger woodland areas downstream at Colinton Dells, and upstream, around Juniper Green.

Hard and Soft Landscape Survey

Plans showing the location of all hard and soft features are currently being revised. An aerial view of the park is shown on Page 5.

Tree Survey

General Description

The large majority of the woodland within Spylaw Park lies on the steep slopes of the southern bank between Woodhall Road and the Water of Leith. The woodland is largely broadleaved, albeit with a fair proportion of yew and holly in the northern half. Until the 1970's it is likely that the woodland comprises of high canopy, mature woodland dominated by elm, with ash and sycamore being frequent. With the advent of Dutch elm disease, the mature elm element has largely disappeared, and the resultant gaps in the canopy have been filled to a greater or lesser extent by pole-staged sycamore, ash, and beech. There have been high levels of regeneration, and a wide range of species are present at the seedling to pole-stage tree. As a result, the woodland has a very wide age-class range, and a diverse physical structure, with a mixture of high canopy woodland, open- understory and occasional partial glades. The presence of a line of mature lime trees on the boundary of Woodhall Road is a key feature.



View of water of Leith from park

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Section 4 - Analysis

Introduction

This Section follows the criteria headings within the 'Raising the Standard – The Green Flag Award Guidance Manual' (2004) and highlights how the park ties in to the Green Flag Award Standard.

Summary

Spylaw Park is a small but well-used Park located within the Water of Leith's valley in the Colinton area of Edinburgh. It comprises two distinct parts: formal parkland located on a flat tract of ground on the north side of the river, and a wooded area located on the steeply sloping bank opposite the parkland. The Park occupies the ground around Spylaw House, and it contains features relating to the history of the House.

Spylaw did not score highly in 2012 in the City Council's Parks Quality Assessment indicator. The Colinton Amenity Association (CAA), who are closely involved in the Park's development, identified a number of ways in which the Park could be improved, including areas which relate to the Park's tree and woodland cover, and to its access provision. Since 2012 considerable progress has been made with these improvements with the active involvement of CAA and ELGT. Major improvements to access routes have been made, Trees identified as unsafe have been removed, other trees have been pruned, undercover vegetation in the wooded areas has been cut back, steps into the Park have been cleared and/or replaced, fingerpost signs have been installed, the main path through the Park has been given a more durable tarmac surface, and a feature has been made of a group of exotic trees (including a redwood) where a picnic table has been located, Signage at the entrances to the Park has been improved, and a new interpretation board has been

placed on the site of the old railway station now used as car park for the Park and part of the Water of Leith Walkway with which the Park links up.

A Welcoming Place

The presence of Spylaw Park is not obvious over much of the surrounding area; conversely, within the Park, the presence of the surrounding urban environment is largely obscured. The woodland forms an impressive backdrop to the neatly-kept parkland, with the Water of Leith and Spylaw House providing focus for visually interest. The two principal access points are from Spylaw Street & the Water of Leith walkway, the walkway allowing for disabled and cycle access.

Finding the Park

The park sits in a sunken location adjacent to the village of Colinton and as such is hidden from the busy local urban area. Although the park serves the immediate community, improvements can be made by having good quality, easy to read and well-maintained signage situated at strategic points on the approach to and within the park and highlighting the links with the water of Leith walkway through interpretation.

Physical Access

The majority of park users will be local residents; however, it is possible for others to visit the park by a variety of means. Public bus routes regularly pass through Colinton and cyclists and pedestrians can travel along the N75 cycleway which traverses the Water of Leith walkway. Car parking is available in the small car park accessible from the north entrance off the Gillespie Road Bridge.

Local pedestrians can also access via Spylaw Street, Bridge Road, Woodhall Road & West Mill Road.

Social Access

The park is well promoted through local walking and family outing forums, identifying the site as an ideal family picnic area.

The topography of the park itself means that some areas have limited access but there is level access from the walkway.

Aspects of Design

Future plans for the development of the park continue to be supported through consultation with the CAA & local neighbourhood sub groups.

Healthy, Safe and Secure

Health and Well Being

The park is mainly a venue for recreational activities for families and walkers, it's a popular starting and end point for sponsored walks and running groups using the adjacent walkway. Active Scotland NHS promotes the park for walking and running routes.

Equipment and Facilities

There is one play area in the park. Currently, Workshop Services undertake inspections of play equipment on a monthly basis. An independent annual inspection is also undertaken. In addition, fortnightly condition reports are submitted via Park Rangers staff to Workshop Services for repairs or the Technical Section for suggested removal or replacement as appropriate.

Members of the public can contact the Local Neighbourhood Office 0131 527 3800 to report any instances of vandalism or litter concerns. The Community Parks Officer will then instigate the appropriate action to be carried out by the relevant operational squads or community safety team.

Security

There are currently no site based staff, Park Rangers patrol and inspect the park on a regular basis.

There are 10 lamp standards in Spylaw Park

Safer Parks

The City of Edinburgh Council uses branding on vehicles and machinery and ensures that all parks staff wears uniform clothing to ensure they are readily identifiable to the public. Wherever possible and safe to do so, the public are encouraged to engage with the grounds maintenance staff to discuss issues with the park, its maintenance or management. Their friendly demeanour allows for a helpful first point of contact for Park users.

The Community Police Officer walks through the park and liaises with the department on incidents of issues for resolution.

Environmental Wardens are also available for enforcement of dog fouling, disposal of litter legislation and graffiti and fly-posting issues however, there are few incidences requiring their input.

Health and Safety Policies

In addition to the Council's general health and safety policy, it is envisaged that each park has its own risk assessment to identify site specific issues and also to ensure that all structures are inspected and reported on. Play equipment is inspected and reports recorded, all other infrastructure will be included on an inspection work plan for Park Rangers which will be developed later this year.

Control of Dogs

Spylaw Park like most other parks is used by a number of dog walkers who regularly use the park.

Separate dog waste bins are not provided as dog owners can dispose of waste responsibly in the litter receptacles. The management rules exclude dogs from the play areas and encourage owners to keep their dogs under control at all times.

The Environmental Wardens visit the park on request and if required can issue on the spot fine of £50.

Well Maintained and Clean

The park has a maintenance programme, which establishes standards of cleanliness, infrastructure and ground maintenance.

Information gathered from the public and Parks quality surveys indicate that the standard of maintenance is considered to be of a good to high standard, the schedule of maintenance is highlighted within the maintenance plan. **(Appendix Three, Pg 37)**

There is good provision of litter receptacles and these are maintained on a regular basis. There are localised staff members whose responsibility is to ensure that the park is kept litter free. Dog fouling in the park is generally not a problem and this is due to responsible dog owners and supported by 'caring for parks' notices. Although this is proving successful we will still continue to have our local Environmental Wardens visit the site to ensure good practice is in place. In line with City wide practice the litter receptacles within the park are for joint use of disposal both for litter and dog fouling bags.

The grounds maintenance within the park is undertaken by a mobile team. The Community Park Officer oversees the grounds maintenance regime to ensure that standards are maintained. The Annual bedding planters and flower beds within the park are planted and maintained by the local mobile team for general maintenance purposes.

The infrastructure is regularly checked and maintained by the City's ROSPA trained engineering team, to ensure that the play area equipment is safe and secure. The surfaces of the play areas are checked regularly by both the Park Rangers and the local grounds maintenance teams to ensure that there are no dangerous objects within the area.

Although not a regular problem, graffiti is removed by the local graffiti service team and aided by local volunteers.

A reactive maintenance programme is in place for the maintenance of the infrastructure on site in respect of painting and security.

This infrastructure is regularly inspected by the Community Parks Officer and any repairs are carried out, in general, by our in house service teams.

Maintenance of the infrastructure of the park, such as the paths, furniture, etc, falls to contractors, Workshop Services, SGM or the Taskforce depending on the type of work that is required.

Major faults found with the park infrastructure are addressed as soon as is practically possible depending on budget availability. Faults of a significant health and safety risk are given high priority. Long-term repair items are included within budget forecasts in future years (and where appropriate are included within the Management Plan Action Plan). While it is anticipated that minor issues are dealt with within 10 working days of the report, larger-scale matters generally involve significantly more planning and consultation and the timescale in which such matters are resolved is, while larger, difficult to quantify.

Edinburgh Council operates a zero tolerance policy of offensive graffiti and aims to have it removed within 24 hours.

Sustainability

The only use of peat by the Parks and Greenspace Service is in the production of bedding plants at the Council's Inch Nursery. Since 2004 the nursery has reduced its consumption of peat by 50% and continues to aim towards meeting the national targets of 90%. A number of alternatives to peat have been incorporated into the growing mixes for plant production at the nursery, including; compost derived from the Council green waste collections, the nursery own compost, worm cast, fine bark, vermiculite and sand. Trials have been run since 2007 to assess the best mix to support seedling and plant growth.

A policy needs to be developed that considers the minimisation of herbicide use. Meanwhile herbicide application is only used when cultural practises will not provide adequate control, e.g. around bases of trees. Only affected areas are treated and only then using strategies that are sensitive to the needs of the public and the environment. All operatives are trained to the approved certification level for the application of chemicals. The applications of herbicides are normally scheduled during off-peak times of park use and signs are posted to indicate the re-entry time period if appropriate. In order to reduce land filled waste, the City of Edinburgh Council is working to develop and extend initiatives to prevent, minimise, reuse and recycle not only the city's but also its own waste. Litter is disposed of appropriately to a licensed waste disposal area. The Parks and Greenspace section are currently investigating more sustainable methods of dealing with green waste e.g. satellite composting sites. Green waste (e.g. grass clippings, weeds, seasonal bedding) is taken to Braehead Recycling Centre where it is composted by Forth Resource Management. Tree limbs are chipped and used as mulch on site. Larger limbs and trunks are sold. Compost generated from this process is used by the Parks and Greenspace Service as a soil conditioner in seasonal bedding. There is occasional use of water within the park, for irrigation of newly planted flower beds and trees during early establishment and drought conditions. The Council's Inch Nursery has introduced a rain water recycling system for plant irrigation. The rain water system is used until the tank is empty and then the system switches back to mains water. Once there is sufficient rain water in the tank the system switches back on.

4.5 Conservation and Heritage

Conservation is about recognising the unique, historical or interesting features of the park and if possible seeking to increase their value to people through appropriate management. Some of the features synonymous with 'traditional' parks are included within Spylaw Park.

Spylaw Park lies in the heart of Colinton, and is consequently included a Conservation Area. In essence this imposes a blanket Tree Preservation Order on the area.

A number of trees grow within Spylaw Park and are managed by the Forestry Division. In addition to those in the survey there are also trees on the water of Leith walkway which are not included in the management plan.

Grasslands and Wildflower Areas

Some areas have been set aside for bulb naturalising (narcissi) and receive their first cut in mid June, creating conditions to allow other grass species an opportunity to establish and enhance biodiversity. As well as being a habitat for common squirrel and garden bird species, the Water of Leith also offers a habitat for Moorhen, Mallard, Coot, Kingfisher and Pipistrell bats.

Conservation of the Built Environment

Spylaw House sits within the park; built in 1773 this B listed property was the home of snuff manufacturer James Gillespie and is now developed into private apartments. An outhouse is used occasionally for events and storage.



Historic image of Spylaw House

4.6 Community Involvement

Community involvement in the park is aided and encouraged by the work of the Colinton Amenity Association. (CAA)

Patterns of Use

The CAA conducted a survey on future park development to assess local priorities in the park. Many considered the park good and only wanted improvements so long as there was no negative impact to existing amenity.

Local priorities picked up from the survey included:

- Improved pedestrian access from Spylaw Street
- Improvements to woodland walk & woodland management
- Improve signage and interpretation
- Install picnic areas and additional litter bins

Community Involvement in Management and Development

The CAA actively promotes itself through its website, newsletters and magazines. The CAA with approx 550 members and an executive committee are able to apply for community grants available from the Council for constituted groups.

The Water of Leith Conservation Trust organise volunteers to carry out clean ups of the river and walkways.

Where possible we attempt to incorporate community involvement in any planting projects in the park, previous examples have been shrub planting and bulb planting.
CAA does and will continue to play an important role in the future development of the park.

Facilities

There is a play park in Spylaw Park. There is also an outhouse used for events and storage.

Children's Play

Although there is a play area situated within the park, it is recognised that it can be improved further still to meet the standard required as part of the play action plan.

All City of Edinburgh Council play area information is held on a database called "Playsafe" which includes information on all City of Edinburgh Council play areas, information on equipment, installation date and type of surface, fences and bins.

External annual inspection of all playgrounds is carried out by an independent Playground Inspector reporting on the condition of each piece of equipment in every playground and includes a risk assessment.

Internal six monthly inspections are managed by the Inverleith Workshop Manager to ensure that the works identified by the annual inspection are being carried out, and that any other damage subsequently reported is repaired.

Internal monthly inspections are carried out by Workshop Services Playground Engineers to ensure the day to day safety of equipment is addressed and that repairs to equipment are carried out. A written record is held at Workshops, Inverleith Park.

Park Rangers inspect all play areas on a fortnightly cycle and report any hazardous issues to the responsible service area.

All City of Edinburgh Council play areas are designed in house to meet BSEN 1176 parts 1-7 and our own local standard. Prior to 1998 all play areas were designed to meet BS 5696.

Accessibility for All

It is the ultimate aim and goal of all involved in the management and maintenance of Spylaw Park to make the park accessible to everyone and go beyond reasonable or basic alterations to achieve this.

4.7 Marketing

Information Provision and Interpretation

Interpretation is provided in the form of history boards and old millstones.

Notice boards are used to display up to date information on park developments and contact details.

Information is also provided via the local office facebook and twitter accounts.

The park hosts the large annual Art in the Park event.

The City of Edinburgh Council's website www.edinburgh.gov.uk lists a range of information about Edinburgh's parks including a section on Spylaw Park.

Edinburgh outdoors www.edinburghoutdoors.org.uk website also promotes the park.

CAA update their readers on current and future park improvements, south west neighbourhood office also promote park activities and developments through facebook and twitter social media.

There is a booklet by Ian Nimmo, called Edinburgh's Green Heritage, where information is available on Spylaw Park.

4.8 Management

Spylaw Park is managed by Service for Communities, which is structured to deliver services for the needs and priorities of local communities in each of the twelve Neighbourhood Partnerships within the six neighbourhood areas. The park lies within the South West Neighbourhood Area.

Management and development of the park is undertaken locally by the Neighbourhood team in conjunction with the local community through the CAA

Operational grounds maintenance and forestry are carried out by the central Parks and Greenspace Team. Litter maintenance is by the neighbourhood task force.

The CAA & ELGT work closely with the local management teams to ensure that the park progresses in line with the management plan.

This work is supported by the Community Parks Officer who undertakes small items of work to ensure standards are maintained.

Maintenance schedules indicating frequency and type of work carried out within the park can be found in the appendices of the management plan (**Appendix Three. Pg 37**)

The community groups assist the council with members undertaking removal of small graffiti items, mainly from bins, seats and lamp standards, litter picking of small areas and generally highlighting defects for repair. Through the CAA it is intended to attempt to increase the public participation in voluntary work within the park, this might include, litter picking, graffiti removal etc

Given the current financial climate faced by local authorities it is important that the council continue to encourage this volunteer strategy by ensuring that the community have the necessary equipment to carry out the work.

The Park Rangers also patrol the park to ensure that safety is maintained, they regularly make safe various small faults within the park e.g a broken seat, faulty play equipment which allows for them to be speedily repaired by the local maintenance teams where appropriate. The Park Rangers also patrol the park to ensure that members of the public use the park in line with the management rules.

The Council annually assess each park within Edinburgh which results in Parks Quality Assessments being produced. These assessments offer good information that is used to improve and develop the park; extractions of the report can be found in the appendices of the management plan. These assessments are used to determine further potential capital improvements and form the basis of the South West Neighbourhood Park Improvement plan on an annual basis. Spylaw Park has benefited from this system with many improvements made from feedback comments in the assessments

Section 5 Action Plan

The management plan sets out the future management, maintenance and development of the park and has been produced to provide not only a long-term vision but also details on both developmental and operational duties required to achieve that vision. This section outlines management plan actions and progress in undertaking these items.

The management plan is used primarily for guiding everyone involved in the park through the day-to-day, as well as year-to-year, management and maintenance issues. The action plan will be reviewed and updated annually.

Throughout this document reference is made to the following abbreviations:

The objectives described in this section are developed from the results of the assessment and analysis section and are directly linked to the criteria aims described in the previous section.

Note: All costs are approximate.

Key:

LEM Local Environment Manager
 PGM Parks & Greenspace Management
 SLM Street Lighting Manager
 TFM Task Force Manager
 GMAM Grounds maintenance area manager

CPO Community Parks Officer
 PR Park Rangers
 SEW Senior Environmental Warden
 FM Forestry Manager
 CAA Colinton Amenity Association

Section 1 - A Welcoming Place

Aim: To ensure that the park is welcoming and accessible to all possible users.

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|--|--|-----------|--------------|----------|----------|
| Develop a program of informative signage and interpretation throughout the park. | Research and survey local history, flora and fauna | 2016-21 | CPO, CAA | static | Annually |

Section 2 - Healthy, Safe and Secure

Aim: To ensure the safety of all staff and users of the park.

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|--|---|-----------|--------------|-----------------|-------------|
| Continue with progress in woodland management plan | Remove/fell/prune any hazardous trees identified in the plan | 2016-21 | CPO, FM | Complete | complete |
| | Repair steps and handrails, upgrade path surfaces in woodland | 2016-2021 | CPO,CPR, CAA | Almost complete | |
| Ensure benches etc are safe and defects reported | Develop work plans for Park Ranger to inspect infrastructure | 2016 | CPO | | In progress |
| Install cycle rack | Consult on appropriate location | 2018 | CPO | | |
| Encourage responsible behaviour by park users | Erect and display SMART specific signage | 2016 | CPR | Complete | annually |
| Maintain safe access | Keep entrances clear from mud and excessive leaf mulch | 2016 | CPR & GMAM | N/A | annually |
| Improve lighting | Consider change to white light | 2019 | CPO | static | |

Section 3 - Clean and Well Maintained

Aim: To maintain the highest standards of horticulture, cleanliness and grounds maintenance.

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|---|--|-----------|--------------|------------------|----------|
| Develop redwood area | Install picnic facilities | 2017 | CPO | | Complete |
| Maintain all elements of the park to a high standard. | Measure and respond to service teams regarding standards. | 2017-22 | CPO | Annual PQA & LQS | Annual |
| Rejuvenation and renovation works to soft landscaping | Develop annual programme for works | 2017-22 | CPO | Ongoing | |
| Benchmarking | Collaborate with parks management to undertake a benchmark against Green Flag criteria | | CPO | Annual exercise | |

Section 4 - Sustainability

Aim: To adopt environmental management principles.

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|-----------------------------|---|-----------|--------------|------------------------------|--------|
| Utilise green waste on site | Mulch tree bases with recycled bark chippings | 2016-21 | CPR | Now part of annual programme | |
| | Disperse leaf mulch through woodland floor | | CPR | | |

Section 5 – Conservation and Heritage

Aim: To promote biodiversity through appropriate management.

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|--|--|-----------|--------------|--------------------------------|--------|
| Identify areas of park for biodiversity improvements | Arrange site visit with biodiversity officer | 2017 | CPO | | |
| Increase diversity of park trees | Develop tree planting programme | 2016-21 | CPO/FM | Ongoing with new trees planted | Annual |
| Monitor and control invasive species | Apply glyphosate herbicide to affected areas | 2016-21 | GMAM | ongoing | |
| Attract increased numbers of bird and bees | Install bird boxes and bee lodges | 2016-21 | CPR | Ongoing with new bee lodge | |

Section 6 - Heritage

Aim: Maintain the historical integrity of the park, its character zones, views and vistas.

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|-------------------------------|--|-----------|--------------|-------------|--------|
| Review historical information | Research and update information on parks interpretation boards | 2016-21 | CPO | In progress | |
| | Highlight areas of local historic importance within the park | 2016-21 | CPO | In progress | |

Section 7 - Community Involvement

Aim: To involve the community in decisions affecting the park

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|--|---|-----------|--------------|------------------------|--------|
| Encourage local participation in clean ups | Promote event and provide community with equipment to assist in these tasks | 2017 | CPO/CAA | With community payback | |
| Encourage new visitors to park | Ranger led health walks to include park as destination route | 2017 | CPR | Static | |
| | | | | | |

Section 8 - Marketing

Aim: To actively promote the park to all potential users.

| Action | Measures | Timetable | Lead Officer | Progress | Review |
|--|--|-----------|--------------|----------|--------|
| Market through Council & neighbourhood website | Update Council website | 2016-21 | CPO | Complete | Annual |
| Provide updates on ongoing improvements | Local office twitter account and facebook page | 2016-21 | CPR | Ongoing | |
| Increase online information on park facilities and development | Update Edinburgh Outdoors website & app | 2016 | CPO | Complete | |
| Promote success of Green Flag Award | Press releases | Annual | CPO | | Annual |

Section 9 - Management

Aim: To assess park against Green Flag National Standard

| Actions | Measures | Timetable | Lead Officer | Progress | Review |
|-------------------------|------------------------|------------------|---------------------|-----------------|---------------|
| Green Flag Award Scheme | Submit for application | Annually | CPO | Success | Annual |

6. FINANCE

Revenue Funding The provision of revenue funding for the park consists of work undertaken at present by the local Grounds Maintenance Team. The current maintenance schedule is based in part on the old Grounds Maintenance Contract that now serves as a guide to what should be undertaken, although many tasks outside of this guide are undertaken to ensure the quality of the park.

In addition, the Local Environment Manager has a budget for parks development and small scale repairs and maintenance improvements on facilities and infrastructure. This has been used for new seating, signage and wall repairs in the past for Spylaw Park. However, the budget held relates to the whole of the South West Neighbourhood and any development or repairs are determined on a priority basis, using parks quality assessment information and level of repair and maintenance required.

Capital Funding

The capital budget is administrated by the Parks and Greenspace Service. The budget is generally allocated in advance and the role of the developing management plans is for better planning of financial resources required so that they can be included in future bids. Most recently £20,000.00 allocation was provided to improve the access from Spylaw Street and woodland management tasks.

Grants

Community groups can apply to the local Neighbourhood Partnership for funds up to £5k from the Community Grants Fund. In November 2012, the CAA secured grant to commission ELGT to produce a woodland management plan for the park. This will be available to judges. ELGT have also been successful in obtaining grant funding from the Mushroom Trust for new tree planting in the park and woodland work.

7. Monitoring and Reviewing

The Parks Quality assessment framework is used to provide annual assessment of each park and will provide a report for the Spylaw Park that can be used to support the monitoring process. These assessments will have been carried out by staff and friends members and are in general carried out by individuals who have no direct association with the park.

In conjunction to this the Survey results and comments assist with the monitoring of the park and are taken into consideration by the Council and the CAA when annual reviews of the management plan are undertaken.

A review of this management plan shall take place in October 2014 in readiness for the next application process for the Green Flag awards. This will

be carried out by the Council Officers, CAA & ELGT where we will undertake to consider all recommendations in regard to the Green Flag Assessment and also our internal Parks Quality Assessment.

Appendix 1.

Corporate Strategies and Plans

Corporate Governance Plan

The plan shows how the Council is tackling the strategic issues that matter to the public, improving performance and working with partners to improve services. The plan outlines priorities for the next four years, identifies what the Council will be doing to contribute to Edinburgh's City Vision, and provides strategic direction for the Council and all those working within the organisation.

The Edinburgh Partnership Single Outcome Agreement

This Single Outcome Agreement (SOA) is the means by which the Edinburgh Partnership agrees its priorities for the city and expresses those as outcomes to be delivered by partners.

The Edinburgh Partnership Community Plan 2013-2016

This plan describes the approach to community planning in Edinburgh, setting out the agreed outcomes and how these will be delivered. It has been developed and agreed by partners, building on the success of previous single outcome agreements.

The Edinburgh Local Development Plan

The LDP sets out policies and proposals relating to the development and use of land in the Edinburgh area. The policies in the LDP will be used to determine future planning applications. The planning system rests on the powers which planning authorities have to manage development and to take enforcement action against breaches of planning control. When appropriate, the Council will remove, modify or stop unauthorised developments and changes of use. These powers are used at the discretion of the Council.

Open Space Framework

The Framework acknowledges the ongoing work of both the Council and its stakeholders to improve open space across the city.

There is also an appreciation of the increasing pressures and changing attitudes to open space. The Framework considers the different types of open space that the city has and should offer, looking at not just green but also civic

spaces and considers how the overall protection, enhancement, provision, promotion of open spaces can be achieved and sets out a series of aims to do this.

Capitalising on Access: an Access Strategy for Edinburgh

The Access Strategy sets out a framework for developing opportunities for walking, cycling and horse riding in Edinburgh, and covers five access themes; sustainable transport, an attractive and enjoyable network, encouraging healthier lifestyles, an inclusive and accessible network and safety and security. For each theme, the Strategy sets out objectives, recommendations for action and identifies the key partners from Council departments and external organisations to take this work forward.

Climate Change Framework

The Climate Change Framework sets out a draft framework for the Council's own activities, identifying key areas for action, to mitigate carbon emissions and to adapt to the impacts of climate change. Some actions relate specifically to the Council's own environmental performance, such as its energy use or fleet management. Other actions will require the co-operation and collaboration of the Council's partners across the city.

Energy Policy

The Council's current energy policy has targets to reduce energy consumption by 15% and reduce our CO₂ emissions by 30% based on 1990 levels. This policy is mainly focussed on buildings. The policy is currently being revised to take account of the other Council areas that impact on energy usage. These are namely procurement, fleet services, street and stair lighting and design services. The Sustainable Development Unit in Corporate Services is the lead on this area of work.

Parks & Environment Policies

Edinburgh Public Parks and Gardens Strategy (2006)

The sets out realistic aspirations for Edinburgh's park and greenspace system, and shows the way forward to achieving them. The strategy also provides a policy framework for the preparation of more detailed Management Plans for individual parks and gardens.

The Open Space Strategy 2010-15

The strategy sets standards for different types of open space. These are statements of what kind of open space provision there should be in Edinburgh. The strategy also estimates needs for certain types of open space, and proposes sites which could help address those needs. Of the findings of a questionnaire survey carried out during consultation on

the draft open space audit. The standards also take into account the characteristics and historical development of Edinburgh as a compact city. The strategy supports the following strategic priorities which the Council shares with its partners: promoting healthy lifestyles, mitigating and adapting to climate change and making good use of land.

Edinburgh Local Biodiversity Plan 2010-2015

The Edinburgh Local Biodiversity Action Plan (LBAP) was launched in March 2000 as an initiative to conserve and enhance Edinburgh's natural heritage. The plan was prepared by a partnership of many organisations actively engaged in nature conservation. It put forward an ambitious programme of actions to conserve and enhance natural habitats within the city, and to address the decline in biodiversity, with a focus on priority species that have suffered a sustained decrease in population, loss of habitat, or persecution. The second phase of the Edinburgh LBAP was launched in November 2004 and covered the period 2004 – 2009. This second phase was developed in accordance with the Nature Conservation (Scotland) Act 2004 and the Scottish Executive Biodiversity Strategy: "Scotland's Biodiversity – It's In Your Hands", launched in May 2004. Now, ten years after the initial launch, this document describes the aims and actions for the third phase of the Edinburgh LBAP covering the period 2010 – 2015. Its core objectives remain to protect and enhance priority habitats and species in Edinburgh, and to raise awareness of biodiversity to local communities via education, engagement and promotion of access to natural and semi-natural spaces.

Appendix 2.

'Caring for Parks Guidelines'

Undesirable behaviour in parks is managed through education, persuasion and regulation.

Education, at the proactive, preventative end of the spectrum is provided for parks by a number of agencies. Education Officers in Local Community Planning provide a comprehensive environmental information and education service to the Edinburgh community. The team works with schools, colleges and universities, voluntary organisations, special needs groups and the business community to provide programmes, including litter and waste. The Countryside ranger service runs environmental education programmes for schools and a range of park issues such as litter, dog fouling, camping, fires and cycling, are often discussed. Countryside Rangers are also charged with the promotion of 'responsible behaviour' as defined in the Scottish Outdoor Access Code, the guidance on the Land Reform (Scotland) Act 2003. Talks to community groups, games and activities at events and special events such as 'Super Dog' and 'Dr Bike' are geared to communicating responsible behaviour in parks and greenspace.

The Park Ranger's role in providing an education service is developing through their work with local schools and providing walks for community groups. Park rangers can be effective in dealing with undesirable behaviours by targeting education on local issues at local people. This involves raising awareness of an issue through the neighbourhood media, contact with the

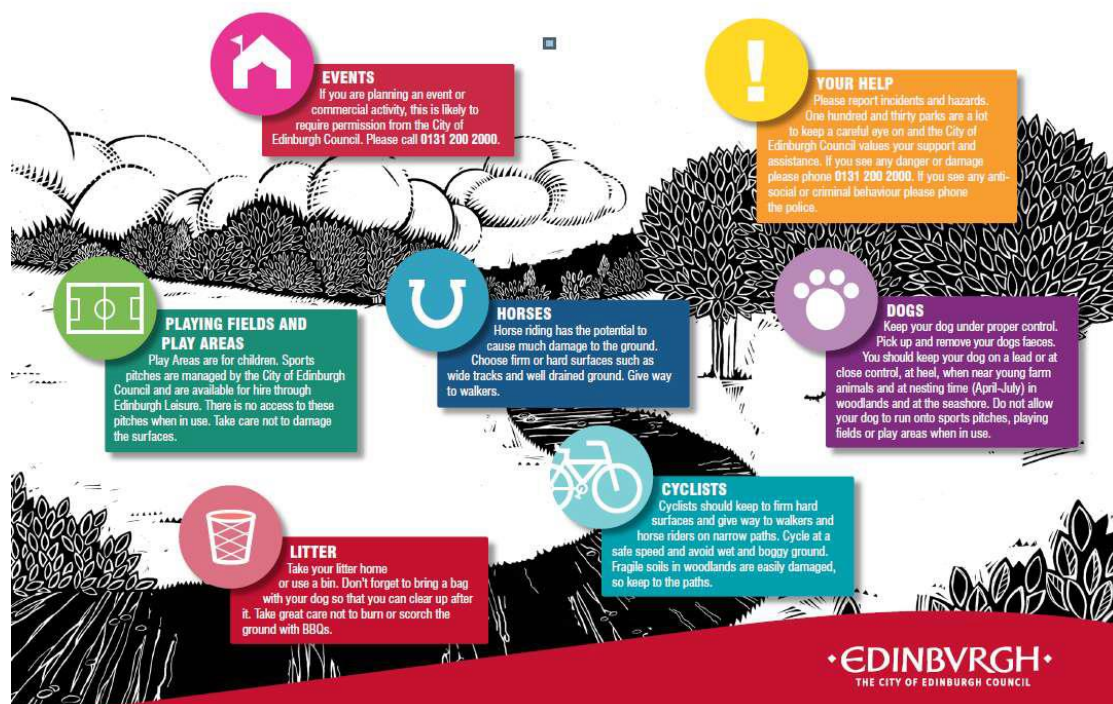
community, signage and providing events and activities designed to draw in the target groups, persuade them to stop and prevent the undesirable behaviours.

Persuasion

Parks Rangers, Countryside Ranger and Volunteer Rangers are the principle people dealing with undesirable behaviour in parks. They have no powers to apprehend, fine or prosecute offenders and are often working on their own. They must therefore rely on gentle, friendly persuasion. This, for most behaviour, can be very effective but requires a good deal of skill. Training for rangers on how to deal effectively and safely with the public is therefore on-going. It is intended that this training will be extended to gardeners. Signs, such as the 'caring for Edinburgh's Parks', are designed to persuade people by explaining the effect of certain behaviours. These signs are permanent in all parks. Temporary signage can deal with local issues and again they are prepared in an informative and persuasive style as is shown on the next page.

Caring for Edinburgh's Parks

With a little care and respect everyone can enjoy Edinburgh's parks



Regulation

When gentle persuasion fails, Council officers and rangers can resort to regulation, using Management Rules, Environmental Wardens and the Police. Management Rules, made under section 112 of the Civic Government (Scotland) Act 1989, allow Council officers and rangers to expel

and exclude people from parks for minor offences. If the offending person does not leave they are committing a criminal offence. The threat of the offence is often enough to persuade people to stop. If they persist then it is a matter for the police.

The Rules will address current issues in parks and attempt to provide a clearer interpretation to the public of the behaviours which are not allowed. For people who will not be persuaded and for more serious behaviours in parks then Park officers and ranger and the public are encouraged to call the police. The police will respond in a time that resources and priorities allow. When campaigns are being run in parks to address certain issues then Environmental Wardens are often asked to assist. Wardens can help stop and persuade people and for issues of dog fouling and litter can issue fixed penalties. The key tools for dealing with undesirable behaviour in parks are education, the promotion of responsible behaviour, persuasion and as a last resort, regulation.

Appendix 3.

Spylaw Park Maintenance Plan

| Description | Task | Frequency | When | Who |
|----------------|-----------------------|---------------|----------|----------|
| Standard Grass | Cut | Fortnightly | Mar-Oct | SGM |
| Bulb Grass | Cut | Fortnightly | Jul-Oct | SGM |
| Trees | Edge & mulch | Annually | Nov | CPR |
| Hedges | Trim | Twice | June/Sep | SGM |
| Bedding | Plant out | Twice | May/Oct | SGM |
| Entrances | Keep clear | Twice | Oct/July | CPR |
| Edges | Edge and channel | Twice | May/Nov | SGM/CPR |
| Play area | Inspections | Monthly | | Engineer |
| | | Fortnightly | | CPR |
| | | Annually | | External |
| | Loose fill regulation | Fortnightly | | CPR |
| Litter | Bin emptying | Daily | | TF |
| | Litter collection | Daily | | TF/CPR |
| Graffiti | offensive | Within 24 hrs | | TF |
| | Non offensive | Within 72 hrs | | TF |

Appendix 4.

User survey

The following information and local priorities was from a survey conducted by the CAA in 2012

Spylaw Park – Outline Plan (HP = High Priority; MP = Medium; LP = Low; O = Other Suggestions)

ACCESS

- Improve pedestrian access route from Spylaw Street – HP
- Improve access paths from Woodhall Road – HP part of Woodland Works
- Keep entrances clear of wood, mud and leaves – HP Improve access from Gillespie Road – MP
- Install interpretation board at car park – MP
- Increase parking space at car park – LP
- Improve signage – O
- Improve lighting* - O

PARK/WOODLAND MANAGEMENT

- Woodland improvement on south bank – HP
- Develop redwood area of park – MP –Install metal picnic table
- Improve biodiversity –MP
- Provide community activities eg guided walks – LP
- Need to control dog use more* - O – Install notices on dog control/fouling?
- More litter bins* - O – Yes.
- Develop a community garden/orchard – O
- Install a new bridge – O
- Set up Friends of Spylaw Park

PARK FACILITIES

- Improve children's play area – MP
- Develop use of sheds – LP
- Install an outdoor gym – LP
- Create picnic area near car park – LP
- Improve toilet facilities* - O – not realistic but install signage to Village toilets
- Install bike racks* - O – yes.
- Provide better rain shelter – O - sheds enough? Improve?
- More benches – O - yes
- Provide a primary school area – O
- Lines for a football pitch – O
- Build a sports facility (eg swimming pool). – O

Appendix 5.

Parks Quality Assessment 2016

A copy of the 2016 PQA will be available for judges

Appendix 6

Risk Assessment

| | | | | |
|-----------------|--|--|--|--|
| Hazard and risk | | | | |
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