

Agenda



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Resources Overview and Scrutiny Committee

Thursday, 11 August 2016 at 3.30 pm,
Scaitcliffe House, Ormerod Street, Accrington

Membership

Chair: Councillor Abdul Khan (in the Chair)

Councillors Jenny Nedwell, Lisa Allen, Jean Battle, Stephen Button, Terry Hurn, Tim O'Kane and Paddy Short

Coopteers: Ian Ormerod

AGENDA

1. **Apologies for absence, Substitutions, Declarations of Interest and Dispensations**

2. **Call-In Procedure Note** (Pages 3 - 4)

To advise the Committee of the procedure to be followed at the meeting in relation to Call-Ins. Attention is drawn to Point 8 of the Procedure.

Recommended – That the Procedure be received and applied to the undermentioned call-in.

3. **Call-In of Cabinet Decision - Rhyddings Park Heritage Lottery Bid**

At its meeting held on 20th July, Cabinet resolved:-

- (1) That the contents of the report be noted;
- (2) That bearing in mind the long-term future of the sequoia tree and Park in general,



the tree be removed and the landscape plan as originally agreed by the National Heritage Lottery Board be continued with.

In accordance with the Call-In Procedure for Cabinet Decisions, the procedure has been activated. The Call-In relates specifically to the decision to remove the sequoia tree from the park. The following documents are included:

Call-In Form

**Copy of Cabinet Report from 20th July 2016 – Rhyddings Park Heritage Lottery Bid
Extract From Minutes of Cabinet on 20th July 2016**

The following documents are included in addition to provide relevant background information:

**Rhyddings Park Heritage Lottery Bid (Council, 7th July 2016)
MPTrees AIA Sequoia Rhyddings Park April 2016 (Council, 7th July 2016)
Rhyddings Park Heritage Lottery Bid (Cabinet, 8th June 2016)
Rhyddings Park Heritage Lottery Bid (Cabinet, 3rd December 2014)**

Recommended – That a decision on the Call-In be reached.

- a Call-In Form (*Pages 5 - 10*)
- b Rhyddings Park Heritage Lottery Bid (Copy of Cabinet Report, 20th July 2016) (*Pages 11 - 14*)
- c Extract From Minutes of Cabinet, 20th July 2016 (*Pages 15 - 16*)
- d Rhyddings Park Heritage Lottery Bid (Copy of Council Report, 7th July 2016) (*Pages 17 - 22*)
- e MPTrees AIA Sequoia Rhyddings Park April 2016 (Copy of Council Report, 7th July 2016) (*Pages 23 - 64*)
- f Rhyddings Park Heritage Lottery Bid (Copy of Cabinet Report, 8th June 2016) (*Pages 65 - 74*)
- g Rhyddings Park Heritage Lottery Bid (Copy of Cabinet Report, 3rd December 2014) (*Pages 75 - 110*)

CALL-IN PROCEDURE NOTE

1. The Chair of the Overview & Scrutiny Committee/Sub-Committee will welcome all present and explain the purpose of the meeting, which is to consider a decision the subject of Call-In.
2. The “Sponsor” and the supporter (if applicable) of the Call-In will explain the reasons for the Call-In (as detailed in writing on the submitted Call-In form).
3. A Cabinet Member (usually the Portfolio Holder) will then be invited to explain the rationale for the decision and state why they feel it was taken in the interests of residents.
4. Officers present will be invited to comment on the reasons for the recommendations in their report/their advice to the Cabinet.
5. The Chair will then invite Overview & Scrutiny Members to ask questions (if any) of:-
 - the sponsor of the Call-In;
 - the Portfolio Holder;
 - Officers present;
6. The Chair will then invite the sponsor of the Call-In to sum up.
7. The Chair will then invite the Portfolio Holder to sum up and respond to the issues/concerns raised.
8. The Overview & Scrutiny Committee/Sub-Committee will then discuss and reach a decision on the Call-In. The options available to the Committee/Sub-Committee are:
 - To release the Cabinet decision in full for implementation;
 - To release the Cabinet decision in part for implementation, and refer the outstanding part of the decision back to the decision making body for reconsideration, setting out in writing the nature of its concerns; or
 - To refer the decision back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns. The decision maker shall then reconsider amending the decision or not, before adopting a final decision.
9. At this point, the Committee/Sub-Committee will come to a decision, which will be moved and seconded and voted upon.

Note: Following the meeting, and in accordance with the Hyndburn Borough Council Constitution – Part 4 – Rules of Procedure (Overview & Scrutiny Procedure Rules) C14.d – Call-In – if the Overview & Scrutiny Committee refers a decision back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns, then:-

- ***the Member who sponsored the Call-In may attend the relevant Cabinet meeting to make representations on the item, as may the Chair of the relevant Overview and Scrutiny Committee if he/she supported the Call-In.***

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HYNDBURN BOROUGH COUNCIL

CALL-IN PROCEDURE FORM FOR CABINET DECISIONS

Please note that it is suggested that prior to call-in, discussions should take place with the relevant Cabinet Portfolio Holder.

TO: MEMBER SERVICES SECTION, SCAITCLIFFE HOUSE, ORMEROD STREET, ACCRINGTON

FROM COUNCILLOR ...Judith Addison.....
(SPONSOR/OVERVIEW & SCRUTINY COMMITTEE CHAIR (OR VICE-CHAIR IN THE CHAIR'S ABSENCE) OF OVERVIEW AND SCRUTINY)

DATE SUBMITTED: 1st AUGUST 2016

SIGNED: COUNCILLOR *Judith Addison*

SIGNED: MEMBER SERVICES OFFICER *B. Cartwright*

HAVE DISCUSSIONS TAKEN PLACE WITH THE RELEVANT CABINET PORTFOLIO HOLDER? YES/NO

HAVE DISCUSSIONS TAKEN PLACE WITH THE RELEVANT OFFICER? YES/NO*

* delete as appropriate & with Chair of Friends of Rhyddings Park (telephone discussion) ✓

EXECUTIVE DECISION TO BE CALLED-IN

CALL-IN PROCEDURE ACTIVATED BY

(Chair (or Vice-Chair in the Chair's absence) of the Overview & Scrutiny Committee or any 2 members of that Committee)

COUNCILLOR	SIGNATURE
Chair of Overview & Scrutiny Committee	
Vice-Chair of Overview & Scrutiny Committee	
1 LISA ALLEN	<i>Lisa Allen</i>
2 TERRY HURAN	<i>Terry Huran</i>

(To be completed by Member Services)

DATE OF CALL-IN MEETING

DATE OF CABINET MEETING

COUNCIL TO BE NOTIFIED OF CALL-IN.....

DATE OF CABINET MEETING 20th JULY 2016

ITEM 9. RHYDDINGS PARK HERITAGE LOTTERY BID

CABINET PORTFOLIO HOLDER: CLLR. KEN MOSS

PORTFOLIO REQUIRED TO ATTEND? YES [X] NO []

REASON(S) FOR CALL-IN: (Please also fill out attached sheet and clarify in detail)

The controversy about the Sequoia Tree has arisen because Ward Councillors and local residents were never consulted about the Stage 2 Bid, despite statements to the contrary in the Customer First Analysis dated 20th May 2016. It was only at Stage 2 that the relocation of the Market Cross and consequent felling of the Sequoia tree were introduced - they did not feature in the Stage 1 Bid or in the planning consent for the refurbishment and improvement of the Park - Planning Application No. 11/14/0359.

1. CLARITY OF DECISION MADE BY CABINET (Please state if the reasons for call-in are related to clarity of recommendation made by Cabinet and the nature of the concerns)

Cabinet's recommendation for felling of the Sequoia Tree is clear but is based on a false premise (see below).

2. INFORMATION BASIS FOR DECISION (Please state if the reasons for call-in relate to the information upon which the decision was based and the nature of the concerns)

Councillors & residents have never seen the Stage 2 Bid documentation. The Stage 1 Bid submitted by Newground on 30/8/13 doesn't mention the Market Cross or Sequoia Tree. Planning Consent 11/14/0359 for the Heritage Lottery Scheme, granted on 1/12/14, relates solely to the Coach House area at the top of the Park. The English Heritage comments dated 20/10/14 on the Case File confirm this. Consent to fell the Sequoia was granted under Ref. 11/16/0027 - Works to/Felling of various trees within Rhyddings Conservation Area. Simon Prideaux' "decision letter" of 16/3/16 states that the Council won't be issuing Tree

Preservation Orders in respect of any of the trees listed – “The reason for this is that the Council’s Cabinet has supported the proposals for the refurbishment and improvement of Rhyddings Park and this application has been made on the basis that these works to trees form an integral part of those proposals.” The Sequoia is shown as T335.

3. ISSUES OF POLICY (Please state if the reasons for call-in relate to policy issues regarding the decision and the nature of the concerns)

As a member of the Council’s Planning Committee (former Chair) I am concerned that the protection of trees in Conservation Areas is afforded so little importance. The Town and Country Planning Act 1990, Section 211, gives the same protection to trees in a Conservation Area (in this case Rhyddings Conservation Area, declared 14/4/92) as it does to trees included in a Tree Preservation Order. Although a Planning Authority can grant consent for works or felling, this would be regarded as the exception rather than the rule and would have to be justified, e.g. if diseased; in these circumstances replacement planting of a similar tree “at the same place” would normally be required.

4. ISSUES OF SERVICE DELIVERY (Please state if the reasons for call-in relate to service delivery issues regarding the decision and the nature of the concerns)

It is obvious that the proposals relating to the “impressive vista” at the Park entrance were introduced for the first time in the Stage 2 Bid document which Councillors and residents were not consulted upon. There is not even Planning Permission for the relocation of the Market Cross, which is after all only a replica of the original. Without this proposed relocation, the issue of the Sequoia Tree would never have arisen. The relocation will involve the cutting of a semi-circular seating area into the grass banking behind. This, we are told, will damage some of the roots of the Sequoia Tree, thus rendering it unstable.

5. ISSUE OF COMMUNITY IMPACT (Please state if the reasons for call-in relate to issues of community impact regarding the decision and the nature of the concerns)

This is by far the greatest area of concern and threatens to bring the Council into disrepute. Oswaldtwistle residents see an unpopular decision being forced on them by a Leader and Cabinet which doesn’t include any Oswaldtwistle representatives. They think this makes a travesty of democracy, when even their own elected Oswaldtwistle Councillors weren’t consulted and can’t have a say in this. Residents love and value their local Rhyddings Park,

Last reviewed/updated 040208

in particular the "natural elements" such as the Sequoia Tree. IF they had been asked, I don't think there is one single person who would have chosen the Market Cross over the tree. As regular users of the Park – some several times a day for dog-walking – they feel that they should be allowed a big say in the plans. They are incensed that their Petition of about 2,000 signatures has largely been ignored by the Council/Cabinet, which they see as determined to "ride roughshod" over their wishes.

(SEE ATTACHED E-MAIL SEQUENCE BETWEEN RESIDENT SAMANTHA HASLOPE AND GEORGINA FINN OF HERITAGE LOTTERY FUND NORTH-WEST OFFICE)

Outlook Web App

Type here to search Entire Mailbox

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- Calendar
- Contacts
- Deleted Items
- Drafts
- Inbox (2)
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- Cabinet
- GENERAL
- MAYOR
- OUTSIDE BODIES
- PLANNING
- RECOVERED ITEMS
- RESIDENTS
- SCHOOLS

Manage Folders...

Reply Reply All Forward X Junk Close

Fwd: Rhyddings Park
Snapdragon Portraits [samantha@snapdragonportraits.co.uk]

Flag for follow up
You replied on 01/08/2016 00:15.

Sent: 31 July 2016 20:10
To: Judith Addison
Attachments: PastedGraphic-1.LIFF (28 KB); ; ; ;

Hi Judith

Victoria has asked that I forward the below email on to you. It contains confirmation from HLF that they would not withdraw funds should the tree remain. It also states that me

Kind regards

Sam

Samantha Haslope

Mob: 07787522319

www.snapdragonportraits.co.uk

Begin forwarded message:

From: Georgina Finn <Georgina.F@hlf.org.uk>
Subject: Rhyddings Park
Date: 30 March 2016 at 11:08:10 BST
To: "samantha@snapdragonportraits.co.uk" <samantha@snapdragonportraits.co.uk>
Cc: "Peter Jordan (Peter.Jordan@newground.co.uk)" <Peter.Jordan@newground.co.uk>, "Craig Haraben (Craig.Haraben@hyndburnbc.gov.uk)" <Craig.Haraben@hyndburnbc.gov.uk>

Hi Sam

Thank you for your email.

I have been in touch with both Peter Jorden and Craig Haraben and I understand that the Council is currently considering the petition process. I am also aware that modified designs are being looked at for the Redwood tree and an independent arborists report is a

Whilst the final decision will ultimately rest with the Council, I can confirm although the tree is part of the approved designs for the funding was based and we would therefore not withdraw funding for the park based on the outcome of this decision. However, it is project and the Friends Group who are a key partner going forward and we hope that a positive outcome can be agreed by all parties

Many thanks

Georgina
Georgina Finn
Senior Grants Officer
Direct Line: 0161 200 8487
Email: georginaf@hlf.org.uk
Website: www.hlf.org.uk
Heritage Lottery Fund
Carver's Warehouse
77 Dale Street, Manchester
M1 2HG

Please note I work Mondays to Wednesdays only

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Since 1994 we have awarded £651million to more than 3,700 projects a

From: Snapdragon Portraits [<mailto:samantha@snapdragonportraits.co.uk>]

Sent: 29 March 2016 4:09 PM

To: Georgina Finn

Subject: Rhyddings Park

Hi Georgina,

Further to our telephone conversation last week where you confirmed that the Lottery Heritage would not withdraw funds should this in writing by return of this email?

The reason I ask it that we now have a councillor who is assisting us with this matter and he has asked for written confirmation to see some people are still telling others in the community that you will withdraw funding should the tree remain so he wishes to set this

In addition, I have had local papers contacting me who are also being given the misinformation about you withdrawing funding. I do not want your name or too much information without your permission. Please could you confirm you are either happy or otherwise for me to

Kind regards

Sam

Samantha Haslope

Mob: 07787522319

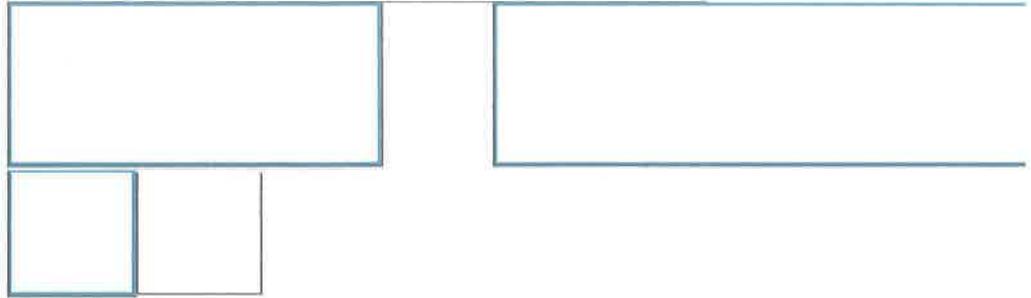
www.snapdragonportraits.co.uk

SAMANTHA HASLOPE IS ONE OF THE OBJECTORS (YOUNG FAMILY LIVING NEAR THE PARK)





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REPORT TO:		Cabinet	
DATE:		20 July 2016	
PORTFOLIO:		Cllr Miles Parkinson, Leader	
REPORT AUTHOR:		Craig Haraben (Acting Head of Community Services)	
TITLE OF REPORT:		Rhyddings Park Heritage Lottery Bid	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	

1. PURPOSE OF THE REPORT

The purpose of this report is to update members on the situation regarding the Heritage Lottery Bid for Rhyddings Park in Oswaldtwistle

2. RECOMMENDATIONS

It is recommended that:

1. The contents of this report be noted
2. Cabinet decide whether to continue with the landscape plan as originally agreed by the National Heritage Lottery Board or whether they wish to recommend that the plan is changed in respect of the sequoia tree

3. BACKGROUND

- 3.1 In 2012 the Parks & Cemetery Service started working with the Friends of (FO) Rhyddings Park to explore the possibility of applying for Parks for People funding administered via the Heritage Lottery Fund (HLF).
- 3.2 The outcome of a consultation with the FO Rhyddings Park showed that local residents would like to see the refurbishment of park facilities, the re-building of the coach house to provide a community base within the Park and the walled garden area refurbished and brought back into use as a community food growing area. This way forward was also supported by the local schools and GP surgeries that returned the consultation document.
- 3.3 In addition to the refurbishment work, there was a desire to have staff in place for two years after construction work had been completed to encourage participation and develop the audience of people who use the Park, including engaging with hard to reach groups. After examining the criteria for Parks for People funding it was clear that funding would be available for both the capital and revenue elements of this project.

- 3.4 Cabinet agreed on 3 December 2013 for the Council to work towards securing Parks for People funding via the HLF for Rhyddings Park in Oswaldtwistle.
- 3.5 In early January 2016 the Council received the fantastic news that the Parks for People funding bid relating to Rhyddings Park in Oswaldtwistle had been successful. The project had been allocated £1,461,900 for the delivery stage of the project by the HLF. The total value of the project, including in-kind funding and volunteer work, is £2 Million.
- 3.6 The funding secured from the HLF will allow for:
- The restoration of the Coach House as a community venue;
 - Returning the derelict walled garden to its traditional use of food growing, including the construction of Victorian style greenhouses;
 - Working with Bootstrap Enterprises to develop a social enterprise based in the restored former Coach House, generating income for the Park from meeting rooms, a cafe and a training kitchen;
 - Creating a performance space area and develop a programme of community arts working with Hyndburn Arts at the nearby Civic Arts Theatre;
 - Establishing a training and volunteering programme linked to park management, community engagement and health promotion;
 - Providing education resources and opportunities for local schools;
 - Developing programmes of guided walks and family fun activities.
- 3.7 In addition to the funding to enable the park refurbishment, revenue funding will also be made available to employ two HLF funded staff to facilitate audience development and improved horticultural skills within Rhyddings Park.
- 3.8 In late January 2016 a petition was started on Facebook due to some local opposition to one element of the parks refurbishment, the removal of the sequoia tree to facilitate the landscape improvements to the Rhyddings Street entrance of the Park.
- 3.9 It was agreed that an independent arboricultural consultant's report would be commissioned in respect of the tree and the issue opened up for debate at Council.
- 3.10 The Issue was debated at Council on 7 July 2016 and an advisory vote taken on the subject. The results of the advisory vote were 5 voted to continue with the original plan as agreed by the national heritage lottery board, 8 voted to change the plan and retain the tree and 17 abstained.

4.0 CONSULTATIONS

- 4.1 As agreed a debate has taken place at Council on 7 July 2016

5.0 IMPLICATIONS

Financial implications (including any future financial commitments for the Council)	Outlined in the report to Council dated 7 July 2016
Legal and human rights implications	Outlined in the report to Council dated 7 July 2016
Assessment of risk	Outlined in the report to Council dated 7 July 2016
Equality and diversity implications	Not applicable

6.0 LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985:

List of Background Papers

- 6.1 [Council Report dated 7 July 2016 titled Rhyddings Park Heritage Lottery Bid](#)
- 6.2 [Cabinet report dated 8 June 2016 titled Rhyddings Park Heritage Lottery Bid](#)
- 6.3 [Cabinet report dated 3 December 2014 titled Rhyddings Park Heritage Lottery Bid](#)

7.0 FREEDOM OF INFORMATION

- 7.1 The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.

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**EXTRACT FROM THE MINUTES OF THE MEETING OF THE
CABINET HELD ON WEDNESDAY, 20th July 2016
IN THE QUEEN ELIZABETH ROOM, SCAITCLIFFE HOUSE,
ORMEROD STREET, ACCRINGTON**

Minute 9 – Rhyddings Park Heritage Lottery Bid

The Leader of the Council submitted an update report on the situation regarding the Heritage Lottery Bid for Rhyddings Park, Oswaldtwistle. In January 2016 the Council had been informed that the Bid to carry out refurbishment works at the Park had been successful. In late January 2016, a petition had been started on Facebook due to some local opposition to one element of the Park's refurbishment, the removal of the sequoia tree to facilitate the landscape improvements to the Rhyddings Street entrance of the Park. It had been agreed that an independent arboricultural consultant's report would be commissioned in respect of the tree and the issue opened up for debate at Full Council. At a meeting of the Council held on 7th July 2016, an advisory vote had been taken and it was resolved that it be recommended to Cabinet that the sequoia tree should not be removed but should be retained as part of the refurbishment. The Leader of the Council indicated that the long-term future of the tree and the Park in general had been considered and recommended Cabinet to agree that the sequoia tree be removed and the landscape plan as originally agreed by the National Heritage Lottery Board be continued with. Approval of the report was not deemed a key decision.

At the discretion of the Leader of the Council, Councillor Peter Britcliffe (Oswaldtwistle St. Andrew's Ward Councillor) spoke on behalf of residents in favour of the tree being retained.

Reasons for Decision

1. In 2012 the Council's Parks and Cemetery Service started working with Friends of Rhyddings Park to explore the possibility of applying for Parks for People funding administered via the Heritage Lottery Fund (HLF). The outcome of a consultation with Friends of Rhyddings Park was that local residents wished to see various refurbishment works carried out and on 3rd December 2013, Cabinet agreed for the Council to work towards securing Heritage Lottery funding for the Park. In early January 2016, the Council was informed that the Council's bid had been successful. The refurbishment works that the funding would allow for was set out in Paragraph 3.6 of the report and revenue funding would also be made available to employ two staff to facilitate audience development and improved horticultural skills within the Park.

2. In January 2016, a petition had been started on Facebook due to some local opposition to the removal of the sequoia tree to facilitate the landscape improvements to the Park. Following an independent arboricultural consultant's report the issue had been debated at Full Council which had made a recommendation to Cabinet that the tree should be retained. The options available

and the long-term future of the sequoia tree and Park in general had since been considered.

There were no alternative options for consideration or reasons for rejection.

(1) That the contents of the report be noted;

(2) That bearing in mind the long-term future of the sequoia tree and Park in general, the tree be removed and the landscape plan as originally agreed by the National Heritage Lottery Board be continued with.

REPORT TO:		Council	
DATE:		07 July 2016	
PORTFOLIO:		Cllr Miles Parkinson, Leader	
REPORT AUTHOR:		Craig Haraben (Acting Head of Community Services)	
TITLE OF REPORT:		Rhyddings Park Heritage Lottery Bid	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	

1. PURPOSE OF THE REPORT

The purpose of this report is to update members on the situation regarding the Heritage Lottery Bid for Rhyddings Park in Oswaldtwistle and to provide members with information via an arboricultural consultant's report about the Sequoia Tree.

2. RECOMMENDATIONS

It is recommended that:

1. The contents of this report be noted
2. Members decide whether to make recommendations to Cabinet in respect of the landscape plan agreed by the National Heritage Lottery Board and, specifically whether they wish to recommend that the plan is changed in anyway in respect of the sequoia tree

3. BACKGROUND

- 3.1 In 2012 the Parks & Cemetery Service started working with the Friends of (FO) Rhyddings Park to explore the possibility of applying for Parks for People funding administered via the Heritage Lottery Fund (HLF).
- 3.2 The outcome of a consultation with the FO Rhyddings Park showed that local residents would like to see the refurbishment of park facilities, the re-building of the coach house to provide a community base within the Park and the walled garden area refurbished and brought back into use as a community food growing area. This way forward was also supported by the local schools and GP surgeries that returned the consultation document.
- 3.3 In addition to the refurbishment work, there was a desire to have staff in place for two years after construction work had been completed to encourage participation and develop the audience of people who use the Park, including engaging with hard to reach groups. After examining the criteria for Parks for People funding it was clear that funding would be available for both the capital and revenue elements of this project.

- 3.4 Cabinet agreed on 3 December 2013 for the Council to work towards securing Parks for People funding via the HLF for Rhyddings Park in Oswaldtwistle.
- 3.5 In early January 2016 the Council received the fantastic news that the Parks for People funding bid relating to Rhyddings Park in Oswaldtwistle had been successful. The project had been allocated £1,461,900 for the delivery stage of the project by the HLF. The total value of the project, including in-kind funding and volunteer work, is £2 Million.
- 3.6 The funding secured from the HLF will allow for:
- The restoration of the Coach House as a community venue;
 - Returning the derelict walled garden to its traditional use of food growing, including the construction of Victorian style greenhouses;
 - Working with Bootstrap Enterprises to develop a social enterprise based in the restored former Coach House, generating income for the Park from meeting rooms, a cafe and a training kitchen;
 - Creating a performance space area and develop a programme of community arts working with Hyndburn Arts at the nearby Civic Arts Theatre;
 - Establishing a training and volunteering programme linked to park management, community engagement and health promotion;
 - Providing education resources and opportunities for local schools;
 - Developing programmes of guided walks and family fun activities.
- 3.7 In addition to the funding to enable the park refurbishment, revenue funding will also be made available to employ two HLF funded staff to facilitate audience development and improved horticultural skills within Rhyddings Park.
- 3.8 In late January 2016 a petition was started on Facebook due to some local opposition to one element of the parks refurbishment, the removal of the sequoia tree to facilitate the landscape improvements to the Rhyddings Street entrance of the Park.
- 3.9 It was agreed that an independent arboricultural consultant's report (refer to Appendix) would be commissioned in respect of the tree and the issue opened up for debate at Council.

4. THE HISTORY OF THE PARK

- 4.1 The history of Rhyddings Park dates back to 1853, when the Park was originally the grounds of a private house for the Watson family, who were local mill owners during the industrial revolution.
- 4.2 Robert Watson, who built what was known as Rhyddings Hall and gardens in 1853, was also responsible for building many houses of various scales in the area, for workers, foreman and managers of his mills. The majority of these properties still exist today and provide an opportunity to interpret the park, former mills and mill workers housing in a co-ordinated way.
- 4.3 In 1909 Rhyddings Hall and its gardens were opened as a public park and handed over to the local authority. The overall layout of the landscape has changed very little since its formation in the mid 1800's. The sites links to the social, built and landscape history of the area are some of the reasons Heritage Lottery Funding was sought for the refurbishment of this park
- 4.4 The sequoia is a relatively recent addition to the landscape, being planted in 1973, and has no direct link to the history of the site as a private residence and garden from 1853 or to the sites inception as a public park in 1909.

5. HERITAGE OF THE PARK IN CONTEXT OF THE PARKS FOR PEOPLE HLF SUBMISSION AND PROPOSED LANDSCAPE DESIGN PLAN

- 5.1 The overall design approved by the National Heritage Lottery Board has been formulated with the social, built and landscape history of the site in mind.
- 5.2 The historic designed landscapes projects team from English Heritage and Lancashire County Councils Specialist Landscape Advisor considers Rhyddings Park to be of regional/county importance for its surviving "Victorian villa garden" layout and features which have been incorporated into the public park. The County Landscape Specialist Advisor rates Rhyddings as an example of an historic urban park in the first rank of Hyndburn's historic parks. He noted that comparisons of the 1893 OS map with the current OS map shows the vast majority of the original landscape remains. It is of particular interest because the Park itself remains within its historic urban landscape.
- 5.3 Rhyddings Park also helps showcase the effect of the rapid boom and bust of the industrial revolution and its effect on the urban landscape, historic landscapes which define towns such as Oswaldtwistle today. The Spinning Jenny was developed in Oswaldtwistle and first used in the nearby Stonebridge Mill, itself later owned by the Watson family that built Rhyddings.
- 5.4 Rhyddings Park occupies an elevated position on a NW facing slope over-looking the Rhyddings Conservation Area and commands panoramic views over the town of Oswaldtwistle and surrounding moors. The Conservation Area Plan notes both the importance of this position and of the significant view down Rhyddings Street towards the mill (see figure 1)

Figure 1



- 5.5 This view is currently blocked by the sequoia and, as such, is not available. This view, noted for its importance in the conservation area plan, will be lost indefinitely should the tree stay in its current location. The proposed landscape design approved by the National Heritage Lottery Board allows for this important vista to be re-instated and the Oswaldtwistle market cross to once again become an important focal point and feature of Oswaldtwistle.
- 5.6 The Oswaldtwistle market cross is currently located inside the park, but cannot be seen from Rhyddings Street due to the location and size of the sequoia. The market cross was erected in 1910 as a park feature, the year after Rhyddings was opened as a new public park. It is made of sandstone with a cruciform head detailing Celtic inspiration. It is located on the axis between the old Hall and Rhyddings Street and it is proposed to relocate the cross to become a focal point for visitors to the Park coming from Oswaldtwistle using the Rhyddings Street entrance to the Park.

6. ARBORICULTURAL CONSULTANTS REPORT

- 6.1 An independent arboricultural consultant has examined the tree and written the report attached to this paper (refer to Appendix). The report sets out a series of facts and conclusions about the tree.
- 6.2 The findings of the report can be summarised as follows:
- (i) The tree is in good health for its age and species
 - (ii) The tree is currently 50 feet tall.
 - (iii) If left in situ the tree can be expected to grow to 78 ft. in 25 years, 106 ft. in 50 years and 161 ft. in 100 years.
 - (iv) Due to its size the tree cannot be transplanted and moved to another location
 - (v) The large, lowest branch (as shown on photograph 2 of the arboricultural consultant's report) on the tree should be removed because due to its size and weight, and the presence of the occluded wound at its base there is a probability of it failing.
 - (vi) Due to its location in a parkland setting, there is the possibility of the tree being infected with honey fungus.
 - (vii) An amendment to the proposed landscape design approved by the National Heritage Lottery Board would be required to allow the tree to remain in situ. This would require a redesign of the plan and any additional costs to be quantified.
 - (viii) The risk of lightning strike and the levels of anxiety would increase if the tree was allowed to reach maturity (160 feet approx.), as it is situated in an urban, residential context.
 - (ix) Should the tree be removed in line with the proposed landscape plan, a replacement tree of approximately 33 ft. in height (two thirds of the size of the tree currently) could be purchased and planted in a more appropriate location in the Park.

7. FINANCIAL IMPLICATIONS

- 7.1 Delivering the landscape plan agreed by the National Heritage Lottery Board (including the removal of the tree) would incur no additional project costs
- 7.2 Removing the tree and replanting a replacement tree in a more appropriate location in the park (as outlined in the arboricultural consultant's report) would require an additional £8,250 of funding to be found

- 7.3 Requiring the landscape plan agreed by the National Heritage Lottery Board to be amended to leave the tree in its current location would require the Council to make a number of financial provisions for the short, medium and long term.

Short term – funding would need to be made available to cover any additional costs (over and above those budgeted for in the project) borne by the need to build a retaining wall capable of supporting the weight of a tree expected to ultimately grow to 160 feet. Initial estimates suggest additional funding of approximately £10,000 would be needed.

Medium term – The Council will need to set aside funding for any future inspections and tree work necessary to keep a large tree located at the entrance to a park, adjacent to residential properties in a safe condition. The Council will also need to set side contingency funding should the tree become infected with disease and require remedial work or removal. Financial provision will need to be made to repair the retaining wall should the weight of the tree as it grows lead to ground movement and subsidence.

Long term – the Council will need to set aside funding for any future inspections and tree work necessary to keep a large tree located at the entrance to a park, adjacent to residential properties in a safe condition. The Council will also need to set side contingency funding should the tree become infected with disease and require remedial work or removal. Financial provision will need to be made to repair the retaining wall should the weight of the tree as it nears maturity lead to ground movement and subsidence.

8. IMPLICATIONS

Financial implications (including any future financial commitments for the Council)	See section 7
Legal and human rights implications	The Council has a duty under the Occupiers Liability Act and Health & Safety at Work Act to ensure its green spaces are safe for visitors and staff.
Assessment of risk	<p>Enacting the original plan agreed by the National Heritage Lottery Board removes all future risks associated with the sequoia.</p> <p>Enacting the original plan agreed by the National Heritage Lottery Board and replanting a replacement sequoia in a more appropriate location in the park reduces the risks associated with a tree of this type. The proposed location for the replacement tree would see less pedestrian traffic in close proximity to and removes the risk of damaging adjacent properties.</p> <p>Amending the plan agreed by the National Heritage Lottery Board to leave the tree in situ, would in the short term leave the risk associated with this tree at its current level. In the long term due to the fact the sequoia will become a very large tree (the largest in the area) the risk associated with managing a tree like this in its current location will increase with size, due to its proximity to footpaths, passing pedestrian and vehicular traffic and its proximity to properties on Park Lane and Rhyddings Street.</p>

Equality and diversity implications	Not applicable
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9. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985:

List of Background Papers

- 9.1 Cabinet report dated 8 June 2016 titled Rhyddings Park Heritage Lottery Bid
- 9.2 Cabinet report dated 3 December 2013 titled Rhyddings Park Heritage Lottery Bid

10. FREEDOM OF INFORMATION

The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.



Arboriculture Implications Assessment

At

**Rhyddings Park,
Oswaldtwistle,
Lancashire**

Prepared by

MP Trees

For

Hyndburn Borough Council

April 2016

Disclaimer

Comments upon the condition and safety of any tree relate to the condition of the tree at the time of the survey. It should be recognized that tree condition is subject to change due to, for example, the effects of disease, wind or nearby development works. Changes in land use are also significant in respect of risk assessment. Any disclosure of this report to a third party is subject to this disclaimer. The report was prepared by MPTrees at the instruction of, and for use by, our Client, named within the report. This report does not in any way constitute advice to any third party who is able to access it and any such parties rely on the contents of the report at their own risk.

Contents

	Page
1.0 Introduction	3
2.0 Background	5
3.0 Assessment Methodology	8
4.0 Assessment Results	9
5.0 Assessment Conclusions	12
6.0 Recommendations	15

Appendix 1: Rhyddings Park Landscape Concept Masterplan

Appendix 2: QTRA Practice Note v.5

Appendix 3: Tree Assessment and Quantified Tree Risk
Assessment (QTRA) Tree Survey Data Table

Appendix 4: QTRA Risk Calculations

Appendix 5: UK Wind Map & The Beaufort Scale

Appendix 6: Table of annual risk of death from various causes over
entire U.K. population

Appendix 7: Risk reduction cost benefit analysis

1.0 Introduction

- 1.1 Matthew Potier of MPTrees has written this report further to the instructions of Hyndburn Borough Council Community Services. Mr Potier has a BSc Honours Degree in Forestry, a Technicians Certificate in Arboriculture and is a registered and licensed user of the Quantified Tree Risk Assessment system. He has twenty years experience in tree management and has been asked to produce this report in the role of an independent expert.
- 1.2 Hyndburn Borough Council Community Services have commissioned this report in order to inform debate centred on a *Sequoiadendron giganteum* tree, commonly known as a Sequoia or Giant Redwood or Wellingtonia, located in Rhyddings Park, Oswaldtwistle, Lancashire (Photograph 1). The Leader of Hyndburn Council in a statement issued on March 24th 2016, asked Council Officers “to arrange for an independent, expert assessment of the implications of the tree remaining and continuing to mature in its existing position”. He went on to reiterate that “the assessment will be independent and that we will commission an expert who has played no part in the plans to date”. I can confirm as author of this report that I have had no part in the plans for Rhyddings Park to date.
- 1.3 Records show that the then Rhyddings Park committee planted the Sequoia tree in its present location in 1973. As Sequoia trees are capable of growing considerably larger than the current size of the tree in question, and the tree is relatively close to a residential area, residential road and footpath, Hyndburn Council wish to have an open, informed debate around the retention of this tree. This report provides an assessment of potential implications of the Sequoia tree in Rhyddings Park remaining and maturing in its current position.

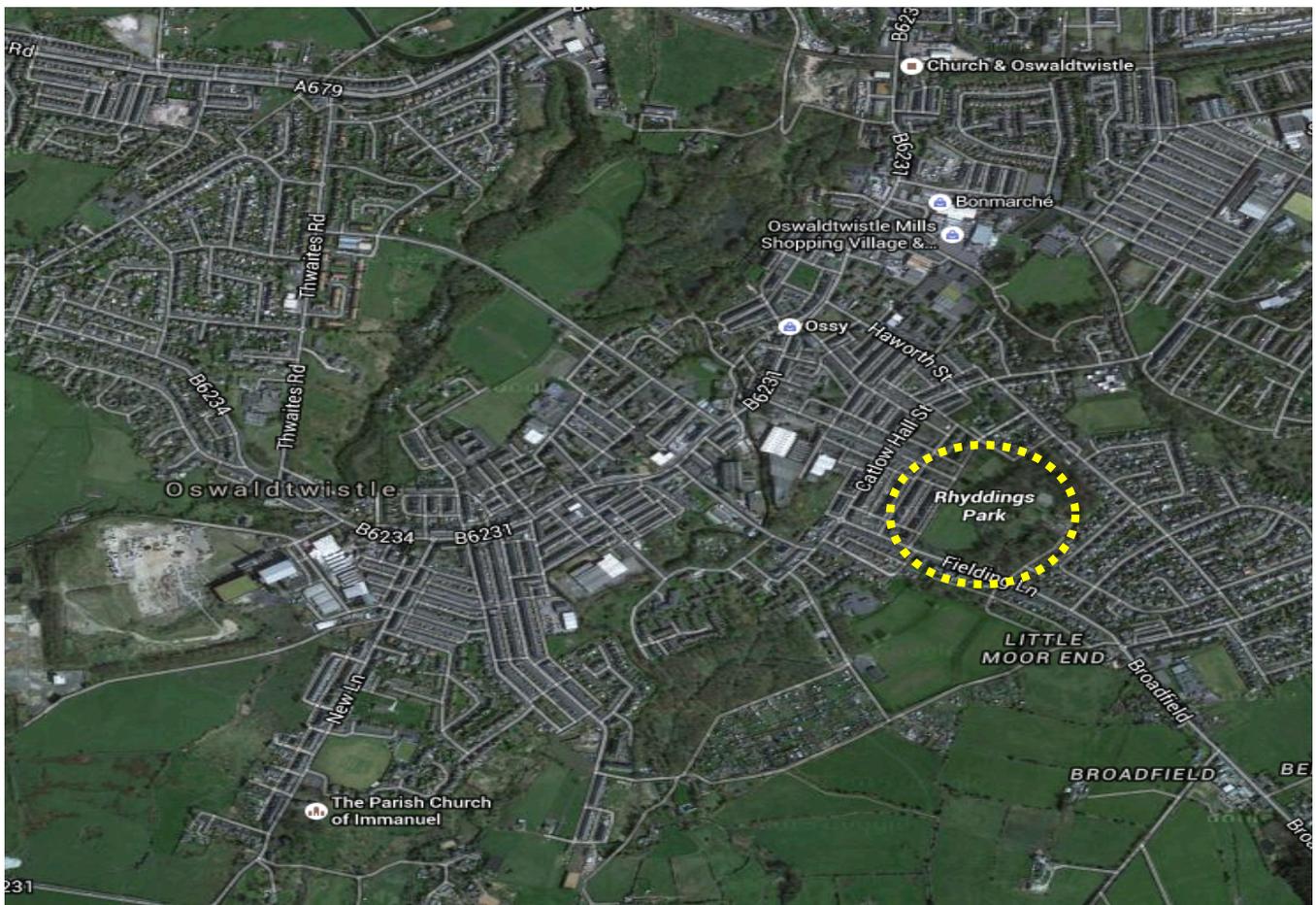
Photograph 1 – The Sequoia tree in Rhyddings Park viewed from the east



2.0 Background

2.1 Rhyddings Park is a formally landscaped, public open space, located on the eastern slopes of Oswaldtwistle, see Figure 1 below. The Park is the only formal, open green space in Oswaldtwistle and as such performs an important amenity role for the inhabitants of the area.

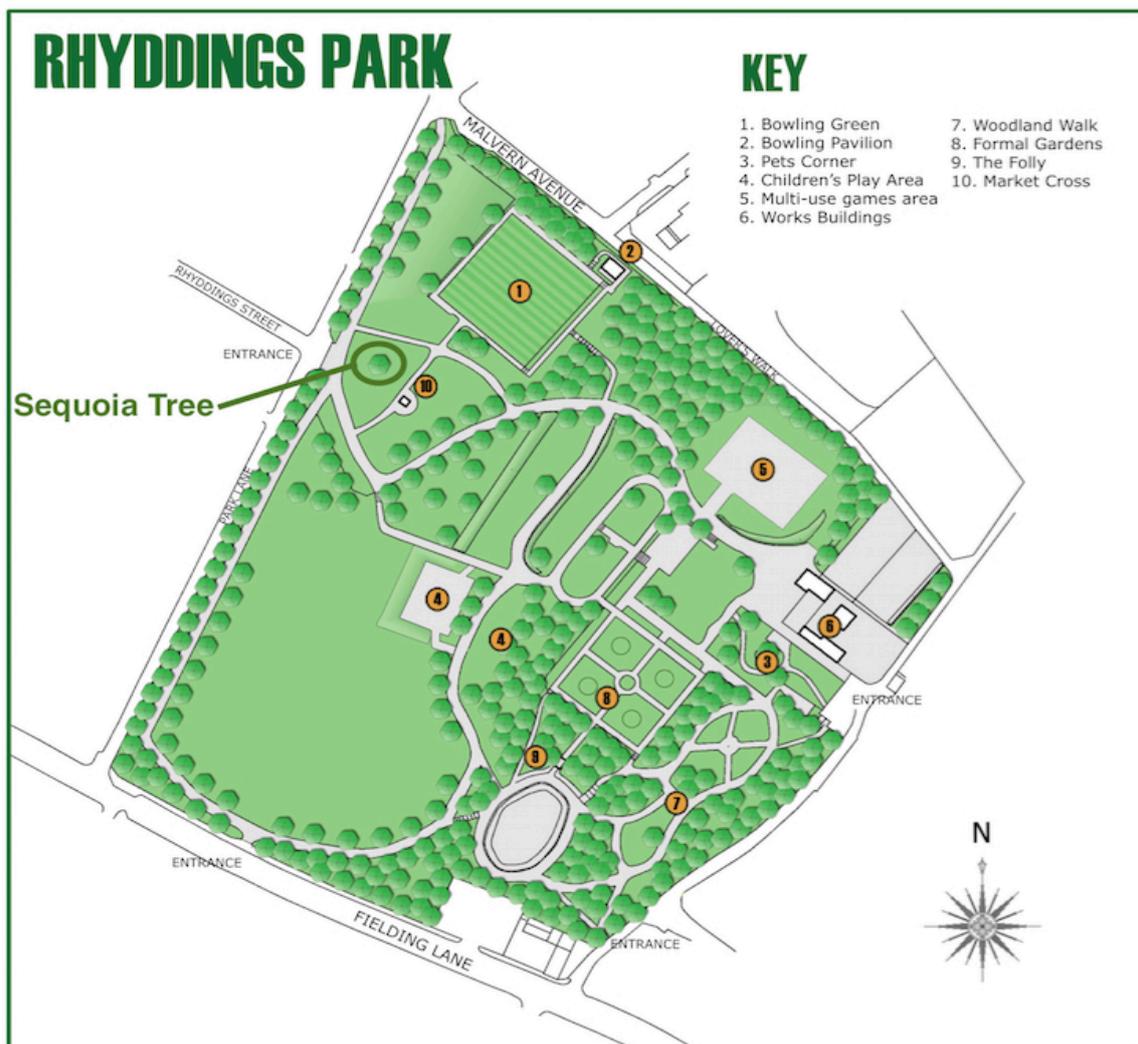
Figure 1 – Rhyddings Park Location



2.2 The Park was originally the garden and grounds of a private house belonging to a local mill owning family. The first house was demolished in 1853 and re-built in the style of an early Victorian country house villa for Mr Robert Watson, a local cotton magnate. Rhyddings Hall, as the house was known, ceased to be a private residence in 1909 when it was bought by Oswaldtwistle Urban District Council. The landscape character of the park today remains heavily influenced by the original landscape of Watson's time, being still largely set out in the formal style of the Victorian period.

2.3 Hyndburn Council have received a Heritage Lottery grant to re-landscape Rhyddings Park. The Council has developed a Landscape Concept Masterplan for the Park (as shown at appendix 1) that has been subject to consultation. Part of the Masterplan involves moving the Market Cross that can be seen at the front left of Photograph 1 and which is marked 10 on the Rhyddings Park map at Figure 2 below. The cross is a memorial stone cross that is part of the heritage of Oswaldtwistle and it is proposed that it is moved to a more visible and accessible location within an area of new hard landscaping at the entrance to the park from Park Lane. Given that Sequoia trees are capable of growing considerably larger than the tree in the park currently is, and that the tree is relatively close to a residential area, footpath and public open space, concerns have been raised about the suitability of retaining this Sequoia tree in its present location.

Figure 2 – Rhyddings Park Map and location of Sequoia Tree



- 2.4 Named after Sequoyah (1767–1843), the inventor of the Cherokee language syllabary, Sequoia trees are the sole living species in the genus *Sequoiadendron*. Their natural habitat is on the slopes of the Sierra Nevada Mountains of California, where they can attain heights of over 90 meters, diameters of main stems of over 17m, and are amongst the oldest living organisms on earth.
- 2.5 Sequoia trees were at one time logged for timber but this practice ceased almost a century ago and today they are planted throughout the world as an ornamental tree. They can be found in many parks, gardens and arboretums that have very high visitor numbers, such as The Forestry Commission's National Arboretum at Westonbirt in Gloucestershire, which attracts over 400,000 visitors each year. They were first cultivated in the British Isles around 1853 and appear to grow well here. The tallest recorded tree in Britain is at Benmore in Scotland was measured at 56.4m (185ft) tall in 2014 at 150 years old. The tree with the widest diameter of main stem in Britain is in Perthshire, with a diameter of 4m (13ft).
- 2.6 They are evergreen trees characterised by their large mature size with a conical, tapering form and by their fibrous, 'spongy' red coloured bark on a fluted and fissured main stem. The trees natural habitat is characterised by harsh climatic conditions of freezing winters and dry, hot summers. As a result, as they mature they develop downward sloping branches, so that heavy snowfall does not collect on them, and they develop deep fibrous bark that protects them from the periodic forest fires that create the ideal environmental conditions for their natural regeneration. They also develop large, shallow root plates, designed to provide the stability required by a tree of its size and shape, as well as its requirements for water, oxygen and nutrients.
- 2.7 Sequoia trees develop a structure that is designed to achieve significant heights, in other words they are designed not to fall over. David Lonsdale, on page 339 of his book Principles of Tree Hazard Assessment and Management states "This species when well established fails less often through wind throw or snap of the main stem than most other tree species". Due to their mature height they can be the one of the tallest if not the tallest feature in a landscape and as such, they can be targets for lightning strikes. The susceptibility of Sequoia trees to decay is low except occasionally by the fungal pathogen commonly known as Honey Fungus (*Armillaria sp.*).

3.0 Assessment Methodology

- 3.1 In order to evaluate the implications of the Sequoia tree remaining and maturing in its existing position a Visual Tree Assessment (Lonsdale, D. *Principles of Tree Hazard Assessment & Management* 1999, page 151) of the tree was carried out on 5th April 2016 using non-invasive survey techniques from ground level. Full survey details can be found in the tree survey data table at appendix 2.
- 3.2 The detail recorded from the Visual Tree Assessment (VTA) was then used to calculate a probability of risk of harm associated with the tree using the Quantified Tree Risk Assessment (QTRA) method.
- 3.3 QTRA (<http://www.qtra.co.uk>) is a widely used method of evaluating the risk of harm to people and/or property from trees. It incorporates numerical estimates and uses statistical probability within defined value ranges as a measure of the risk of harm. Full technical detail of the QTRA risk assessment methodology is provided in the QTRA practice note v.5 at appendix 3.
- 3.4 Figure 1 and table 4 of QTRA practice note v.5 give the detail of the advisory risk level thresholds that have been used for this assessment. In summary, these thresholds are defined as:
- Where the probability of risk of harm is equal to or greater than 1:1,000, the level of risk is unacceptable and risk control is required.
 - Where the probability of risk of harm is less than 1:1,000 and equal to or greater than 1:10,000, the level of risk is either unacceptable or tolerable only if there is stakeholder agreement to tolerate that risk or if the tree has exceptional value.
 - Where the probability of risk of harm is less than 1:10,000 and equal to or greater than 1:1,000,000, the level of risk is tolerable if it is as low as reasonably practicable. Risk control should only be considered for risks of this level if significant benefit can be achieved for a reasonable cost.
 - Where the probability of risk of harm is less than 1:1,000,000, the level of risk is broadly acceptable and risk is already as low as reasonably practicable.
- 3.5 In addition to the visual and risk assessment of the tree, reference was made to the Rhyddings Park Landscape Concept Masterplan drawing at appendix 1.

4.0 Assessment Results

(Full VTA results and QTRA calculations detail can be found at appendices 3 and 4).

- 4.1 The Sequoia tree in Rhyddings Park has achieved a height of 15.3m, or 50ft, in *circa* 45 years. It can therefore be said to have an average growth rate of approximately 0.34m, or 1.1ft, per year. This would suggest that the tree is growing well and at a rate that is comparable, if slightly slower, than the largest tree on record in the British Isles at Benmore, Scotland. The Sequoia tree at Benmore has been growing at an average rate of nearly 0.38m per year and had achieved a height of 56.4m at age 150 years when measured in 2014. If the Sequoia in Rhyddings Park continues to grow at a similar rate as currently, over the next 25 years it could potentially achieve a height of 23.8m or 78ft. Over the next 50 years it could achieve a height of 32.3m, or 106ft, and over the next 100 years could reach 49.3m, or 161.7ft. If the main stem of the tree were to grow in diameter at the same rate as currently, at 100 years from now, at age 145, the tree could have increased the diameter of its main stem from its existing 1.18m to a potential 3.8m, equivalent to a girth of 11.9m.
- 4.2 The stability of any tree is related in part to the diameter of its main stem at 1.5m and the size of its root plate. A tree with a stem diameter of 1.12m requires a rootplate with a radius of a minimum of 4m (Mattheck, C & Breloer, H. *Body Language of Trees* 1994, page 95). As the Sequoia in Rhyddings Park has a main stem diameter of 1.18m, it can be expected that its rootplate will have a radius of minimum 4m from its main stem, as this is the minimum required for stability. The roots of the tree will be beyond the 4m radius rootplate required for stability (British Standard 5837: 2012 *Trees in relation to design, demolition and construction – Recommendations*, Section 4.6). Roots will develop beyond this distance in order to provide the tree with the water, nutrients and gas exchange that it requires.
- 4.3 The creation of new hard landscaping at the Park Lane entrance, as shown on the Concept Masterplan, will require excavation of the grassed slope where the tree is currently located. It will also require construction of a retaining structure and new hard surfaces at a distance of approximately 2m to the west of the tree. The excavation and subsequent construction of hard surfaces and retaining structure would result in the removal of the majority of the western hemisphere of the root plate of the tree and a significant amount of its overall root volume. This amount of root loss would result in a

loss of stability provided by the root plate of the tree and would result in the tree having a higher probability of failure, particularly from prevailing storm events from the west and south-west in the U.K. It would also cause a significant decline in the condition and vitality of the tree that would lead to it becoming moribund.

- 4.4 From the VTA carried out, the most significant part of the tree that is most likely to fail in the twelve-month period following the assessment is currently the large, lowest, primary or first order branch (as shown on photograph 2 below). The branch currently has a length of approximately 6m and diameter of 27.5cm at its base. Its size and weight, when combined with the presence of the occluded wound at its base and the fact that it is growing upwards as a competing leader, create a probability of it failing at, or near, its base.

Photograph 2 – The large, lowest first order or primary branch of the Sequoia tree with wound



- 4.5 The Beaufort Scale and UK Wind Map at appendix 5 of this report shows that at the average wind speeds found at Rhyddings Park (10-20 knots or 18-40kph), large branches of trees are in motion. The probability of failure of the branch over the next twelve months under loads imposed by these average weather conditions (when compared to a 'non-compromised' branch that would not be expected to fail under loads imposed by the average weather conditions) is assessed as being in the range of 1:10,000 to 1:100,000.
- 4.6 There are an estimated 50 visitors to Rhyddings Park each day. This equates to an average of 2 visitors per hour to the Park and potentially within the vicinity of the tree. When these visitor numbers are input into QTRA along with the current size of the branch and its assessed probability of failure, the current level of risk of harm associated with the tree and the failure of its lowest primary branch is calculated as less than 1:1,000,000.
- 4.7 If the tree remains and matures in its existing position, the size of the branch will increase and as a consequence so will its probability of failure. As a result, the potential level of risk of harm associated with the tree and the failure of its lowest primary branch is calculated as 1:4,000.
- 4.8 The current level of risk of harm associated with the tree through wind throw or stem snap is calculated as less than 1:1,000,000. If the tree remains and matures in its existing position, it will continue to have a very low probability of failure through wind throw or stem snap. The potential level of risk of harm associated with wind throw or stem snap of the tree is calculated as 1:1,000,000, if the Landscape Concept Masterplan for Rhyddings Park is amended (section 4.3).

5.0 Assessment Conclusions

- 5.1 The proposed hard surface and retaining structure construction within 2m of the tree on its western side, as shown on the Landscape Concept Masterplan, would severely impact the stability of the tree. Unless new hard surfaces and retaining structures can be moved a minimum of 4m away from the tree's main stem and/or constructed so as not to require a significant level of root loss from the existing root volume of the tree, the tree will become moribund and unstable and its retention will be unsustainable. It is concluded therefore that for the tree to remain and mature in its existing position, a modification of the Landscape Concept Masterplan will be required.
- 5.2 The potential option of transplanting the tree would require an excavation of a trench around the tree at a minimum distance of 12m from its main stem (British Standard 5837: 2012 *Trees in relation to design, demolition and construction – Recommendations*, Section 4.6) and a minimum of 1m deep. The rootballed tree would then have to be crated up so that a large crane, able to lift approximately 50 tonnes, could move it to the nearest available planting position. The tree would then require an automatic irrigation system installed around its rootplate to provide water for the tree for a minimum of 5 years as well as the addition of supplementary nutrients for the same period.
- 5.3 From the risk assessment of the Sequoia tree at Rhyddings Park it can be concluded that there is currently a level of risk of harm to people and/or property associated with the tree of less than 1:1,000,000. QTRA advises this level of risk as being broadly acceptable, with risk being already as low as reasonably practicable. When compared to the annual risk of death from various causes over the entire U.K. population, as shown at appendix 6, a level of risk of harm of less than 1:1,000,00 can be described as being very low.
- 5.4 If the tree remains and matures in its existing position without a change in condition, the level of risk of harm associated with it failing through wind throw or snap of its main stem will remain very low (1:1,000,000). However, there is the potential for the level of risk of harm associated with the failure of its lowest primary branch to increase to a level of 1:4,000, where risk is advised as being unacceptable and risk control is required.

- 5.5 In order to control risk the cost of branch removal is considered. The overall cost is equivalent to the estimated financial cost of reducing or removing the branch combined with other costs that are: the potential reduction in the aesthetic quality of the tree; the risk to workers and the public from branch removal; and the increased potential for tree infection and decay through the creation of a pruning wound. From the cost benefit analysis at appendix 7, it is concluded that that cost of branch removal would be proportionate to the benefit it would provide i.e. reducing the level of risk of harm from 1:4,000 to less than 1:10,000, where risk is advised as being tolerable when imposed on others if it is as low as reasonably practicable.
- 5.6 Branch reduction pruning is a descriptive term that describes pruning intended to reduce the length, width, depth and mass of a branch. This type of pruning reduces load-induced stress, thereby decreasing the likelihood of structural failure of a branch and reducing risk to targets below (Goodfellow, J.W., and Detter, A., *Assessing the Potential of Reduction Pruning in Mitigating the Risk of Branch Failure*, May 2013, <http://www.isa-arbor.com/events/conference/proceedings/2013>). It is therefore concluded that a reduction of the size and weight of the Sequoia tree's lowest primary branch would reduce the probability of its failure.
- 5.7 The potential size of the tree, as described in section 4.1 of this report, will result in two further implications of the tree remaining and maturing in its existing position. These are the risk of lightning strike and the level of fear or anxiety that the tree could create. If the tree continues to grow at its current rate it will become one of the tallest (if not the tallest) structures in the local landscape. This will increase the risk of lightning striking the tree and causing significant structural damage. Any significant structural damage would increase the probability of whole or partial tree failure, which would increase the level of risk associated with the tree. Although not a risk *per se*, the potential size and scale of the tree could create a level of anxiety and fear within an urban, residential context.
- 5.8 As a result of the local environment in which the tree is growing there is also a potential risk of infection and decay of the tree by the fungal pathogen Honey Fungus (*Armillaria sp.*). Trees in formal landscapes can be more vulnerable to infection by Honey Fungus than trees in other environments as the removal of natural debris (wood and leaves) from the landscape deprives Honey Fungus of a natural host and can lead to an



increased risk of infection of a healthy tree. The risk of infection can be further increased through surface roots being damaged by grass cutting machinery, or by sub-surface roots being damaged by disturbance from construction activities. Although not possible to quantify at this time, infection and decay of the tree by Honey Fungus would increase the probability of whole or partial tree failure over time, which would increase the level of risk associated with the tree.

6.0 Recommendations

- 6.1 It is not for the author of this report to decide what constitutes a tolerable or acceptable level of risk for the people of Oswaldtwistle. It is therefore recommended that all stakeholders give consideration to the QTRA advisory risk thresholds used in this report, and through consultation, agree what is a tolerable or acceptable level of risk associated with the Sequoia tree at Rhyddings Park.
- 6.2 Although the level of risk of harm currently associated with the tree can be described as being very low, if the tree remains and matures in its existing position it is recommended that in order to mitigate a potential increase in the level of risk associated with the failure of its lowest primary branch, that the branch be reduced by 25% in size and weight in the next three years from the date of this report. It is further recommended that this work be carried out by a fully qualified and insured tree work contractor, working as a minimum to the standards recommended in British Standard 3998: 2010 Tree Work – Recommendations, so that risk reduction work does not unintentionally have a greater negative impact on the quality or condition of the tree.
- 6.3 Although the level of risk of harm currently associated with the tree can be described as being very low, this level can change as a result of factors such as storm damage or decay. It is therefore recommended that if the tree remains and matures in its existing position it is surveyed and assessed for its associated level of risk on a periodic basis and after any tree works or major storm events.
- 6.4 In the event that the Landscape Concept Masterplan is implemented, it is recommended that transplanting the tree to another location within the park is not a viable option due to the high risk of failure and the high cost involved. It is recommended however that space is available within the park and the Masterplan to plant a replacement tree of the same or alternative species in a different location, as proposed on Figure 3 below. A tree planted in this proposed location would have a much larger, un-restricted space in which to develop its root structure and canopy spread and would also be at a greater distance from residential properties, roads and footpaths. It could also potentially induce less fear or anxiety and become a focal point and prominent visual feature of the Park. Over time a new tree in this location could become a sustainable feature of the local landscape and even a local visitor attraction.

6.5 Finally, at the instruction of Hyndburn Borough Council Environmental Services for the purposes of this report, research has provided an approximate cost of £8,250 for the supply and delivery from Holland of a new Sequoia tree approximately 10m tall with a 120-140cm girth. There is an inherent risk of failure when planting large trees and in the first few years after planting they can experience low growth rates. However, there is nothing to suggest that a new large tree, planted in the location proposed on Figure 3, would not have access to the water and nutrient resources it requires to grow at a similar rate as the tree currently growing in the park.

Figure 3 – Rhyddings Park Map and locations of existing & potential replacement trees





Appendix 1

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MPTREES

Appendix 2

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Quantified Tree Risk Assessment
Simply Balancing Risks With Benefits



Quantified Tree Risk Assessment

PRACTICE NOTE

VERSION 5

Quantified Tree Risk Assessment Practice Note

"When you can measure what you are speaking about, and express it in numbers, you know something about it; but when you cannot measure it, when you cannot express it in numbers, your knowledge is of a meagre and unsatisfactory kind"

William Thomson, Lord Kelvin, Popular Lectures and Addresses [1891-1894]

1. INTRODUCTION

Every day we encounter risks in all of our activities, and the way we manage those risks is to make choices. We weigh up the costs and benefits of the risk to determine whether it is acceptable, unacceptable, or tolerable. For example, if you want to travel by car you must accept that even with all the extensive risk control measures, such as seat-belts, speed limits, airbags, and crash barriers, there is still a significant risk of death. This is an everyday risk that is taken for granted and tolerated by millions of people in return for the benefits of convenient travel. Managing trees should take a similarly balanced approach.

A risk from falling trees exists only if there is both potential for tree failure and potential for harm to result. The job of the risk assessor is to consider the likelihood and consequences of tree failure. The outcome of this assessment can then inform consideration of the risk by the tree manager, who may also be the owner.

Using a comprehensive range of values¹, Quantified Tree Risk Assessment (QTRA) enables the tree assessor to identify and analyse the risk from tree failure in three key stages. 1) to consider land-use in terms of vulnerability to impact and likelihood of occupation, 2) to consider the consequences of an impact, taking account of the size of the tree or branch concerned, and 3) to estimate the probability that the tree or branch will fail onto the land-use in question. Estimating the values of these components, the assessor can use the QTRA manual calculator or software application to calculate an annual Risk of Harm from a particular tree. To inform management decisions, the risks from different hazards can then be both ranked and compared, and considered against broadly acceptable and tolerable levels of risk.

A Proportionate Approach to Risks from Trees

The risks from falling trees are usually very low and high risks will usually be encountered only in areas

with either high levels of human occupation or with valuable property. Where levels of human occupation and value of property are sufficiently low, the assessment of trees for structural weakness will not usually be necessary. Even when land-use indicates that the assessment of trees is appropriate, it is seldom proportionate to assess and evaluate the risk for each individual tree in a population. Often, all that is required is a brief consideration of the trees to identify gross signs of structural weakness or declining health. Doing all that is reasonably practicable does not mean that all trees have to be individually examined on a regular basis (HSE 2013).

The QTRA method enables a range of approaches from the broad assessment of large collections of trees to, where necessary, the detailed assessment of an individual tree.

Risk of Harm

The QTRA output is termed the Risk of Harm and is a combined measure of the likelihood and consequences of tree failure, considered against the baseline of a lost human life within the coming year.

ALARP (As Low As Reasonably Practicable)

Determining that risks have been reduced to As Low As Reasonably Practicable (HSE 2001) involves an evaluation of both the risk and the sacrifice or cost involved in reducing that risk. If it can be demonstrated that there is gross disproportion between them, the risk being insignificant in relation to the sacrifice or cost, then to reduce the risk further is not 'reasonably practicable'.

Costs and Benefits of Risk Control

Trees confer many benefits to people and the wider environment. When managing any risk, it is essential to maintain a balance between the costs and benefits of risk reduction, which should be considered in the determination of ALARP. It is not only the financial cost of controlling the risk that should be considered, but also the loss of tree-related benefits, and the risk to workers and the public from the risk control measure itself.

¹ See Tables 1, 2 & 3.

When considering risks from falling trees, the cost of risk control will usually be too high when it is clearly ‘disproportionate’ to the reduction in risk. In the context of QTRA, the issue of ‘gross disproportion’², where decisions are heavily biased in favour of safety, is only likely to be considered where there are risks of 1/10 000 or greater.

Acceptable and Tolerable Risks

The Tolerability of Risk framework (ToR) (HSE 2001) is a widely accepted approach to reaching decisions on whether risks are broadly acceptable, unacceptable, or tolerable. Graphically represented in Figure 1, ToR can be summarised as having a Broadly Acceptable Region where the upper limit is an annual risk of death 1/1 000 000, an Unacceptable Region for which the lower limit is 1/1 000, and between these a Tolerable Region within which the tolerability of a risk will be dependent upon the costs and benefits of risk reduction. In the Tolerable Region, we must ask whether the benefits of risk control are sufficient to justify their cost.

In respect of trees, some risks cross the Broadly Acceptable 1/1 000 000 boundary, but remain tolerable. This is because any further reduction would involve a disproportionate cost in terms of the lost environmental, visual, and other benefits, in addition to the financial cost of controlling the risk.

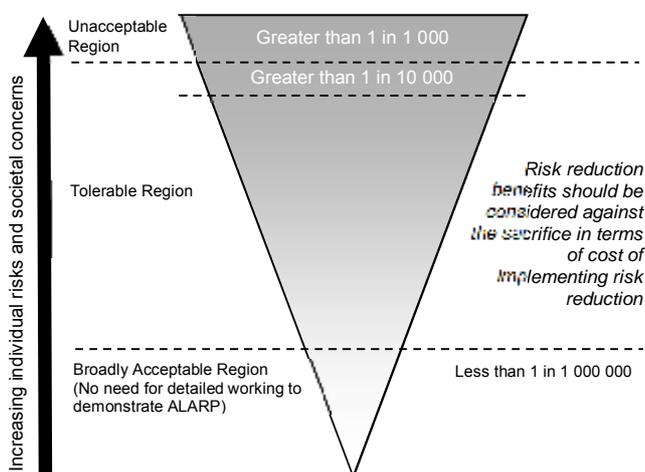


Figure 1. Adapted from the Tolerability of Risk framework (HSE 2001).

Value of Statistical Life

The Value of Statistical Life (VOSL), is a widely applied risk management device, which uses the value of a hypothetical life to guide the proportionate allocation of resources to risk reduction. In the UK,

this value is currently in the region of £1 500 000, and this is the value adopted in the QTRA method.

In QTRA, placing a statistical value on a human life has two particular uses. Firstly, QTRA uses VOSL to enable damage to property to be compared with the loss of life, allowing the comparison of risks to people and property. Secondly, the proportionate allocation of financial resources to risk reduction can be informed by VOSL. “A value of statistical life of £1 000 000 is just another way of saying that a reduction in risk of death of 1/100 000 per year has a value of £10 per year” (HSE 1996).

Internationally, there is variation in VOSL, but to provide consistency in QTRA outputs, it is suggested that VOSL of £1 500 000 should be applied internationally. This is ultimately a decision for the tree manager.

2. OWNERSHIP OF RISK

Where many people are exposed to a risk, it is shared between them. Where only one person is exposed, that individual is the recipient of all of the risk and if they have control over it, they are also the owner of the risk. An individual may choose to accept or reject any particular risk to themselves, when that risk is under their control. When risks that are imposed upon others become elevated, societal concern will usually require risk controls, which ultimately are imposed by the courts or government regulators.

Although QTRA outputs might occasionally relate to an individual recipient, this is seldom the case. More often, calculation of the Risk of Harm is based on a cumulative occupation – i.e. the number of people per hour or vehicles per day, without attempting to identify the individuals who share the risk.

Where the risk of harm relates to a specific individual or a known group of people, the risk manager might consider the views of those who are exposed to the risk when making management decisions. Where a risk is imposed on the wider community, the principles set out in the ToR framework can be used as a reasonable approach to determine whether the risk is ALARP.

3. THE QTRA METHOD - VERSION 5

The input values for the three components of the QTRA calculation are set out in broad ranges³ of Target, Size, and Probability of Failure. The assessor

² Discussed further on page 5.

³ See Tables 1, 2 & 3.

estimates values for these three components and inputs them on either the manual calculator or software application to calculate the Risk of Harm.

Assessing Land-use (Targets)

The nature of the land-use beneath or adjacent to a tree will usually inform the level and extent of risk assessment to be carried out. In the assessment of Targets, six ranges of value are available. Table 2 sets out these ranges for vehicular frequency, human occupation and the monetary value of damage to property.

Human Occupation

The probability of pedestrian occupation at a particular location is calculated on the basis that an average pedestrian will spend five seconds walking beneath an average tree. For example, ten pedestrians per day, each occupying the Target for five seconds, is a daily occupation of fifty seconds. The total seconds in a day are divided to give a probability of Target occupation ($50/86\,400 = 1/1\,728$). Where a longer occupation is likely, as with a habitable building, outdoor café, or park bench, the period of occupation can be measured, or estimated as a proportion of a given unit of time, e.g. six hours per day ($1/4$). The Target is recorded as a range (Table 2).

Weather Affected Targets

Often the nature of a structural weakness in a tree is such that the probability of failure is greatest during windy weather, while the probability of the site being occupied by people during such weather is often low. This applies particularly to outdoor recreational areas. When estimating human Targets, the risk assessor must answer the question 'in the weather conditions that I expect the likelihood of failure of the tree to be initiated, what is my estimate of human occupation?' Taking this approach, rather than using the average occupation, ensures that the assessor considers the relationship between weather, people, and trees, along with the nature of the average person with their ability to recognise and avoid unnecessary risks.

Vehicles on the Highway

In the case of vehicles, likelihood of occupation may relate to either the falling tree or branch striking the vehicle or the vehicle striking the fallen tree. Both types of impact are influenced by vehicle speed; the faster the vehicle travels the less likely it is to be struck by the falling tree, but the more likely it is to strike a fallen tree. The probability of a vehicle

occupying any particular point in the road is the ratio of the time it is occupied - including a safe stopping distance - to the total time. The average vehicle on a UK road is occupied by 1.6 people (DfT 2010). To account for the substantial protection that the average vehicle provides against most tree impacts and in particular, frontal collisions, QTRA values the substantially protected 1.6 occupants in addition to the value of the vehicle as equivalent to one exposed human life.

Property

Property can be anything that could be damaged by a falling tree, from a dwelling, to livestock, parked car, or fence. When evaluating the exposure of property to tree failure, the QTRA assessment considers the cost of repair or replacement that might result from failure of the tree. Ranges of value are presented in Table 2 and the assessor's estimate need only be sufficient to determine which of the six ranges the cost to select.

In Table 2, the ranges of property value are based on a VOSL of £1 500 000, e.g. where a building with a replacement cost of £15 000 would be valued at 0.01 ($1/100$) of a life (Target Range 2).

When assessing risks in relation to buildings, the Target to be considered might be the building, the occupants, or both. Occupants of a building could be protected from harm by the structure or substantially exposed to the impact from a falling tree if the structure is not sufficiently robust, and this will determine how the assessor categorises the Target.

Multiple Targets

A Target might be constantly occupied by more than one person and QTRA can account for this. For example, if it is projected that the average occupation will be constant by 10 people, the Risk of Harm is calculated in relation to one person constantly occupying the Target before going on to identify that the average occupation is 10 people. This is expressed as Target $1(10T)/1$, where 10T represents the Multiple Targets. In respect of property, a Risk of Harm $1(10T)/1$ would be equivalent to a risk of losing £15 000 000 as opposed to £1 500 000.

Tree or Branch Size

A small dead branch of less than 25mm diameter is not likely to cause significant harm even in the case of direct contact with a Target, while a falling branch with a diameter greater than 450mm is likely to cause some harm in the event of contact with all but the most robust Target. The QTRA method categorises

Size by the diameter of tree stems and branches (measured beyond any basal taper). An equation derived from weight measurements of trees of different stem diameters is used to produce a data set of comparative weights of trees and branches ranging from 25mm to 600mm diameter, from which Table 1 is compiled. The size of dead branches might be discounted where they have undergone a significant reduction in weight because of degradation and shedding of subordinate branches. This discounting, referred to as 'Reduced Mass',

reflects an estimated reduction in the mass of a dead branch.

Table 1. Size

Size Range	Size of tree or branch	Range of Probability
1	> 450mm (>18") dia.	1/1 - >1/2
2	260mm (10½") dia. - 450mm (18") dia.	1/2 - >1/8.6
3	110mm (4½") dia. - 250mm (10") dia.	1/8.6 - >1/82
4	25mm (1") dia. - 100mm (4") dia.	1/82 - 1/2 500

* Range 1 is based on a diameter of 600mm.

Table 2. Targets

Target Range	Property (repair or replacement cost)	Human (not in vehicles)	Vehicle Traffic (number per day)	Ranges of Value (probability of occupation or fraction of £1 500 000)
1	£1 500 000 - >£150 000	Occupation: Constant - 2.5 hours/day Pedestrians 720/hour - 73/hour & cyclists:	26 000 - 2 700 @ 110kph (68mph) 32 000 - 3 300 @ 80kph (50mph) 47 000 - 4 800 @ 50kph (32mph)	1/1 - >1/10
2	£150 000 - >£15 000	Occupation: 2.4 hours/day - 15 min/day Pedestrians 72/hour - 8/hour & cyclists:	2 600 - 270 @ 110kph (68mph) 3 200 - 330 @ 80kph (50mph) 4 700 - 480 @ 50kph (32mph)	1/10 - >1/100
3	£15 000 - >£1 500	Occupation: 14 min/day - 2 min/day Pedestrians 7/hour - 2/hour & cyclists:	260 - 27 @ 110kph (68mph) 320 - 33 @ 80kph (50mph) 470 - 48 @ 50kph (32mph)	1/100 - >1/1 000
4	£1 500 - >£150	Occupation: 1 min/day - 2 min/week Pedestrians 1/hour - 3/day & cyclists:	26 - 4 @ 110kph (68mph) 32 - 4 @ 80kph (50mph) 47 - 6 @ 50kph (32mph)	1/1 000 - >1/10 000
5	£150 - >£15	Occupation: 1 min/week - 1 min/month Pedestrians 2/day - 2/week & cyclists:	3 - 1 @ 110kph (68mph) 3 - 1 @ 80kph (50mph) 5 - 1 @ 50kph (32mph)	1/10 000 - >1/100 000
6	£15 - £1	Occupation: <1 min/month - 0.5 min/year Pedestrians 1/week - 6/year & cyclists:	None	1/100 000 - 1/1 000 000

Vehicle, pedestrian and property Targets are categorised by their frequency of use or their monetary value. The probability of a vehicle or pedestrian occupying a Target area in Target Range 4 is between the upper and lower limits of 1/1 000 and >1/10 000 (column 5). Using the VOSL £1 500 000, the property repair or replacement value for Target Range 4 is £1 500 - >£150.

Probability of Failure

In the QTRA assessment, the probability of tree or branch failure within the coming year is estimated and recorded as a range of value (Ranges 1 - 7, Table 3).

Selecting a Probability of Failure (PoF) Range requires the assessor to compare their assessment of the tree or branch against a benchmark of either a non-compromised tree at Probability of Failure Range 7, or a tree or branch that we expect to fail within the year, which can be described as having a 1/1 probability of failure.

During QTRA training, Registered Users go through a number of field exercises in order to calibrate their estimates of Probability of Failure.

Table 3. Probability of Failure

Probability of Failure Range	Probability
1	1/1 - >1/10
2	1/10 - >1/100
3	1/100 - >1/1 000
4	1/1 000 - >1/10 000
5	1/10 000 - >1/100 000
6	1/100 000 - >1/1 000 000
7	1/1 000 000 - 1/10 000 000

The probability that the tree or branch will fail within the coming year.

The QTRA Calculation

The assessor selects a Range of values for each of the three input components of Target, Size and Probability of Failure. The Ranges are entered on either the manual calculator or software application to calculate a Risk of Harm.

The Risk of Harm is expressed as a probability and is rounded, to one significant figure. Any Risk of Harm that is lower than 1/1 000 000 is represented as <1/1 000 000. As a visual aid, the Risk of Harm is colour coded using the traffic light system illustrated in Table 4 (page 7).

Risk of Harm - Monte Carlo Simulations

The Risk of Harm for all combinations of Target, Size and Probability of Failure Ranges has been calculated using Monte Carlo simulations⁴. The QTRA Risk of Harm is the mean value from each set of Monte Carlo results.

In QTRA Version 5, the Risk of Harm should not be calculated without the manual calculator or software application.

Assessing Groups and Populations of Trees

When assessing populations or groups of trees, the highest risk in the group is quantified and if that risk is tolerable, it follows that risks from the remaining trees will also be tolerable, and further calculations are unnecessary. Where the risk is intolerable, the next highest risk will be quantified, and so on until a tolerable risk is established. This process requires prior knowledge of the tree manager's risk tolerance.

Accuracy of Outputs

The purpose of QTRA is not necessarily to provide high degrees of accuracy, but to provide for the quantification of risks from falling trees in a way that risks are categorised within broad ranges (Table 4).

4. INFORMING MANAGEMENT DECISIONS

Balancing Costs and Benefits of Risk Control

When controlling risks from falling trees, the benefit of reduced risk is obvious, but the costs of risk control are all too often neglected. For every risk reduced there will be costs, and the most obvious of these is the financial cost of implementing the control measure. Frequently overlooked is the transfer of risks to workers and the public who might be directly affected by the removal or pruning of trees. Perhaps

more importantly, most trees confer benefits, the loss of which should be considered as a cost when balancing the costs and benefits of risk control.

When balancing risk management decisions using QTRA, consideration of the benefits from trees will usually be of a very general nature and not require detailed consideration. The tree manager can consider, in simple terms, whether the overall cost of risk control is a proportionate one. Where risks are approaching 1/10 000, this may be a straightforward balancing of cost and benefits. Where risks are 1/10 000 or greater, it will usually be appropriate to implement risk controls unless the costs are grossly disproportionate to the benefits rather than simply disproportionate. In other words, the balance being weighted more on the side of risk control with higher associated costs.

Considering the Value of Trees

It is necessary to consider the benefits provided by trees, but they cannot easily be monetised and it is often difficult to place a value on those attributes such as habitat, shading and visual amenity that might be lost to risk control.

A simple approach to considering the value of a tree asset is suggested here, using the concept of 'average benefits'. When considered against other similar trees, a tree providing 'average benefits' will usually present a range of benefits that are typical for the species, age and situation. Viewed in this way, a tree providing 'average benefits' might appear to be low when compared with particularly important trees – such as in Figure 2, but should nonetheless be sufficient to offset a Risk of Harm of less than 1/10 000. Without having to consider the benefits of risk controls, we might reasonably assume that below 1/10 000, the risk from a tree that provides 'average benefits' is ALARP.

In contrast, if it can be said that the tree provides lower than average benefits because, for example, it is declining and in poor physiological condition, it may be necessary to consider two further elements. Firstly, is the Risk of Harm in the upper part of the Tolerable Region, and secondly, is the Risk of Harm likely to increase before the next review because of an increased Probability of Failure. If both these conditions apply then it might be appropriate to consider the balance of costs and benefits of risk reduction in order to determine whether the risk is ALARP. This balance requires the tree manager to take a view of both the reduction in risk and the costs of that reduction.

⁴ For further information on the Monte Carlo simulation method, refer to http://en.wikipedia.org/wiki/Monte_Carlo_method



Fig. 2

Lower Than Average Benefits from Trees

Usually, the benefits provided by a tree will only be significantly reduced below the 'average benefits' that are typical for the species, age and situation, if the life of the benefits is likely to be shortened, perhaps because the tree is declining or dead. That is not to say that a disbenefit, such as undesirable shading, lifting of a footpath, or restricting the growth of other trees, should not also be considered in the balance of costs and benefits.

The horse chestnut tree in Figure 3 has recently died, and over the next few years, may provide valuable habitats. However, for this tree species and the relatively fast rate at which its wood decays, the lifetime of these benefits is likely to be limited to only a few years. This tree has an already reduced value that will continue to reduce rapidly over the coming five to ten years at the same time as the Risk of Harm is expected to increase. There will be changes in the benefits provided by the tree as it degrades. Visual qualities are likely to reduce while the decaying wood provides habitats for a range of species, for a short while at least. There are no hard and fast measures of these benefits and it is for the tree manager to decide what is locally important and how it might be balanced with the risks.

Where a risk is within the Tolerable Region and the tree confers lower than average benefits, it might be appropriate to consider implementing risk control while taking account of the financial cost. Here, VOSL can be used to inform a decision on whether the cost of risk control is proportionate. Example 3 below puts this evaluation into a tree management context.

There will be occasions when a tree is of such minimal value and the monetary cost of risk reduction so low that it might be reasonable to

further reduce an already relatively low risk. Conversely, a tree might be of such considerable value that an annual risk of death greater than 1/10 000 would be deemed tolerable.

Occasionally, decisions will be made to retain elevated risks because the benefits from the tree are particularly high or important to stakeholders, and in these situations, it might be appropriate to assess and document the benefits in some detail. If detailed assessment of benefits is required, there are several methodologies and sources of information (Forest Research 2010).



Fig. 3

Delegating Risk Management Decisions

Understanding of the costs with which risk reduction is balanced can be informed by the risk assessor's knowledge, experience and on-site observations, but the risk management decisions should be made by the tree manager. That is not to say that the tree manager should review and agree every risk control measure, but when delegating decisions to surveyors and other staff or advisors, tree managers should set out in a policy, statement or contract, the principles and perhaps thresholds to which trees and their associated risks will ordinarily be managed.

Based on the tree manager accepting the principles set out in the QTRA Practice Note and or any other specific instructions, the risk assessor can take account of the cost/benefit balance and for most

situations will be able to determine whether the risk is ALARP when providing management recommendations.

Table 4. QTRA Advisory Risk Thresholds

Thresholds	Description	Action
1/1,000	Unacceptable Risks will not ordinarily be tolerated	<ul style="list-style-type: none"> Control the risk
	Unacceptable (where imposed on others) Risks will not ordinarily be tolerated	<ul style="list-style-type: none"> Control the risk Review the risk
1/10 000	Tolerable (by agreement) Risks may be tolerated if those exposed to the risk accept it, or the tree has exceptional value	<ul style="list-style-type: none"> Control the risk unless there is broad stakeholder agreement to tolerate it, or the tree has exceptional value Review the risk
	Tolerable (where imposed on others) Risks are tolerable if ALARP	<ul style="list-style-type: none"> Assess costs and benefits of risk control Control the risk only where a significant benefit might be achieved at reasonable cost Review the risk
1/1 000 000	Broadly Acceptable Risk is already ALARP	<ul style="list-style-type: none"> No action currently required Review the risk

QTRA Informative Risk Thresholds

The QTRA advisory thresholds in Table 4 are proposed as a reasonable approach to balancing safety from falling trees with the costs of risk reduction. This approach takes account of the widely applied principles of ALARP and ToR, but does not dictate how these principles should be applied. While the thresholds can be the foundation of a robust policy for tree risk management, tree managers should make decisions based on their own situation, values and resources. Importantly, to enable tree assessors to provide appropriate management guidance, it is helpful for them to have some understanding of the tree owner’s management preferences prior to assessing the trees.

A Risk of Harm that is less than 1/1 000 000 is Broadly Acceptable and is already ALARP. A Risk of Harm 1/1 000 or greater is unacceptable and will not ordinarily be tolerated. Between these two values, the Risk of Harm is in the Tolerable Region of ToR and will be tolerable if it is ALARP. In the Tolerable

Region, management decisions are informed by consideration of the costs and benefits of risk control, including the nature and extent of those benefits provided by trees, which would be lost to risk control measures.

For the purpose of managing risks from falling trees, the Tolerable Region can be further broken down into two sections. From 1/1 000 000 to less than 1/10 000, the Risk of Harm will usually be tolerable providing that the tree confers ‘average benefits’ as discussed above. As the Risk of Harm approaches 1/10 000 it will be necessary for the tree manager to consider in more detail the benefits provided by the tree and the overall cost of mitigating the risk.

A Risk of Harm in the Tolerable Region but 1/10 000 or greater will not usually be tolerable where it is imposed on others, such as the public, and if retained, will require a more detailed consideration of ALARP. In exceptional circumstances a tree owner might choose to retain a Risk of Harm that is 1/10 000 or greater. Such a decision might be based on the agreement of those who are exposed to the risk, or perhaps that the tree is of great importance. In these circumstances, the prudent tree manager will consult with the appropriate stakeholders whenever possible.

5. EXAMPLE QTRA CALCULATIONS AND RISK MANAGEMENT DECISIONS

Below are three examples of QTRA calculations and application of the QTRA Advisory Thresholds.

Example 1.

	Target	Size	Probability of Failure	Risk of Harm
Range	6	x 1	x 3	= <1/1 000 000

Example 1 is the assessment of a large (Size 1), unstable tree with a probability of failure of between 1/100 and >1/1 000 (PoF 3). The Target is a footpath with less than one pedestrian passing the tree each week (Target 6). The Risk of Harm is calculated as less than 1/1 000 000 (green). This is an example of where the Target is so low consideration of the structural condition of even a large tree would not usually be necessary.

Example 2.

	Target		Size		Probability of Failure		Risk of Harm
Range	1	x	4	x	3	=	1(2T)/50 000

In Example 2, a recently dead branch (Size 4) overhangs a busy urban high street that is on average occupied constantly by two people, and here Multiple Target occupation is considered.

Having an average occupancy of two people, the Risk of Harm 1(2T)/50 000 (yellow) represents a twofold increase in the magnitude of the consequence and is therefore equivalent to a Risk of Harm 1/20 000 (yellow). This risk does not exceed 1/10 000, but being a dead branch at the upper end of the Tolerable Region it is appropriate to consider the balance of costs and benefits of risk control. Dead branches can be expected to degrade over time with the probability of failure increasing as a result. Because it is dead, some of the usual benefits from the branch have been lost and it will be appropriate to consider whether the financial cost of risk control would be proportionate.

Example 3.

	Target		Size		Probability of Failure		Risk of Harm
Range	3	x	3	x	3	=	1/500 000

In Example 3, a 200mm diameter defective branch overhangs a country road along which travel between 470 and 48 vehicles each day at an average speed of 50kph (32mph) (Target Range 3). The branch is split and is assessed as having a probability of failure for the coming year of between 1/100 and 1/1 000 (PoF Range 3). The Risk of Harm is calculated as 1/500 000 (yellow) and it needs to be considered whether the risk is ALARP. The cost of removing the branch and reducing the risk to Broadly Acceptable (1/1 000 000) is estimated at £350. To establish whether this is a proportionate cost of risk control, the following equation is applied. £1 500 000 (VOSL) x 1/500 000 = £3 indicating that the projected cost of £350 would be disproportionate to the benefit. Taking account of the financial cost, risk transfer to arborists and passers-by, the cost could be described as being grossly disproportionate, even if accrued benefits over say ten years were taken into account.

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MPTREES

Appendix 3

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Visual Tree Assessment and Quantified Tree Risk Assessment (QTRA) Tree Survey Data Table

Key

Ref: Reference number, individual tree = T, group of trees = G

Species: Common Name

Age Range: Y = young, SM = semi mature, EM = early mature, M = mature, PM = post mature

Height: Height to top of crown of individual or tallest tree in group in metres.

Crown Spread: Diameter of crown at widest point in metres.

Stem Diam.: Stem diameter measured at 1.5m above ground level in mm.

Vitality: D = dead, MD = moribund, P = poor, M = moderate, G = good

Target Range: Highest value target that most significant part likely to fail could strike, 1 = high value/occupancy, 6 = low value/occupancy

Size Range: Size of most significant part of tree likely to fail, P= where target is property, 1 = large, 4 = small

Prob. Failure Range: Probability of failure within 12 months, 1 = high, 7 = low

Weather Factor: Allowance for reduced access during high winds when in some situations tree failure is most likely, or situations where the probability of tree failure is increased by hot dry weather, which at the same time increases pedestrian access. To be applied by multiplying the risk index by the weather factor.

Reduce Mass %: Where the mass of a tree or branch is reduced by degradation the risk index is multiplied to reflect the % of mass reduction.

Risk Index: Risk of significant harm expressed as a probability

Review Years: Period in years to next inspection

Ref.	Species	Age	Height	Crown Spread	Stem Diam.	Vitality	Target Range	Size Range	Prob. Failure Range	Weather Factor	Reduced Mass %	Risk Index	Review Years
T1	Sequoia	45	15.3	12.5	1180	Good	3	2	5	/	/	less than 1:1,000,000	2

Comments:

Tree is sheltered at moment by adjacent mature trees, closest poplar 20m tall, grassed slope 1m over 25m east to west, base of slope 10m to west, no signs of rootplate movement in ground, minor depression on upslope from settlement, tree growing at 5degrees towards east north east from vertical with good buttress formation to northeast, surface roots to east, good buttress root development, potentially less good on down slope to west, minor dead wood branches <50mm diam. on ground, small girdling roots <100mm diam., good extension growth, small branch pruning wounds <150mm, small deadwood branch stubs <100mm, lowest primary limb to south at 1.75m above ground level has occluded wound on west side from base of branch to approx 1m along branch and has compression buckling of fibres at base of underside of branch, branch has diameter at base of 275mm, primary branch at 3m to southwest has flat cross section at 4m above ground level, primary branch to west at 4m with bark wound at base of branch, cctv is 5m to west, canopy to west is 4.5m, two lowest primary branches growing upwards as leaders, all other branches generally horizontal and/or sloped down, young cones present.

Management Recommendations:

Reduce lowest primary branch in next three years.



MPTREES

Appendix 4

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Quantified Tree Risk Assessment Calculations

Present Risk associated with Branch Failure

There are an estimated 50 visitors to Rhyddings Park each day. This equates to 2 visitors per hour on average. 2 pedestrians per hour is within QTRA target range 3 of between 2 to 7 pedestrians per hour. At present, if the tree or its lowest primary branch were to fail no property would be damaged.

The size of the most significant part of the tree that is most likely to fail in the twelve-month period following the assessment, the tree's lowest, primary or first order branch, has a diameter at its base of 275mm. A diameter of 275mm is within QTRA size range 2, within a diameter range of 260mm to 450mm.

The probability of failure of the branch over the next twelve months under loads imposed by average weather conditions (when compared to a 'non-compromised' branch that would not be expected to fail under loads imposed by the average weather conditions) is assessed as being in the range of 1:10,000 to 1:100,000, QTRA range 5.

The level of risk of harm currently associated with the tree and the failure of its lowest first order or primary branch is calculated as:

	Target		Size		Probability of Failure		Risk of Harm
QTRA Range	3	x	2	x	5	=	<1:1,000,000

Present Risk associated with Wind Throw or Main Stem Snap

If the size of the most significant part of the tree that is most likely to fail within the 12 months after survey is considered to be the whole tree or part of its main stem, the QTRA target range is currently range 3, 2 to 7 pedestrians per hour.

If the size of the most significant part of the tree that is most likely to fail within the 12 months after survey is considered to be the whole tree or part of its main stem, the QTRA size range is 1, diameter greater than 45cm.

Quantified Tree Risk Assessment Calculations

Present Risk associated with Wind Throw or Main Stem Snap (cont.)

The probability of failure of the whole tree or part of the tree within the 12 months after survey under loads imposed by average weather conditions is assessed as being in the range 1:1,000,000 to 1:10,000,000, QTRA probability of failure range 7.

The level of risk of harm currently associated with the tree through wind throw or snap of its main stem is calculated as:

	Target		Size		Probability of Failure		Risk of Harm
Range	3	x	1	x	7	=	<1:1,000,000

Potential Risk associated with Branch Failure

As a result of the Landscape Concept Masterplan for Rhyddings Park there will be a potential increase in visitor numbers and therefore a potential increase in the QTRA target value from 3 to 2, where there is a minimum occupation time by pedestrians within harming distance of the branch of average 15 minutes per day.

Without a change in the landscape of the park, over time, the potential length of the branch will also result in an increase in QTRA target value from 3 to 2, as pedestrians and property (parked cars with a value of between £15,000 to £150,000) on Park Lane will become potential targets.

Over time, the branch has the potential to achieve a diameter of greater than 450mm, QTRA size range 1, where the size of the most significant part of the tree that is most likely to fail within the 12 months after survey has a diameter greater than 450mm.

The probability of failure of the branch has the potential, under loads imposed by average weather conditions (when compared to a 'non-compromised' branch that would not be expected to fail under loads imposed by the average weather conditions) to increase from QTRA range 5 to range 3, a probability of failure range of 1:100 to 1:1,000.

Quantified Tree Risk Assessment Calculations

Potential Risk associated with Branch Failure (cont.)

The potential level of risk of harm associated with the tree and the failure of its lowest first order or primary branch is therefore calculated as:

	Target		Size		Probability of Failure		Risk of Harm
QTRA Range	2	x	1	x	3	=	1:4,000

Potential Risk associated with Wind Throw or Main Stem Snap

As the height of the tree increases over time there will be an increase in QTRA target range from 3 to 2, where a potential property target value in the range of £15,000 to £150,000 is considered.

As the size of the tree increases the probability of failure will not increase with sufficient significance to increase the QTRA probability of failure range.

The level of risk of harm potentially associated with the tree through wind throw or snap of its main stem is calculated as:

	Target		Size		Probability of Failure		Risk of Harm
QTRA Range	2	x	1	x	7	=	<1:1,000,000



MPTREES

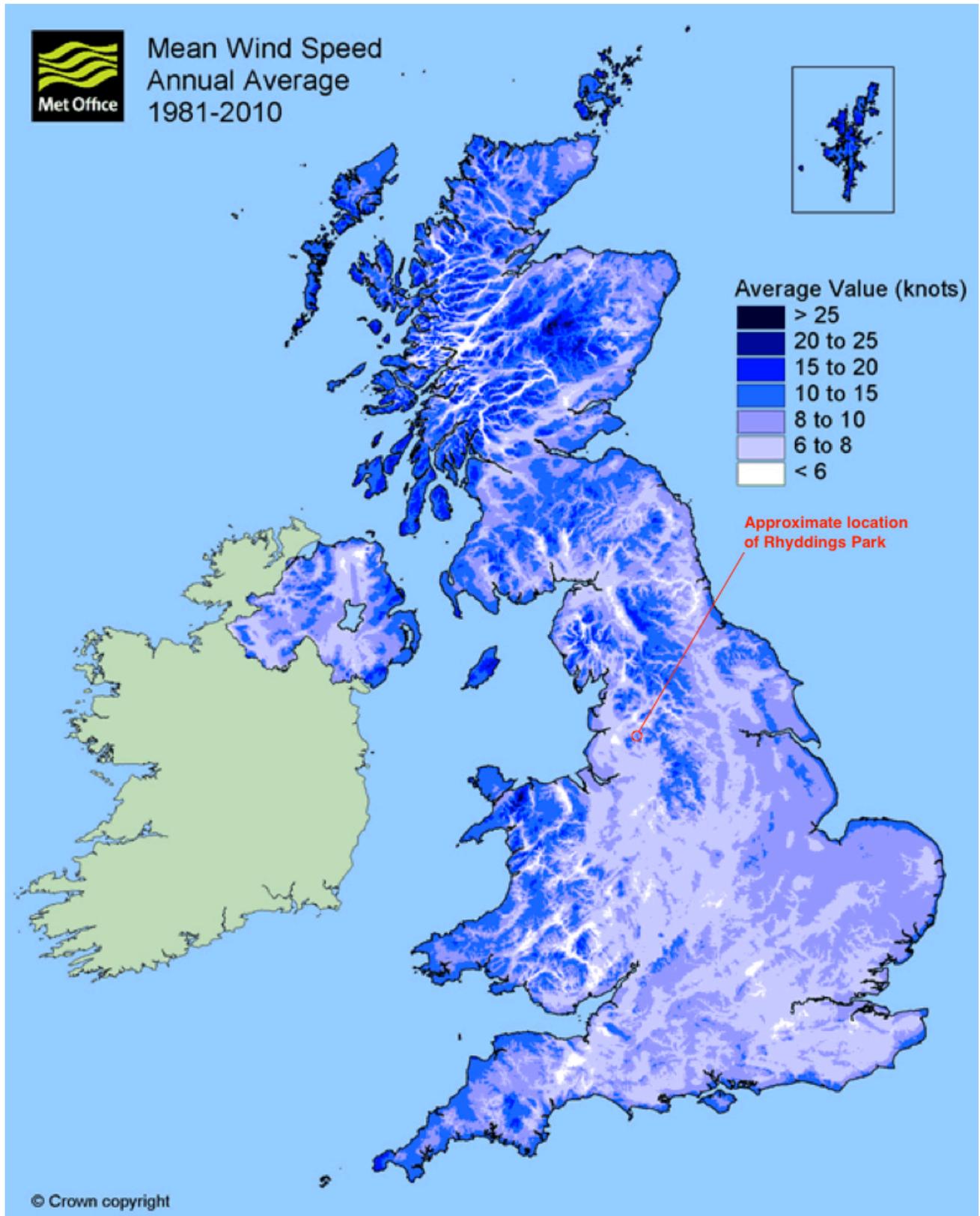
Appendix 5

MPTrees
101 Marsden Avenue, St Helens, Merseyside WA10 4DY
t:01744 604250 m:07575360202 e:matthew@mptrees.com



MPTrees

UK Wind Map



The Beaufort Scale

The Beaufort Scale			
Beaufort scale		Average wind speed (km/h)	Estimating speed over land
0	Calm	less than 1	Calm, smoke rises vertically.
1	Light Air	1 - 5	Direction of wind shown by smoke drift, but not by wind vanes.
2	Light breeze	6 - 11	Wind felt on face; leaves rustle ; ordinary wind vane moved by wind.
3	Gentle breeze	12 - 19	Leaves and small twigs in constant motion ; wind extends light flag.
4	Moderate breeze	20 - 28	Raises dust and loose paper; small branches moved .
5	Fresh breeze	29 - 38	Small trees in leaf begin to sway ; crested wavelets form on inland waters.
6	Strong breeze	39 - 49	Large branches in motion ; whistling heard in telegraph wires; umbrellas used with difficulty.
7	Near gale	50 - 61	Whole trees in motion ; inconvenience felt when walking against the wind.
8	Gale	62 - 74	Breaks twigs off trees ; generally impedes progress.
9	Strong gale	75 - 88	Slight structural damage occurs (chimney pots and slates removed).
10	Storm	89 - 102	Seldom experienced inland; trees uprooted ; considerable structural damage occurs.
11	Violent storm	103 - 117	Very rarely experienced; accompanied by widespread damage.
12	Hurricane	118 and over	Severe and extensive damage.



MPTREES

Appendix 6

MPTrees
101 Marsden Avenue, St Helens, Merseyside WA10 4DY
t:01744 604250 m:07575360202 e:matthew@mptrees.com

Annual risk of death from various causes over entire U.K. population

Cause of death	Annual risk	Basis of risk and source
Cancer	1 in 387	England and Wales 1999
Injury and poisoning	1 in 3,137	UK 1999
All types of accidents and other external causes	1 in 4,064	UK 1999
All forms of road accident	1 in 16,800	UK 1999
Lung cancer from radon in dwellings	1 in 29,000	England 1996
Gas incident (fire, explosion or carbon monoxide poisoning)	1 in 1,510,000	GB 1994/95–1998/99
From trees	1 in 10,000,000 or less if high wind incidents are excluded	This study
From lightning	1 in 18,700,000	England and Wales 1995–99



MPTREES

Appendix 7

MPTrees
101 Marsden Avenue, St Helens, Merseyside WA10 4DY
t:01744 604250 m:07575360202 e:matthew@mptrees.com

Risk reduction cost benefit analysis

To determine whether a risk is as low as reasonably practicable it is necessary to consider the balance of costs and benefits of risk reduction work and decide if risk control is proportionate.

Cost benefit analysis of removal of lowest primary branch of tree

Although the level of risk associated with the failure of the tree's lowest primary branch is currently assessed as broadly acceptable, it has the potential to increase to an unacceptable level.

The financial cost of removal of the tree's lowest primary branch, thereby removing the potential for the level of risk to become unacceptable is estimated to be £250.

To determine whether this is a proportionate allocation of financial resources to risk reduction, the following calculation can be carried out:

$$£1,500,00 \text{ (Value of Statistical Life, see QTRA practice note v5 at appendix 2)} \times 1/4,000 \text{ (level of risk)} = 375(£)$$

Not only financial cost is considered when assessing the costs and benefits of risk control however. Other costs that are considered include the loss of tree-related benefits, such as aesthetic quality and environmental and health benefits, and the risk to workers and the public from the risk reduction work.

Another potential 'cost' to be considered in this instance is that the removal of the branch will leave a relatively large diameter stem wound that will create a potential site for infection and decay of the tree. A larger wound has increased potential for infection and decay than a wound of lesser diameter and can therefore potentially increase the probability of tree failure. Poor pruning practice when removing a branch can also increase potential for infection and decay of a wound and therefore also potentially increase the probability of tree failure.

Risk reduction cost benefit analysis

Cost benefit analysis of removal of lowest primary branch of tree (cont.)

When combined with a potential reduction in tree-related benefits, the risk to workers and the public from the risk reduction work and the increased potential for tree infection and/or decay, an estimated risk reduction cost of £250 can be described as being proportionate to the benefit it would provide i.e. reducing the risk level of the tree associated with the failure of its lowest primary branch from 1:4,000, where risks are advised as being unacceptable, to a level less than 10:000 where risks are advised as being tolerable when imposed on others if they are as low as reasonably practicable.

Cost benefit analysis of removal of tree

The level of risk associated with the failure of the tree through wind throw or main stem snap is assessed as broadly acceptable (<1:1,000,000).

In the event that this level of risk is seen as unacceptable, the financial cost of removing the tree is estimated to be currently £800.

To determine whether this is a proportionate allocation of financial resources to risk reduction, the following calculation can be carried out:

$$£1,500,00 \text{ (Value of Statistical Life, see appendix 2)} \times 1:1,000,000 \text{ (level of risk)} = 1.50(£)$$

When combined with the loss of tree-related benefits, such as aesthetic quality and environmental and health benefits, and the risk to workers and the public from the risk reduction work, an estimated risk reduction cost of £800 can be described as disproportionate to the benefits it provides.

Agenda Item 3.f

REPORT TO:		Cabinet	
DATE:		08 June 2016	
PORTFOLIO:		Cllr Ken Moss - Education, Leisure & Arts	
REPORT AUTHOR:		Craig Haraben (Acting Head of Community Services)	
TITLE OF REPORT:		Rhyddings Park Heritage Lottery Bid	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	

1. Purpose of Report

- 1.1 To inform Cabinet of progress in relation to the Heritage Lottery Fund (HLF) Parks for People funding bid relating to Rhyddings Park in Oswaldtwistle.

2. Recommendations

- 2.1 Cabinet continues to support the refurbishment and improvement of Rhyddings Park as outlined in the report (“the Project”) and welcomes receipt of the Heritage Lottery Funding.
- 2.2 Cabinet agrees to the Council being accountable body in respect of the Project and in accordance with the HLF’s terms and conditions in connection with the Project
- 2.3 Cabinet delegates authority to the Acting Head of Community Services to take all reasonable steps to implement and complete the Project, including entering into the necessary agreement with the HLF, entering into any necessary agreement with Newground Together, engaging consultants and contractors as required to deliver the Project and obtaining all necessary permissions and consents.
- 2.4 That Cabinet requests that it receives a further report in due course for its consideration and approval in respect of the proposed terms of the lease to the Friends of Rhyddings Park of the Coach House in Rhyddings Park and the proposed arrangements for the management and operation of the Coach House.

3. Reasons for Recommendations and Background

- 3.1 In 2012 the Parks & Cemetery Service started working with the Friends of Rhyddings Park to explore the possibility of applying for Parks for People funding administered via the HLF.
- 3.2 The outcome of a consultation with the Friends of (FO) Rhyddings Park showed that local residents would like to see the refurbishment of park facilities, the re-building of the coach house to provide a community base within the Park and the walled garden area refurbished and brought back into use as a community food growing area. This way forward was also supported by local schools and GP surgeries who returned the consultation document.
- 3.3 In addition to the refurbishment work there was a desire to have staff in place for two years after construction work had been completed to encourage participation and develop the audience of people who use the Park, including engaging with hard to reach groups. After examining the criteria for Parks for People funding it was clear that funding would be available for both the capital and revenue elements of this project.
- 3.4 Enquiries were made with the HLF and their preferred way forward was for the Council to work with a partner organisation who had the appropriate skills and abilities to enable a first class project to be delivered.
- 3.5 Newground Together (formerly Groundwork Pennine Lancashire) is a 'not for profit' organisation and registered charity which has expertise in green space improvement projects and audience development.
- 3.6 Cabinet agreed on 3 December 2013 for the Council to work with Newground Together to secure Parks for People funding for Rhyddings Park in Oswaldtwistle at no cost to the Council. This is because the mechanism used by the HLF allowed Newground Together to claim any fees directly from the HLF.
- 3.7 In January 2016 the Council received the fantastic news that the Parks for People funding bid relating to Rhyddings Park in Oswaldtwistle had been successful. The project had been allocated £1,461,900 for the delivery stage of the project by the HLF. The total value of the project including in-kind funding and volunteer work is £2 Million.
- 3.8 The funding secured from the HLF will allow for:
- The restoration of the Coach House as a community venue;
 - Returning the derelict walled garden to its traditional use of food growing, including the construction of Victorian style greenhouses;
 - Working with Bootstrap Enterprises to develop a social enterprise based in the restored former Coach House, generating income for the park from meeting rooms, a cafe and a training kitchen;
 - Creating a performance space area and develop a programme of community arts working with Hyndburn Arts at the nearby Civic Arts Theatre;

- Establishing a training and volunteering programme linked to park management, community engagement and health promotion;
- Providing education resources and opportunities for local schools;
- Developing programmes of guided walks and family fun activities.

3.9 As Newground Together were co-applicant with the Council in relation to the successful HLF Stage 2 bid, the Council intends to continue to work in partnership with Newground Together to implement and complete the Project. Newground Together will jointly act as project manager with the Council for the duration of the Project and will employ two HLF funded staff to facilitate audience development and improved horticultural skills within Rhyddings Park.

3.10 During the Stage 2 application process it was envisaged that Newground Together would act as accountable body for the Project. However due to legal concerns about privity of contract with contactors, consultants and suppliers working in Rhyddings Park and clarification from HLF that they would look to claw back any funding for non-compliance from the Council, it was decided that the Council would be best served talking on the responsibility of accountable body.

3.11 The delivery stage work will commence on site once all permissions have been finalised and secured.

4. Alternative Options considered and Reasons for Rejection

4.1 Do not continue with the delivery stage of Parks for People HLF funding and try and undertake improvements to Rhyddings Park via a piece meal approach. This is not recommended as grant funding has now been secured and this work can be undertaken as one project over the next two years.

5. Consultations

5.1 FO Rhyddings Park, local residents, local councillors, schools, GP surgeries, Corporate Property, Legal Services and Parks & Cemetery service have been consulted in relation to this project.

6. Implications

<p>Financial implications (including any future financial commitments for the Council)</p>	<p>On-going maintenance will be contained within existing parks & cemetery service budgets. Match funding of ten percent is required to draw down HLF project funding.</p> <p>External funding bodies have agreed to supply some of the required match funding, in addition to the Council's contribution of £100,000 capital funding towards this project. There is still some unsecured match funding relating to the Project with a value of £14,500.</p>
---------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	<p>However, suitable external funding bodies have been identified and officers are hopeful that they will be able to secure the additional match funding required. If not the Council has agreed to provide the additional £14,500 to cover any short fall.</p> <p>There is an element of contingency funding in the project budget. There is usually no need to match fund this element and this has been verbally confirmed by HLF staff at the permission to start meeting. However there is a small risk that should the HLF change its rules that match funding would need to be found for this element of funding.</p>
<p>Legal and human rights implications</p>	<p>The Council will need to enter into an agreement with HLF on their standard terms and conditions. The Council will then become the accountable body in respect of the grant funding. The Council will be accountable to the HLF for any misspending of the grant funds and may be asked to repay some or all of the grant funding in the event of sales or changes of use of the Park or Coach House within a specified period. These are the HLF's standard terms and they are not negotiable.</p> <p>It is likely the HLF will require the Council to agree to a restriction being registered against its title to the Park. This will require the park to be used for the purposes of the project for a specified period of time, which is usually 20 years.</p>
<p>Assessment of risk</p>	<p>The Council will act as co-project manager and accountable body for the scheme. The Council will use its contract procedure rules to engage all consultants and contactors to undertake the refurbishment work. This should ensure value for money and privity of contract.</p> <p>All design work has been undertaken by suitably qualified designers and projects managers. As such all work should meet required standards.</p>

	Potential claw back of funding for non-compliance from HLF.
Equality and diversity implications	A Customer First Analysis is attached

7. **Local Government (Access to Information) Act 1985:**
List of Background Papers

7.1 Cabinet report dated 3 December 2013 titled Rhyddings Park Heritage Lottery Bid

8. **Freedom of Information**

8.1 The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.

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Hyndburn Borough Council
Customer First Analysis

What is it for?

Our corporate values include putting the customer first, providing opportunities for bright futures and narrowing inequality across the Borough.

From 1 April 2011, a new legal duty applies to all public authorities. It covers these protected characteristics:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race;
- religion or belief;
- gender;
- sexual orientation; and, for some aspects,
- marriage and civil partnerships.

The duty means that – as previously - we should analyse the effect of existing and new policies and practices on equality. It does not specify how we should do this. However, legal cases on the meaning of the previous general equality duties make it clear that we must carry out the analysis **before making the relevant policy decision**, and include consideration as to whether we can reduce any detrimental impact.

The framework overleaf – our Customer First Analysis - is suggested when making a written record of the analysis. This replaces Equality Impact Assessments.

The Analysis should be **proportionate** to the policy decision being taken. In some cases the written record will be a quick set of bullet points or notes under each heading, to deal with any questions which are relevant (or briefly explain why if they aren't). Others will need to be much more detailed. A meaningful Analysis will help the Council make the best decision or formulate a policy which best meets our customers' needs.

Please return completed Customer First Analyses to Human Resources. I can guide you through the process if this would be helpful.

If you have any suggestions for improving this process, please let me know.

Kirsten Burnett
Head of HR

Customer First Analysis

1. Purpose

- What are you trying to achieve with the policy / service / function?
To refurbish Rhyddings Park in Oswaldtwistle
- Who defines and manages it?
Hyndburn BC manages the site in cooperation with the Friends of Rhyddings Park
- Who do you intend to benefit from it and how?
All communities in Oswaldtwistle and the neighbouring Springhill Ward
- What could prevent people from getting the most out of the policy / service / function?
Should the HLF funding be withdrawn
- How will you get your customers involved in the analysis and how will you tell people about it?
The FO Rhyddings Park are the key consultative group for the park and have a direct link to the local community. They have been involved and have influenced the HLF bid throughout the process.

2. Evidence

- How will you know if the policy delivers its intended outcome / benefits?
The park will have been refurbished and there will be an increase in visitors and users in the park
- How satisfied are your customers and how do you know?
The FO Rhyddings Park are happy with progress to date as they are part of the steering group for the project
- What existing data do you have on the people that use the service and the wider population?
Consultation has taken place with local schools, GP surgeries, Councillors and the FO Rhyddings Park
- What other information would it be useful to have? How could you get this? N/A
- Are you breaking down data by equality groups where relevant (such as by gender, age, disability, ethnicity, sexual orientation, marital status, religion and belief, pregnancy and maternity)?
We are aware of the breakdown of equality target groups for the catchment area for Rhyddings Park
- Are you using partners, stakeholders, and councillors to get information and feedback?
Yes as above

3. Impact

- Are some people benefiting more – or less - than others? If so, why might this be?
All communities of Oswaldtwistle and neighbouring Springhill ward should benefit equally

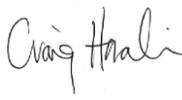
4. Actions

- If the evidence suggests that the policy / service / function benefits a particular group – or disadvantages another - is there a justifiable reason for this and if so, what is it? N/A
- Is it discriminatory in any way? N/A
- Is there a possible impact in relationships or perceptions between different parts of the community? In general no
- What measures can you put in place to reduce disadvantages? The FO Rhyddings Park has an open membership policy so all members of the community could access this group to influence what happens in the park

UNCLASSIFIED

- Do you need to consult further? Further consultation will continue via the FO Rhyddings Park
- Have you identified any potential improvements to customer service? The refurbished coach house will allow a community base within the park and a base for events/activities.
- Who should you tell about the outcomes of this analysis? N/A
- Have you built the actions into your Business Plan with a clear timescale? Yes
- When will this assessment need to be repeated?

Name: Craig Haraben

Signed: 

Service Area: Parks & Cemeteries

Dated: 20 May 2016

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<u>AGENDA ITEM 10</u>			
REPORT TO:		Cabinet	
DATE:		03 December 2013	
PORTFOLIO:		Cllr Ken Moss - Education, Leisure & Arts	
REPORT AUTHOR:		Craig Haraben (Head of Parks & Cemeteries)	
TITLE OF REPORT:		Rhyddings Park Heritage Lottery Bid	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	

1. Purpose of Report

1.1 To inform Cabinet of the progress in relation to the Parks for People funding bid being submitted to the Heritage Lottery Fund (HLF) for Rhyddings Park in Oswaldtwistle.

2. Recommendations

2.1 Cabinet supports the proposal for the refurbishment and improvement of Rhyddings Park as outlined in the report (“the Project”)

2.2 Cabinet agrees to the Council being joint applicant with Newground Together in respect of the proposed stage 2 application for Parks for People Heritage Lottery funding of £ 1,461,000 in accordance with the HLF’s terms and conditions in connection with the Project

2.3 Cabinet notes the proposal to appoint Newground Together as project manager for the Project in the event of the funding bid being successful, as set out in paragraph 3.10 of the report

2.4 Cabinet agrees in principle to allocate £50 000 to the Project from the Council’s 2015/16 capital programme as match funding , subject to approval of the Council’s budget for 2015/16

2.5 Cabinet gives delegated authority to the Head of Parks & Cemeteries to take all reasonable steps to progress the stage 2 funding bid for the Project, including obtaining all necessary permissions and consents;

2.6 Cabinet requests a further report be presented to Cabinet once the outcome of the Stage 2 funding bid is known.

3. Reasons for Recommendations and Background

3.1 In 2012 the Parks & Cemetery Service started working with the Friends of Rhyddings Park to explore the possibility of applying for Parks for People funding administered via the HLF.

3.2 The outcome of a consultation with the Friends of (FO) Rhyddings Park showed that local residents would like to see the refurbishment of park facilities, the re-building of the coach house to provide a community base within the park and the walled garden area refurbished and brought back into use as a community food growing area. This way forward was also supported by local schools and GP surgeries who returned the consultation document.

3.3 In addition to the refurbishment work there was a desire to have a member of staff in place for three years after construction work had been completed to encourage participation and develop the audience of people who use the park, including engaging with hard to reach groups. After examining the criteria for Parks for People funding it was clear that funding would be available for both the capital and revenue elements of this project.

3.4 Enquiries were made with the HLF and their preferred way forward was for the Council to work with a partner organisation who had the appropriate skills and abilities to enable a first class project to be delivered.

3.5 Newground Together (formerly Groundwork Pennine Lancashire) are a 'not for profit' organisation and registered charity who have expertise in green space improvement projects and audience development.

3.6 Newground Together offered to undertake the work necessary to secure Stage 1 Parks for People funding at no cost to the Council. This is because the mechanism used by the HLF allows any fees to be claimed directly from the HLF at the Stage 2 part of the funding process.

3.7 In January 2014 the Council received the news that the Stage 1 Parks for People bid relating to Rhyddings Park in Oswaldtwistle had been successful. Stage 1 is the competitive stage of the bidding process and as such the HLF has pre-allocated £1,461,900 for the delivery stage of the grant.

3.8 To secure this delivery phase funding, a Stage 2 Parks for People application will need to be completed. Newground Together will continue to undertake necessary work along with Parks Staff to secure Stage 2 funding, however, at Stage 2 of the bidding process the land owner also needs to be an applicant for the funding. As such to secure the £1,461,900 the Council will need to be a joint applicant with Newground Together for the Stage 2 funding application for the Project.

- 3.9 It is anticipated that the Stage 2 funding bid will be submitted at the end of February 2015, with the outcome known during August 2015.
- 3.10 Should the Stage 2 funding bid be successful, it is proposed that the Council appoints Newground Together to act as project manager for the delivery phase of the Project. This will require the Council to waive the tendering requirement in its Contract Procedure Rules but this appears to be a sensible approach given Newground Together's familiarity with the project.

4. Alternative Options considered and Reasons for Rejection

- 4.1 Do not apply for Parks for People HLF funding and try and undertake improvements to Rhyddings Park via a piece meal approach. This has been rejected as the size of grant available via the Parks for People part of the HLF fund means that all works required in the park could be undertaken as one project.

5. Consultations

- 5.1 FO Rhyddings Park, local residents, local councillors, schools, GP surgeries, Corporate Property, Legal Services and Parks & Cemetery service have been consulted in relation to this project.

6. Implications

<p>Financial implications (including any future financial commitments for the Council)</p>	<p>On-going maintenance will be contained within existing parks & cemetery service budgets. Match funding of ten percent is required to draw down HLF project funding.</p> <p>Applications are being submitted to external funders for some of this match funding, however it is anticipated that the Council will need to provide £50,000 capital funding towards this project.</p>
<p>Legal and human rights implications</p>	<p>If the bid is successful the Council will need to enter into an agreement with HLF on their standard terms and conditions.</p> <p>It is likely the HLF will require the Council to agree to a restriction being registered against its title to the Park.</p> <p>This will require the park to be used for the purposes of the project for a specified period of time, which is usually 20 years.</p>

Assessment of risk	There is a risk that Stage 2 funding will not be secured, but this is minimised by engaging specialists for necessary areas of work.
Equality and diversity implications	<p>A customer first analysis will be undertaken as part of a subsequent report, should the Stage 2 funding bid be successful.</p> <p>The recommendations of this report do not in themselves have equality implications.</p>

**7. Local Government (Access to Information) Act 1985:
List of Background Papers**

7.1 A copy of the [Stage 1 funding paperwork is](#) available as background information

8. Freedom of Information

8.1 The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.



Notes on completion

Summary

Name of your organisation

Groundwork Pennine Lancs

Project title

In no more than 15 words, please choose a title which you think best describes your project. This will be seen externally, on our website and by our decision makers so please ensure that you choose a title that you are happy for a wide range of people to see.

Rhyddings Park, Oswaldtwistle

Reference number

PP-13-06272

Project summary

In no more than 150 words, summarise your project. We will use this text to tell people about your project, including our decision takers.

Rhyddings is a small historic park in Oswaldtwistle, Accrington still in its original urban context as the garden layout, surrounding housing and mills were constructed by one family and now lie within a single Conservation Area. The park layout is surprisingly similar to that shown on the first Edition OS map and provides great opportunities for interpretation, containing most original features but many needing attention.

The park has a derelict corner where the only original park buildings and the former kitchen garden are located. Refurbished they can provide a community hub for the very active "Friends" to celebrate local heritage, promote activity & wellbeing, and develop a social enterprise generating income for the park.

The park is not used by key sections of the largely deprived local community, most are unaware of its heritage but recent research has indicated great potential for community development focused on community engagement and heritage.

Have you received any advice from us before making your application?

Yes

Please tell us who you received advice from.

Catherine Bowdren, Georgina Finn

Is this your first application to the Heritage Lottery Fund?

No

Please tell us the reference number and project title of your most recent application.

Bees in the Borough , Ref YH-09-08682

Section one: Your organisation

1a Address of your organisation:

Address line 1	Bob Watts Building
Address line 2	193 Bolton Road
Address line 3	
Town / city	BLACKBURN
County	
Postcode	BB2 3GE

1b Is the address of your project the same as the address in 1a?

No

Enter the address of your project:

Address line 1	Rhyddings Park
Address line 2	Fielding Lane
Address line 3	Oswaldtwistle
Town / city	ACCRINGTON
County	Lancashire
Postcode	BB5 3GE

Local Authority within which the project will take place

Hyndburn

Constituency within which the project will take place

Hyndburn

1c Details of main contact person

Name

Peter Jordan

Position

Director

Is the address of the main contact person the same as the address in 1a?

Yes

Daytime phone number, including area code

01254 669050

Alternative phone number

07921 970552

Email address

peter.jordan@gwpl.co.uk

1d Describe your organisation's main purpose and regular activities

Newground is the largest environmental regeneration business in Lancashire providing a range of services to the public and private sectors. Our purpose is to build sustainable communities, working with partners to help improve people's lives, their prospects and potential and the places where they live, work and play.

1e The legal status of your organisation

Please select one of the following:

Organisation not in the public sector

Please select one of the following:

Other

Please specify

Newground is a Community Interest Company wholly owned by the Charity Groundwork Pennine Lancashire

Describe the size and staff structure of your organisation

Approx. 80 staff in delivery divisions: People, Place and Business.

If applicable, how many board members does your organisation have?

10

How much did your organisation spend last financial year?

3672551

What level of unrestricted funds is there in your organisation's reserves?

77641

If your organisation is any of the following, please provide the details shown:

Company - give registration number

CIC 2584952 Charity 2501885

Registered Charity in England, Scotland or Wales - give registration number

Charity 702800

Charity recognised by HM Revenue and Customs in Northern Ireland - give reference number

1f Will your project be delivered by a partnership?

Yes

Who are your partners? Please provide a named contact from each organisation

Friends Of Rhyddings Park - Chair Neil Mooney

Hyndburn BC (HBC)- Shirley Parkinson

1g Are you VAT registered?

Yes

Please provide your VAT number

732433750

Section two: The heritage

In this section tell us about the heritage your project focuses on and why it is valued.

2a What is the heritage your project focuses upon?

Physical description and key features

Rhyddings is a small historic park located 0.5km south of Oswaldtwistle's town centre, near to Accrington, Lancashire. It is a community focused park of 4.4ha containing a number of facilities including; a Folly, two play areas, multi use games area, open lawns, square formal garden, woodland walks, bowling green and pavilion, pets corner and the remains of the former Rhyddings Hall coach house together with the formal gardens and parkland that were associated with the former Rhyddings Hall. To the rear of the coach house, within the park, is a now derelict area, originally a walled garden but subsequently used for tennis and later basket ball. The whole of the park and much of the surrounding terraced housing falls within the Rhyddings Conservation Area.

Rhyddings was originally the grounds of a private house of a mill-owning family, built in 1853, demolished in the 1930's. The park layout still retains many of the elements of the pleasure grounds constructed around the house. Including folly, path layout, balustrades, kitchen garden, entrance gates, tree avenues, formal gardens, terraces, lawns and a sundial and a Japanese lantern. The bases of these latter two remain in the park whilst the lantern and sundial are in council storage awaiting restoration. The existing coach house and outbuildings were constructed as part of the service wing in the 1850's. Robert Watson who built the 1853 hall was also responsible for building many houses of various scales; for workers, foreman and managers of his mills and the majority still exist surrounding the park offering opportunities for interpretation of the park, former mills and millworkers' housing in a co-ordinated way. Oswaldtwistle as a town developed from the 19th Century and the story of Rhyddings' heritage provides a case study of industrial development on a patchwork of older hamlets and farmsteads dating back to the 13th Century. The Spinning Jenny was developed in Oswaldtwistle and first used in nearby Stonebridge Mill. The project will also showcase the effect of rapid boom and bust of the industrial revolution and its effect on the urban landscape of small East Lancashire towns.

Rhyddings and its gardens passed to the local authority in 1909 as a public park, an example of a Villa garden little changed since then. The historic designed landscapes project team and Lancashire County Council's Specialist Landscape Advisor consider Rhyddings Park to be of regional/county importance for its surviving Victorian Villa garden layout and features which have been incorporated into the public park. The County Landscape Specialist Advisor rates Rhyddings as an historic urban park in the first rank of Hyndburn's historic parks. He noted that comparisons of the 1891 first edition OS map with the current OS map show that the majority of the original landscape remains. It is of particular interest because the park itself remains within its historic urban landscape.

The park is surrounded by housing built for employees of the mills owned by Robert Watson, who also created Rhyddings. This includes a variety of sizes and styles to house employees of differing status within the mill, examples are shown on the site context plan (Enc 1).

The siting of the park within the wider heritage context enables visitors to explore and gain an understanding of position and status in Victorian society and the complex relationships of patronage and social responsibility that underpinned some of the industrial and social institutions of that era; and how this had a real impact on how our towns evolved to be the places they are today; from building styles and street layouts to the very parks people relax in.

Oswaldtwistle, with nearby Accrington, is synonymous with the Accrington Pals and the Great War. The Oswaldtwistle war memorial sits at the opposite end of Rhyddings Street from the park gates and the intervening housing would have been home to young men volunteering to join the Pals many never to return. Following a study tour of Flanders in 2008, records of the Accrington Pals memorial at Serre, on the Somme, have been made and evidence of "Oswaldtwistle Graffiti" brought back from the walls of a nearby casualty clearing station. 2014 is the anniversary of the outbreak of the Great War and 2016 of the Battle of the Somme and we envisage work with schools on the urban heritage around Rhyddings will feed into this interest.

How the park is used by the community

Rhyddings is well used by the general public and recent research for The Friends confirmed that the park is well utilised on days with fair or good weather. From late morning to approximately 6pm the park is used by the highest number of visitors – up to 137 (counted in one 30 minute period), who engage in a variety of activities and make use of most facilities. After 6pm the majority of park visitors are young people visiting the games /play facilities or are dog walkers. At any one time of day there are up to 13 dog walkers within the park and these are often the first or last users. More visitors were counted on weekdays than weekends which may be because the park is considered a local resource and residents tend to travel further afield for recreation at weekends.

The park is used for a wide range of events organised by the Friends:

- School groups
- Inter school sports days
- Kite Festival
- Summer holiday craft programme, Wednesday during holidays
- Saturday morning football training for 7-13 year olds
- Annual events e.g. Family Open Air Theatre, Brass Bands in the Park and Blaze Youth Festival which generally attract c500-1000 people but in the case of the July 2013 event over 2500 people attended (although the event was blessed with particularly fine weather). All of these events are free.

In 2013 the bowling green was renamed in honour of former MP, the late Ken Hargreaves, who was honoured by Pope Benedict for his international, national and local work by being knighted into the Order of St Gregory the Great.

A major asset for the park is its active and ambitious “Friends” group who are keen to enhance and improve community usage, they have approached community organisations, schools and GP surgeries in the area to encourage more diverse activities and promote educational, socially cohesive and health benefits that use of the park can offer to local residents. They organise regular events in the Park and produce promotional literature such as leaflets, calendars and regular meetings with published minutes. The Friends secured funds for the construction of the Multi Use Games Area.

Hyndburn, the smallest borough in Lancashire is predominantly urban meaning that the public parks are a vital recreational resource for communities, especially for those in terraced areas lacking gardens.

2b Is your heritage considered to be at risk? If so, please tell us in what way.

Although much of the park is well maintained and used the former walled garden and coach-house are in a very poor state of repair. They blight this part of the park. The park suffers from periodic spates of anti-social behaviour which relate to a group of young people moving between sites within Oswaldtwistle being periodically moved on when issues come to a head. When these young people congregate in the park they gather in the walled garden causing damage to the heritage and nuisance to park users as their influence extends into the park and renders that area of the park less attractive.

The roof of the Coach house is unsound and is close to collapse. It requires urgent attention before the fabric of the whole building is damaged to an extent where it becomes a public danger requiring demolition. A condition survey of the walls and out buildings was carried out in 2010 by Lancashire County Council's Structural Engineering, Building Design and Construction Section.

In addition balustrades in the park been vandalised and will need repair in parallel with outreach youth work to avoid repetition of the damage. The photographs included with this submission include evidence of balustrades removed from the park and taken into the walled garden to create an informal BMX track.

Other features require attention such as improved drainage in the parterre garden and the removal of rhododendrons from the rockery to avoid root damage to the structure.

Living memory of the park's origin is in danger of being lost, the hall was demolished in the 1930's and only residents in their very late 80's will remember the original hall.

2c Does your project involve work to physical heritage like buildings, collections, landscapes or habitats?

Yes

Tell us the name of the building(s), collections, landscape or habitat area

Coach House, Rhyddings Park. There will also be works to the fabric of the park including the walled garden, folly, paths and entrance features. The project will also address habitats mentioned in the Lancashire Biodiversity Plan.

Do you, or a partner organisation, own the building, land or heritage items outright?

Yes

Do you or a partner organisation have a mortgage or other loans secured on the property or item, or any plans to take one out?

No

For landscape projects, please provide an Ordnance Survey grid reference for your landscape**2d Does your project involve the acquisition of a building, land or heritage items?**

No

Please tick any of the following that apply to your heritage:

**Accredited Museum, Gallery
or Archive**

**Designated or Significant
(Scotland) Collection**

**DCMS funded Museum,
Library, Gallery or Archive**

World Heritage Site

**Grade I or Grade A listed
building**

**Grade II* or Grade B listed
building**

**Grade II, Grade C or Grade
C(S) listed building**

Local list

**Scheduled Ancient
Monument**

Registered historic ship

Conservation Area



Registered Battlefield

**Area of Outstanding Natural
Beauty (AONB) or National
Scenic Area (NSA)**

National Park

National Nature Reserve

Ramsar site

**Regionally Important
Geological and
Geomorphological Site
(RIGS)**

**Special Area of Conservation
(SAC) or e-SAC**

**Special Protection Areas
(SPA)**

Registered Park or Garden

Section three: Your project

In this section, tell us about your project. Make sure you include all your planned activities, and capital works if applicable.

3a Describe what your project will do.

The project will provide a range of capital and community based activities, :

- Restoration of walls and coach house including energy efficiency measures
 - Improve derelict land and return walled garden to traditional and organic food growing utilising local varieties.
 - Construct Victorian style greenhouse on site of the original kitchen garden greenhouse
 - Enhance footpaths, access points and signage
 - Provide a gazetteer of features of interest within the park and surrounding urban landscape to inform their preservation, understanding and inclusion in activities.
 - Restoration of features such as missing sundial and Japanese Lantern to their original locations. Following vandalism these were removed from the park and placed into storage.
 - Develop a social enterprise based in the restored former coach house – meeting room, cafe and training kitchen
 - Training and volunteering programme linked to park management and maintenance, food growing and community development.
 - Establish food growing / training programme promoting community engagement , promoting healthy eating and the opportunity for mentoring and social interaction.
 - Inter generational programme of activities to reduce perceived distance between older and younger generations and ensure that all members of the local community feel able to access the park at all times.
 - Community archaeology to identify the location of hall. This will then be permanently marked out on the lawn.
 - Develop a guided/self guided walks programme involving the park, the conservation area and the wider urban context of the park picking out features of interest to help people understand the heritage and urban context of the park and the development of Oswaldtwistle.
 - Engage with local Primary, Secondary and Special schools in the vicinity of the park. An education programme involving both school and site based activities will be developed. Activities will be predominantly aimed at key stages 2 and 3.
- Develop training programme with Accrington and Rossendale College including decoration and fitting out of coach house
- School holiday activities involving heritage crafts, sport and informal play.
 - GP referral health programme promoting the dietary, physical and mental health benefits from engagement with the Park and its programme of physical activities and training opportunities.
 - Family fun programmes to encourage and celebrate use of the park by the whole community.
 - Phone app, caches etc. to use social media as one of the means to diversify how people interact with the park and its heritage.
 - Outreach youth work to address actual and perceived juvenile nuisance and anti social behaviour by providing diversionary activity and encouraging young people to engage with the project and wider community in a positive way.
 - Outreach work within the three surrounding wards to encourage use of the park by those sections of the local community that do not do so at present
 - Create training and volunteer links to the County Archive in handling the use of archival material. (The County Archive Manager has confirmed support for this)
 - Develop a web based community history repository including training volunteers in oral history recording

3b Explain what need and opportunity your project will address

The park will help the local community to address issues with the support of the agencies in the steering group. These needs and opportunities are;

- Preventing further deterioration of the heritage fabric of the coach house and walled garden and restore missing features from storage.
- Address damage to original park layout
- Steep inclines and poor surfaces have been identified as a barrier which can discourage people with limited mobility from using the park, improvements to the path surface, drainage works and recording of

inclines will address this issue.

- Restore and interpret the park in its original context by restoring the walled garden and illustrating on the ground how the parks features relate to the site of the former hall and the urban landscapes reflects the industrial revolution which funded the development of Rhyddings Hall and its grounds.
- Interpret park heritage and layout
- Provide training and develop opportunities to address local unemployment, particularly youth unemployment.
- Provide resources for schools to support educational attainment and employability (promote social and interpersonal skills which local employers state that many otherwise qualified students lack).
- Promote alternative education activities providing countryside and heritage based learning for those young people who do not thrive in mainstream education.
- Develop the skills and competencies of the Friends to maintain their growth and ability to take an increasing role in the management and development of the park .
- It is felt that use of the park is not reflective of residents of the surrounding wards. For instance BME groups make up 0% of park users but over 3% of the catchment area population. A programme of activities to encourage engagement with non-users will take place in order to make park usage more representative.
- Local properties are in the main terraced with limited garden space . Hyndburn ranks 34th out of 326 local authorities in indices of local deprivation and has 53 Super Output Areas. Of the three wards around the park Spring Hill is in the most 10% deprived and St Andrews is in the most 20% deprived. Looking at health deprivation index for 2010 Spring Hill and St Andrews are in the 10% most deprived and Immanuel in the 20% most deprived. The park can provide recreational open space for local residents lacking gardens and through food and physical activity can work with health professionals to address health needs, particularly with those “hard to engage” groups that do not visit health centres.(“stealth health”)

3c Why is it essential for the project to go ahead now?

The fabric of the coach house and the walls of the walled garden are deteriorating and if not soon restored will be beyond economic repair and require demolition to reduce risk of injury to park visitors. These features are vital to the structure and future community use of Rhyddings Park

There remains living memory of use of the park, working life in the mills and the heritage of the now-disappeared local mines. Many local residents have positive memories of the park in their youth and many families have old photographs or postcards this heritage which may soon be lost if not recorded. It is also believed that a 1970's film exists locally, showing dignitaries touring Oswaldtwistle and spending time in Rhyddings Park. The project will train residents in oral history recording and website development in order to record and disseminate locally gathered heritage information.

It is also a good time for the project to take place as a logical progression of the role of Friends of Rhyddings Park. They have independently managed grants of up to £100,000 and play an increasing role in steering and sharing a management role in the park. They are both a registered charity and have enrolled body status under ENTRUST. Due to the scale and nature of this project they have formed a tripartite agreement with Newground (NG) and Hyndburn Borough Council (HBC) who own the park. Through the partnership agreement they can develop their skills and competencies with more strategic funding being provided with the support from experienced local agencies. Now would be an excellent time to build on the momentum for growth that the “Friends” has built up over recent years.

There is a groundswell of local interest- the Friends have engaged with 12 local schools in the immediate vicinity of the park, all have expressed interest in further involvement. Hyndburn Homes a registered social landlord with properties in the area is similarly keen to support this project as it believes that it will benefit its tenants and enhance the locality. NG delivers an environmental project for young people at risk from exclusion from school for a number of establishments. Currently young people from Accrington travel to Burnley or Rossendale for the programme, Rhyddings could provide a local facility for this delivery.

3d Why do you need Lottery funding?

The c £1.5m scale of work required is beyond modest maintenance budgets available in a period of public sector financial hardship coupled with a depressed local economy. Over recent years the Friends and the Council have completed many restoration and enhancement projects in the park but the urgency and scale of works needed to the Coach House and kitchen garden in particular is such that it cannot be done piecemeal and cannot wait. The one-off restoration and construction costs require a step change in short term funding to restore and develop new community resources. The community development aspects will ensure that the

Friends Group experiences a period of sustained mentoring and development able to take a greater role in managing and maintaining the enhanced features of the park.

An application to Local Food was made for the kitchen garden and coach house element. Although this was well received the inclusion of high specification heritage features (e.g. Victorian style greenhouse rather than a poly-tunnel) meant that the bid was unsuccessful on cost grounds. HLF was suggested as a more appropriate source of funding.

HBC allocated £45,000 to the Local Food bid and a similar level of match will be sought from the Cabinet for the HLF round 2 bid. We have approached various match funding sources, Lancashire Environment Fund offered £30,000 towards the Local Food bid and indicated similar support for a Parks for People bid.

The partners have considerable experience of securing match funding and are confident that a cash match of £200,000 can be secured during the development phase. Sources proposed are:

- Lancashire Environment Fund (Landfill Tax Credit Scheme) for open space enhancements and activities promoting Biodiversity
- Hyndburn Community Windfarm Fund – distributes grants for Hyndburn projects in priority themes including Food Growing (i.e. the kitchen garden) and Biodiversity (i.e. Park enhancements that support Biodiversity Action Plans)
- Gannet Foundation – Local Newspaper group supporting community projects
- John Ellerman Foundation – social welfare and health/disability aspects
- Esmee Fairburn Food Strand – welcomes applications that understand or investigate the critical role that food plays in wellbeing and the interplay between food, sustainability and poverty.

3e What work and/or consultation have you undertaken to prepare for this project and why?

This bid reflects several years' development work with the local community and a gradual design process. A master plan was produced and over the years a number of sub-projects developed and implemented as funding opportunities emerged. Where possible these sub-projects took account of long term aspirations for the whole park. For instance when the multi use games area was provided it included provision for a sustainable urban drainage system (SUDS) to harvest rainwater that can be re-used in the kitchen garden when created.

Rhyddings Park is identified as a major green space within the Borough, to be enhanced and to be improved to secure Green Flag award standard.

Specific parts of the Parks for People proposals have benefited from consultation and design work funded by third party awards.

- An outline kitchen garden design was produced using a Community Design Award by which a LI part IV qualified landscape architect was appointed to work with local residents and interest groups to devise a layout that met partners' needs and reflected the parks heritage and former use of the garden.
- Outline designs and costings for the restoration of the former coach house and the creation of a community facility were similarly undertaken under the advice of a conservation architect (Sunderland and Peacock) working with the stakeholders and particularly the Friends.
- The design and costings for the amphitheatre performance area, was developed by a LI part IV qualified landscape architect working with the Friends and wider community of park users. The depression is part of the villa garden's original landform, possibly a tennis court. The Friends are keen to provide an open air performance space to widen the range of activities that can be delivered.

Detailed designs and bills of quantity for all three of the above will be prepared in the development stage in accordance with the approved conservation plan.

Additional consultation and visitor survey work on park use was commissioned by the Friends and undertaken in 2012 and 2013 in preparation for this bid. A randomised survey of park users was undertaken seeking views on the park and how it was used, in addition respondents were asked to provide demographic information which could then be compared with the profile of the three local wards.

A steering group comprising representatives from The Friends of Rhyddings Park, Hyndburn Borough Council, Lancashire County Council and Newground has met regularly to review HLF advice, discuss the evolving bid and sign off the final text and budgets for submission.

Specialist advice has been provided :

- Steve Brereton County Landscape Specialist advisor commented in the context of a database of over 300 historic parks throughout Lancashire
- Arthur Baldwin – Senior Project Officer, Heritage from Newground studied the urban context of the park and researched historical documents, maps and other records. In addition he identified public and private collections of material relating to the area.
- Peter Jordan – Director at Newground co-ordinated the work of the steering group in compiling the bid.
- Phil Jones ; Social and Market Researcher undertook surveys of park users and advised on the remit, timing and delivery of future surveys.
- Neil Mooney and Gayle Knight from Friends of Rhyddings Park provided insight into the existing and potential role of the Friends and the wider community, in particular their aspiration to develop social enterprises within the park.
- Shirley Parkinson and Andrew Hayhurst (HBC) have provided detailed information on management of the park and the obtained costings for project work identified by the Friends.
- K. Horsley has provided a liaison role with the County Council, providing access to resources such as Community Design Award funding, the County Archivist and Landscape Specialist Advisor.
- Sunderland and Peacock Architects inspected and reported on the state of the buildings and have prepared an outline design for the coach house.

Throughout the extensive range of community activities and engagement there has been no adverse comment received on proposals to restore and interpret the heritage of Rhyddings Park.

Section four: Project outcomes

In this section, tell us about the difference that your project will make for heritage, people and communities.

4a What difference will your project make for heritage?

The park and its heritage will be better managed

A new management and maintenance plan will reflect the combined aspiration, commitment and budgets of all stakeholders. The plan will promote integrated delivery with a higher profile role for volunteers and friends and will be evaluated and reviewed annually. The park and its heritage will have a more sustainable future and a stable financial position as a result of this project.

A new Park co-ordinator post will ensure that the work of HBC staff, college students, volunteers, trainees and other agencies is delivered effectively and efficiently and provide particular support and mentoring to volunteers and trainees. Co-ordination will ensure best use of existing resources (cash and “kind”) and enhanced management. Future opportunities to secure new resources or practical support will be addressed in a more co-ordinated way increasing the chances of success. The “post HLF Management Structure diagram” (Enc 2) illustrates how activity will be managed and co-ordinated.

HBC will continue to provide maintenance for the park, at present there are no staff dedicated solely to Rhyddings Park and all work is performed by mobile gangs. Following restoration the Council will have one staff member park based supplemented by mobile gangs for more extensive work such as grass mowing.

The parks co-ordinator will liaise with the various agencies, including HBC to identify what works can be undertaken by volunteers to the appropriate standard. The Park Steering Group will continue after the period of HLF funding and report to HBC as landowner.

The refurbished Coach-house community base will act as a hub providing sustainable income from training, room rental and cafe receipts and a focus for volunteer recruitment and training to increase the level of community activity. This will provide a double benefit: promoting volunteer input and securing cash to reinvest in the park and its heritage.

The training programme will ensure that a cadre of trained and enthusiastic local volunteers are available to deliver practical work on the ground that contributes effectively to the management and maintenance plan ensuring that the parks heritage is both enhanced and protected; and that the future of the park is more firmly rooted in the local community. Volunteers will have opportunities to support the park in many ways, these include, but are not limited to: physical heritage work, training of beneficiaries, leading guided walks, supporting the cafe. The Volunteer Policy statement (Enc 3) outlines in more detail how volunteers will be supported in their roles.

Income from social enterprises will be derived from the cafe, training delivery and health commissions plus potentially from sale of art work and heritage prints. All profits from this activity will be reinvested in the management and maintenance of the park.

These improvements and new ways of working will be reflected in secured green flag annual awards with a high pass mark and the intention to seek Heritage Green Flag award

The Park and its heritage will be in better condition

As a result of this project the physical state of the park will show a marked improvement;

The derelict corner comprising the walled garden and coach house will be restored and brought into beneficial and sustainable use. The former walled garden is currently in a derelict state, we intend to return this to its original use as a kitchen garden providing a food growing and training facility as part of a social enterprise linked to the refurbished coach house This will provide a financially sustainable means of maintaining the enhancements whilst producing social benefits for the local community.

Other heritage features both landscape (parterre, rockery and structural tree planting) and artefacts (sundial, drinking fountain and Japanese lantern) will be restored to their original state and presented in the context of the Villa Garden’s original structure.

The folly will be restored to its original state including access to its first floor which will provide a vantage point to view the structure of the park and the surrounding housing.

Enhanced maintenance by staff and volunteers will maintain high standards. Although Hyndburn BC has a good track record in securing and retaining Green Flag Status for its parks Rhyddings has not been submitted so far because of the poor state of the walled garden and coach house area. The restoration of these will allow a green flag submission and its attending monitoring to be put in place.

The derelict corner of the park has in the past attracted vandalism, removal of this “magnet” and swift responses to any further incidents will prevent it re-establishing by avoiding the “broken window syndrome”

The heritage of the park will be better interpreted and explained

The park will be explained in the context of Rhyddings Hall and the wider urban context of the growth of Oswaldtwistle during the industrial revolution. Although Rhyddings is well used by residents there is very little awareness of the relationship of the park to the former Hall, or indeed that a Hall ever existed within the park as its demolition is only just within the living memory of people in their late 80's.

Interpretation will take a number of forms including:

Guided and self-guided trails of the park and adjoining urban landscape using leaflets and phone applications.

Production of a gazetteer listing features of heritage interest in the park and surrounding area. This will be available in both paper and electronic formats.

Displays in the Coach house and mobile displays used in local venues such as schools, libraries, luncheon clubs and council buildings

A community archaeology excavation to locate the footprint of the 1850's hall

The use of viewing windows (etched with images of historical views) to provide original images that can be looked through providing a ghost view imposed on the current park landscape.

Creation of an online database of images, maps and recollections of the park and surrounding streets

The recording and retention of memories of residents tracing the history of Rhyddings and its immediate surroundings .

School based research projects on the role of the Accrington Pals and the history of local people during the industrial revolution and the Great War.

The heritage of the park will be identified/recorded

Community archaeology events will identify and record the exact location of the former hall allowing its footprint to be delineated on the ground.

Research projects will be undertaken by volunteer researchers and school projects to research particular aspects of local heritage, these will include.

- Monitoring the changes in employment of local residents as described in the local census records, tracking the growth and decline of local mill employment and its replacement with other occupations.
- Tracking the history of individual buildings surrounding the park and the fortunes of the families that lived there.
- Looking at the impact of the Great War on Oswaldtwistle with its connections with the Accrington Pals and the Battle of the Somme. The build up to the 100th anniversary will occur whilst the project is underway and Accrington is investigating a range of activities including a civic visit to Serre where the Pals fought on the opening day of the Somme on 1st July 1916.
- Tracking the history of certain local names in census returns, some local surnames are reputed to have died out within a generation of the Great War.
- Understanding the park in the context of the surrounding urban landscape and conservation area as a project suitable for key stages 2 and 3 geography; looking at the growth and morphology of towns in relation to the reasons for their development.

A research project will be undertaken by volunteers to identify resources held in record offices and public archives.

The high profile events will be used to promote the project encouraging local people to search their attics and or memories and attend an “Antiques Roadshow” type event bringing pictures, artefacts or memories of Rhyddings to a panel of experts for explanation and recording before sharing with the wider public.

Where possible old maps, photographs and references will be digitised and made available. The community

to generate income from pictures and old images will be investigated.

A gazetteer of all features of interest in the park will be published to support future research and project work. A record of all reference materials and artefacts held by the Project partners, and held by third parties in archives or collections open to the public will be published to support future research and project work. We will work with existing and new local interest groups to develop an ongoing suite of local heritage projects.

4b What difference will your project make for people?

People will have developed skills

Fundamental to this project is the empowerment of local people to learn about and engage with the heritage of their local area. There will be an extensive range of training and volunteer support which will include informal mentoring and formal courses leading to certificates (e.g. first aid), entry level qualifications such as AQA and more structured qualifications such as RHS Horticulture or NVQ Diplomas in Heritage Skills via Accrington and Rossendale College (ACCROSS)

ACCROSS have very recently expressed interest in being a project partner as many construction, heritage skills and landscape aspects can provide the type of "real world" experience that they would like their students to secure. Whilst we will balance this against the quality requirements of the refurbishment we see this as a great training and community engagement opportunity to investigate in the development stage.

Training and support will be provided in the following areas:

- Conservation and heritage skills
- Walk leading and visitor management
- Risk assessment, child protection and first aid
- Horticulture and permaculture
- Oral history recording
- Business planning , fund raising and bid writing
- Healthy lifestyle activities including sports development, diet advice and seasonal and traditional food preparation (e.g. salads, soups, jams and chutneys)

The enclosed Volunteer Policy Statement defines how the volunteer Policy will ensure that volunteers are supported in their roles.

There will be formalised links with local schools and colleges dealing with both curriculum related workshops and projects and alternative education for those pupils that do not thrive in a mainstream environment. Practical conservation and food growing tasks have proved particularly beneficial for kinaesthetic or tactile learners who can benefit from a range of AQA qualifications as in the Valley of Stone example cited in the Volunteer Policy Statement.

Hyndburn Homeless Forum are particularly keen to involve their clients in volunteering and training to build confidence, provide an initial rung of a ladder to employment and provide stability.

People will have learnt about heritage

Through engagement with a wide range of activities, local people, visitors and school children will have learnt about the heritage of Rhyddings. This may be from visits, events and activities or project work. Their engagement will be both formal and informal and may include online experience from a distance or through a presentation /oral history session involving older residents not able to visit the park physically but being taken there virtually.

People will demonstrate their understanding by taking on roles as volunteer guides, supporting workshops with school children, providing information for research projects and generally sharing their enthusiasm for and love of this park. Learning will continue beyond the period of HLF funding using the skills and support mechanisms developed during the project.

Lancashire County Council has a wide range of experience in working with communities to develop and run community archaeological excavations. The most recent project was a successful community excavation run in partnership with Oxford Archaeology North at Arden Hall in Peel Park. Participants included two local schools, a Scout pack and a core group of local volunteers.

People will have volunteered time

People are genuinely excited about this project through involvement with a number of previous bids. In return for volunteering their enthusiasm and talent they will obtain new skills and a rewarding experience. This might be reflected in; qualifications, increased confidence, new friends or just a better awareness of their locality and the people that live there.

The roles that volunteers, with mentoring support, can deliver are many, examples include:

- Project leadership and management
- Running and supporting community events and activities
- Mentoring others passing on skills in the kitchen, garden or classroom
- Running the community cafe
- Developing and managing a new park website and developing smartphone applications
- Undertaking research in local archives, online and through interviewing and recording the views of residents.

Volunteering will enable people from differing backgrounds and ages to share love of the park and local area developing a shared sense of purpose and wellbeing. This will in turn promote social and intergenerational cohesion ensuring the Rhyddings is at the heart of the whole local community. The opportunities to provide confidence and training to support homeless people on their ladder to employment has been cited in the section above, it is equally relevant here.

The restored buildings will provide welfare, storage and training facilities for volunteers and local community activists making volunteering more pleasurable and demonstrating that volunteers are valued as a cornerstone of the park's future.

4c What difference will your project make for communities?

Your local area/community will be a better place to live, work and visit

Rhyddings involves a wide range of local stakeholders committed to a better and healthier quality of life for local residents. Rhyddings is valued by people but as a result of the project it will be perceived as a safer more attractive park utilised by whole community. The project will promote social cohesion and use of the park's facilities by all ages and sections of the local community reducing perception of anti social activity.

In particular the restoration of the derelict area comprising the coach house and former kitchen garden will enhance the image of the park and will no longer attract anti social behaviour. Outreach diversionary work will be undertaken to engage these young people positively helping to provide somewhere to go and something to do.

The park is visited mainly (95%) by local people, new facilities will attract visitors from further afield; supporting local businesses and the local economy.

Training courses, volunteering and other support will enhance prospects of local people supporting the local economy in an area where unemployment is worse than the local and regional averages.

Project evaluation will illustrate a belief that park and surroundings are better a better place to live, work and visit as a result of the project and that those sections of the local community that did not access the park at the start of the project feel comfortable and wish to do so by the end of the programme making its users more reflective of the locality and the park valued by all.

Environmental impacts will be reduced

The project can support environmental issues in a number of ways, these include:

Less anti social activity

- The project will reduce graffiti and anti-social behaviour in and around the park by removing derelict areas, promptly addressing any further incidences and ensuring that no area of the park is allowed to

deteriorate in future.

More efficient use of natural resources

- Harvested rainwater will be used for plant watering utilising SUDS (sustainable urban drainage system) already in place.
- Promoting organic and local food – encouraging more healthy lifestyles and reducing demands on health services.
- Promotion of local and seasonal food will reduce food miles and energy use as people use seasonal and locally derived food in their diet.
- The park is already peat free but the kitchen garden will be managed organically following the permaculture model utilised by NG in its award winning Offshoots project.
- A green travel plan will be developed to promote sustainable travel to the park, providing secure bike stands and storage for equipment, offering walking buses to events from public transport halts and promoting public transport in publicity materials
- The specification for the new building will include energy efficiency to promote environmental sustainability and minimise future running costs.

Promotion of Biodiversity

- Biodiversity contributes to what makes a place distinctive. It has been recognised that human activities can change or destroy wildlife habitats with resultant loss of species, for instance 11,000 ponds present in Lancashire in 1845 are no longer to be found. By paying attention to relevant plans we will ensure that the Parks for People project can be a force for positive change.
- The Lancashire Biodiversity Action Plan (BAP) is made up of many individual action plans. There are two types of plans, Species Action Plans that support a specific species identified as under pressure in Lancashire and Habitat Action Plans that support habitats that are under pressure.
- Of the 17 habitat plans within the Lancashire BAP there are three whose actions may be supported by Rhyddings Parks for People; these are Urban Parks (whole park), New & Existing Buildings (the Coach house) and Allotments (the Kitchen Garden). Similarly there are 39 species plans and of these the following may be relevant to Rhyddings: song thrush, British black bee, common frog, urban bumble bee, house sparrow and bats.
- Based upon practical experiences at Rhyddings we will work with Lancashire Wildlife Trust to provide up to date case studies as part of our monitoring and feedback procedures which will encourage others to follow our example, or perhaps visit Rhyddings and learn from us directly.
- We will promote biodiversity through a programme of Young Naturalist activities aimed at encouraging young people to learn and interact more with their natural environment. Wider community engagement could be encouraged through annual BioBlitz days undertaken throughout the park and walled garden.
- We would also work with local community groups and partners such as the Accrington Naturalists and Antiquarians Society and the Lancashire Wildlife Trust to develop a suitable suite of species to drive a monitoring programme; the results of which would be fed into the Lancashire Ecological Records Network (LERN).

More people and a wider range of people will have engage with heritage

The proposed activities will ensure that a greater number of people, and people from more diverse backgrounds engage with and visit the park. We will profile park users which can then be compared with the ward profiles for the three wards making the catchment area of Rhyddings Park. Combined with research into physical or perceived barriers this will enable us to develop means to engage with non-users.

The audience profile will expand in terms of age, ethnicity and abilities and we will track these changes and identify how they can be related back to project activities, especially to the activity plan and consultation/outreach work. The Research completed in February 2013 identified that the following were under-represented

- 45-54 age group
- Males
- Minority ethnic groups
- Visitors with long standing illness or disability
- Individuals with low household income.
- School groups

Interviews and anecdotal evidence suggests that the provision of toilets, refreshments and shelter will encourage people to visit and to stay longer. This includes school groups which are deterred due to lack of facilities which the restored coach house will be able to provide.

We will recruit and support a wider range of volunteers involved with the park and its heritage including people needing particular support, for instance the clients of Hyndburn Homeless Project.

The friends currently organise regular events attended by 500-1000 people depending upon the weather. Enclosure 4 is a cutting from the local press confirming that over 2,500 attended an event run by a consortium of local groups including the Friends. Events are all free and attract locals and people from much farther afield. The programme proposed, should the HLF bid be successful, would incorporate more of the larger scale multi-agency events such as that from 2013 for which partners had secured grant funding of several hundred pound to cover costs. Previous smaller scale events include a free outdoor performance of James and the Giant Peach in 2010 and a Community "School sports" (day attended by 20 local teams and hundreds of very amused onlookers), and Family Fun Days in 2011 and 2012 with approximately 750 attendees each.

4d What are the main groups of people that will benefit from your project?

Existing users and local residents will benefit from an enhanced park and more attractive locality.

The following groups are believed to be under-represented in current park users:

- people of SE Asian Heritage,
- people with physical and mental disabilities,
- school children,
- males,
- the 45-54 age group and
- unemployed/low income households.

All of these groups will be targeted with activities to increase their usage and appreciation of the park.

4e Does your project involve heritage that attracts visitors?

Yes

What are your existing visitor numbers?

18000

How many visitors a year do you expect on completion of your project?

25000

4f How many people will be trained as part of your project, if applicable?

600

4g How many full-time equivalent volunteers do you expect to contribute personally to your project?

6

4h How many full-time equivalent posts will you create to deliver your project?

2

Section five: Project management

In this section, tell us how you will develop and deliver your project.

Development phase

5a What work will you do during the development phase of your project?

The activities required for the development stage are as follows:

- Conservation plan as the foundation for all further documents.
- Activity plan -including means to increase and widen park audience.
- Volunteer policy
- Evaluation plan including gathering of baseline data, evaluation methodology and means of measuring SROI including what data to gather and what training will be needed by staff and volunteers to record this.
- Consultation including gathering of baseline information of park users and non users
- Education Plan including the development of workshop content and lesson plans to support KS2 and KS3.
- Health development Plan agreed with GP's and Central Commissioning Group
- Structural survey of coach house and kitchen garden walls
- Detailed design and BQ for Coach House, kitchen garden and greenhouse to RIBA stage D
- Detailed design and costings for amphitheatre/performance area and landscape works including: paths, drainage, signage
- Specification and costings for Community Archaeology project
- Project plan and timeline
- Project Business Plan for social enterprise in former Coach house , including licences or leases.
- costed 10 year Maintenance and Management Plan
- Secure match funding. To be consolidated into a final funding report for HLF prior to a decision upon the round 2 application.
- Support FORP by provision of training and mentoring
- Confirm procurement procedures that meet the collective requirements of funders, landowner and managing agents
- Confirm marketing and publicity protocols including how sponsors including HLF will be acknowledged

5b Who are the main people responsible for the work during the development phase of your project?

- Neil Mooney and Gayle Knight - Friends of Rhyddings Park
 - Peter Jordan – project mgt and coordinating work by NG specialists: Arthur Baldwin -Heritage, Amelia Dew - Landscape Design, Amanda Atherton - Marketing and Evaluation, Tricia Brindle - Health & Wellbeing, Phill Dewhurst - Permaculture
 - Andrew Hayhurst and Shirley Parkinson Hyndburn Borough Council
 - Phil Jones- Brainthing Research, further consultation with users and non users of the park and comparisons with ward profiles.
 - K. Horsley, Lancashire County Council. Co-ordination with County resources, expertise and wider initiatives.
 - . Martin Sadler, Accrington and Rossendale College- co-ordination of college training opportunities
- A structure diagram defining the role of the steering group is provided (Enc5) .

5c Complete a detailed timetable for the development phase of your project. Use the 'add item' button to enter additional rows.

Development activities					
Task	Start month	Start year	End month	End year	Who will lead this task
Conservation Plan	January	2014	February	2014	Peter Jordan
Activity Plan	February	2014	August	2014	Peter Jordan
Volunteer Policy	March	2014	May	2014	Peter Jordan
Evaluation plan (incl SROI)	March	2014	July	2014	Amanda Atherton
Consultation and User monitoring	January	2014	August	2014	Gayle Knight
Education plan and agreement of workshop content with local schools	March	2014	June	2014	Dan McDermott
Health Development Plan agreed with GP's and CCG	March	2014	July	2014	Tricia Brindle
Management and Maintenance Plan	March	2014	June	2014	Andrew Hayhurst
Social Enterprise Business Plan	July	2014	August	2014	Peter Jordan and Neil Mooney
building survey	January	2014	February	2014	K Horsley
Design and Bills of Quantity for Coach House and Folly	March	2014	April	2014	Andrew Hayhurst
Design and Bills of Quantity for walled garden and greenhouse	March	2014	April	2014	Amelia Dew
Design and Bills of Quantity for amphitheatre/performance area	March	2014	April	2014	Amelia Dew
Design and Bills of Quantity for landscape works - paths, drainage, signage	March	2014	April	2014	Amelia Dew
Specification and budget for community archaeology project	March	2014	April	2014	Arthur Baldwin
Complete project plan and timeline for co-ordination of works	April	2014	May	2014	Peter Jordan
Apply for and secure match funding	January	2014	August	2014	Peter Jordan
Support FORP in developing competencies	January	2014	August	2014	Neil Mooney
Confirm procurement procedures	June	2014	June	2014	Peter Jordan
Confirm marketing and PR protocols	June	2014	June	2014	Amanda Atherton
Secure approval from project partners and submit final bid	August	2014	August	2014	Peter Jordan

5d Tell us about the risks to the development phase of your project and how they will be managed. Use the 'add item' button to enter additional rows.

Development risks

Risk	Likelihood	Impact	Mitigation	Who will lead this
Building structure found to be beyond economic repair	Low	High	State of buildings and walls have been monitored and are still considered viable for repair to original form	Andrew Hayhurst
Failure to secure match funding	Low	Medium	A range of potential match funders has been identified and some have been "sounded out". Work on match funding will continue during the development phase. Partners have a good track record of securing match and the time available is considered sufficient	Peter Jordan
Lack of community engagement in the development phase	Low	High	There is a strong track record in community engagement and a range of techniques will be employed to bring different groups into discussion.	Gayle Knight
Lack of effective management control	Low	High	The steering group regularly meets and shares collective ownership of the project. Strict project and budgetary control to ISO standards will ensure that time and budget constraints are met.	Peter Jordan

Delivery phase**5e Who are the main people responsible for the work during the delivery phase of your project?**

Neil Mooney and Gayle Knight – FORP co-ordination
 Shirley Parkinson & Andrew Hayhurst –HBC co-ordination
 Park Co-ordinator – new post
 Peter Jordan Project Management and co-ordination of NG staff
 K. Horsley – Co-ordination with Lancashire County Council

5f Complete a summary timetable for the delivery phase of your project. Use the 'add item' button to enter additional rows.**Delivery activities**

Task	Start month	Start year	End month	End year	Who will lead this task
Refurbishment works to coach house	March	2015	September	2015	Andrew Hayhurst
Refurbishment works to Folly	March	2015	May	2015	Andrew Hayhurst
Refurbishment to walled garedn walls	March	2015	May	2015	Amelia dew
Recreation of kitchen garden training and growing area within walled garden	June	2015	September	2015	Amelia Dew
landscape works to paths	October	2015	November	2015	Amelia Dew
Fitting out of former coach house	October	2015	November	2015	Shirley Parkinson
Community Archaeology Project	July	2015	September	2015	Parks Co-ordinator
Community Events Programme	March	2015	March	2016	Parks Co-ordinator
Volunteer Training Programme	March	2015	March	2016	parks co-ordinator

5g Tell us about the risks to the delivery phase of your project and how they will be managed. Use the 'add item' button to enter additional rows.**Delivery risks**

Risk	Likelihood	Impact	Mitigation	Who will lead this
Costs of materials or services rise or exceed budget	Low	Medium	Accurate costings based on actual tender rates have been used. Tendering will be used early in the process to fix prices.	Andrew Hayhurst
Change in financial or political situation within local authority means that expected match funding is not secured from Council resources	Low	Medium	Ensure that Cabinet commitment is confirmed and minuted prior to signing of HLF contract	Shirley Parkinson
Difficulty in recruiting key project staff or suitable contractors	Low	High	Timely recruitment of staff and services	Peter Jordan
Surveys or consultation results in development phase reveal unforeseen issues	Low	Medium	Provision of contingency sum and appropriate process for reporting. Risk event change log updated.	Parks Co-ordinator
Lack of appropriate supervision or control over contract delivery.	Low	High	Appropriate contract and budgetary control established and approved during development phase.	Andrew Hayhurst.

5h When do you expect the delivery phase of your project to start and finish?**Project start date**

Month January

Year 2015

Project finish date

Month January

Year 2017

Section six: After the project ends

In this section, tell us about what will happen once your project has been completed.

6a How will you maintain the outcomes of your project after the grant ends and meet any additional running costs?

Heritage outcomes will be preserved through a structured relationship between partners ensuring that the resources of all are deployed to the best effect. Treating heritage features that are at risk will ensure that they are protected for the long term and ongoing management needs are covered in the management and maintenance plan. By securing Green Flag Status, this park will be in the same league as the existing Green Flag parks and not seen as a poor relation from a funding point of view.

The treatment of long term problems such as drainage and anti-social behaviour will reduce reactive expenditure meaning that budgets can be used in a more efficient way.

By recording, explaining and interpreting the heritage of the park more visitors will attend increasing income streams to reinvest in the park.

The People Outcomes of this project will be maintained by ensuring that trainees and local interest groups are an effective and valued constituent within the management and delivery of the project. This will be self sustaining with the enhanced Friends Group and its social enterprise providing a focus for ongoing training and volunteering.

The volunteers and trainees will manage not only the kitchen garden but deliver enhanced park management in the wider park as agreed with HBC Grounds maintenance staff in the Management and Maintenance plan.

The links with schools, GP surgeries and projects such as Hyndburn Homeless Forum will have demonstrated their value to those people benefiting from training and involvement. The provision of room rental, cafe income and training income will be reinvested in the park and its heritage.

The production of lesson plans and teaching notes, coupled with twilight sessions for teachers will ensure that resources remain for future classes. These will be updated by the Friends heritage volunteers as new resources come to light.

The Friends of Rhyddings Park have demonstrated commitment and enthusiasm for the park and ability to secure funding. The additional training and support that existing and new members will derive will leave a legacy of trained local activists able to deliver more activity for the park and potentially to support embryonic community groups through their experiences.

The Community Outcomes of this project will provide a lasting legacy and a virtuous circle whereby the use of the park by more and a wider range of people will ensure that the community benefits are recognised and maintained. The reduction in anti social behaviour and vandalism will ensure that future management is more cost effective and that the park is able to welcome people at all times of day and evening.

New community resources; the building, the activities delivered within and the social enterprise housed there means that community engagement will be maintained post HLF funding.

Enclosure 5 identifies the management structure post HLF funding with the original partners plus other groups feeding into the management and planning structure and a clear co-ordination role for park maintenance and community projects. Newground will maintain a long term relationship as it has done with the group at Offshoots and will employ staff until the Friends Group feel comfortable doing so. If the Friends wish to concentrate on promoting the work of volunteers then Newground could continue to provide the administrative, personnel systems and payroll support.

6b Tell us about the main risks facing the project after it has been completed and how they will be managed.

After project risks

Risk	Likelihood	Impact	Mitigation	Risk Owner
Vandalism to park heritage and/or damage to building	Medium	Low	Ensure ongoing youth engagement programme to reduce risk. Buildings Insurance in place	Park Co-ordinator
Injury to attendee at training event with attendant negative publicity for the project and managing agent	Medium	Low	Ensure all delivery staff are trained and follow risk assessment procedures. Public liability insurance in place.	Park Co-ordinator
Failure to maintain volunteers' input in the long term	Low	High	There is a lot of interest in the park and FORP, already well run, will increase its capacity to recruit, enthuse and retain volunteers with a well defined and implemented volunteer policy. (See enclosed Volunteer Policy statement for more information)	Parks Co-ordinator/FORP
Social Enterprise does not thrive and fails to secure income for park	Low	Medium	Robust business plan including market testing to be produced during delivery phase	Shirley Parkinson and Parks Co-ordinator

6c How will you evaluate the success of your project from the beginning and share the learning?

A detailed evaluation plan will be prepared early during the development phase although baseline information on visitors' use of and thoughts about the park is already being collated to provide information not tainted by any announcement should the round 1 bid be successful.

Detailed evaluation of park users, non-users and the local population will be sought from the start to allow views and aspirations to be tracked.

We will monitor data in relation to the 10 Parks for People outcomes and report on these to HLF and other stakeholders and in addition;

- biodiversity case studies for the Lancashire Biodiversity Action Plan which may be used by the Wildlife Trust to provide up to date case studies and to feed into the Lancashire Ecological Records Network (LERN)
- Social Return on Investment monitoring which will include a wide range of environmental, health, social and economic data.
- methodologies like the Community Star to track the development of Community or Interest Groups that are supported.
- Physical and mental health benefits will be measured by recognised methodologies such as the Warwick Edinburgh Mental Well-being Scale (WEMWBS) and form key parts of the reporting methodology.

The results of the monitoring and evaluation will be disseminated widely;

- HLF and funders – to meet funding requirements and demonstrate effective delivery
- Local Stakeholders – to demonstrate the value of parks and open space in local regeneration
- Health Commissioners – to generate referrals and income streams, we have secured NHS funding for many years for our Offshoots Project in Burnley. The new NHS management system took effect on 1st April 2013 and we have been continuing discussions with both the Central Commissioning Group and Public Health arms.
- General public (overview) – to illustrate the work being done and to credit funders and demonstrate that value for money has been achieved with HLF resources.
- Other park management groups – dissemination of good practice
- After the period of HLF funding ends the steering group will continue to provide an annual report to provide evidence that Hyndburn BC is meeting its duties as park owner and to form part of its ongoing Green Flag audits. (This will be a formal report as Hyndburn staff will retain membership of the Steering Group and be party to ongoing monitoring and planning)
- Hyndburn BC will review the annual report and adapt the management and maintenance plan as required, in partnership with the steering group, i.e. all parties will sign off the revision.

Section seven: Project costs

In this section, tell us how much it will cost to develop and deliver your project.

7a Development-Phase costs**Development costs**

Cost heading	Description	Cost	VAT	Total
Professional Fees	production of reports and plans and bought in consultancy	88620		88620
New staff costs				
Recruitment				
Other	training budget	1250		1250
Full Cost Recovery	see FCR calculation sheet, Enc 8	12570		12570
Contingency				
Non-cash contributions	gifted time from HBC and Newground	9160		9160
Volunteer time	Friends of Rhyddings Park	13000		13000
Total		124600		124600

7b Development-Phase income**Development income**

Source of funding	Description	Secured?	Value
Local authority			
Other public sector			
Central government			
European Union			
Private donation - Individual			
Private donation - Trusts/Charities/Foundations			
Private donation - corporate			
Commercial/business			
Own reserves			
Other fundraising			
Non cash contributions	Newground and HBC gifted time	Yes	9200
Volunteer time	Friends of Rhyddings Park	Yes	13000
HLF grant request			102400
Total			124600

7c Development phase financial summary

Total development costs	124600
Total development income	22200
HLF development grant request	102400
HLF development grant %	82

Section seven: Project costs**7d Delivery-phase capital costs**

Cost Heading	Description	Cost	VAT	Total
Purchase price of items or property				
Repair and conservation work	coach house, walled garden, greenhouse, footpaths, folly and rockery	1112500		1112500
New building work				
Other capital work	signage, interpretation and performance space	95000		95000
Equipment and materials				
Other	capital contingency	85208		85208
Professional fees relating to any of the above	for repairs/conservation works	70000		70000
Total		1362708		1362708

Section seven: Project costs

7e Delivery-phase activity costs

Cost Heading	Description	Cost	VAT	Total
New staff costs	parks co-ordinator post	72000		72000
Training for staff				
Paid training placements				
Training for volunteers		15000		15000
Travel for staff				
Travel and expenses for volunteers		750		750
Equipment and materials	social enterprise equipment	15000		15000
Other	activity and project costs from activity plan	30000		30000
Professional fees relating to any of the above	community archaeology, support for community activities and social enterprise establishment	26650		26650
Total		159400		159400

7f Delivery-phase - other costs

Cost Heading	Description	Cost	VAT	Total
Recruitment	advertisement and selection	2400		2400
Publicity and promotion	promotion budget	5000		5000
Evaluation	external evaluation costs	10000		10000
Other				
Full Cost Recovery				
Contingency	revenue contingency	20000		20000
Inflation				
Increased management and maintenance costs (maximum five years)				
Non cash contributions	gifted officer time and value of 5yrs enhanced mgt and maintenance by HBC	361868		361868
Volunteer time		78000		78000
Total		477268		477268

Section seven: Project costs

7g Delivery-Phase income

Source of funding	Description	Secured?	Value
Local authority	HBC and Area Committee grants	No	45000
Other public sector			
Central government			
European Union			
Private donation - Individual			
Private donation - Trusts/Charities/Foundations			
Private donation - corporate			
Commercial/business			
Own reserves			
Other fundraising	landfill, open spaces and heritage sources, see application section 3d for identified sources and comments from potential funders	No	155000
Increased management and maintenance Costs (maximum five years)	see calculations from HBC, Enc 10	Yes	349388
Non cash contributions	gifted officer time	Yes	12400
Volunteer time	FORP volunteers and newly recruited volunteers	No	78088
HLF grant request			1359500
Total			1999376

7h Delivery-phase financial summary

Total delivery costs	1999376
Total delivery income	639876
HLF delivery grant request	1359500
HLF delivery grant %	68

7i If cash contributions from other sources are not yet secured, how do you expect to secure these and by when?

Informal discussions have been held with potential funders (see answer 3d for details). Match funding will be applied for and secured during the delivery phase and a funding report with evidence of confirmed match will be provided during round 2.

7j If you have included Full Cost Recovery, how have you worked out the share that relates to your project?

The full overhead costs for the audited year 2011/12 have been calculated (less depreciation) and this figure divided by the total number of hours worked by all staff. This has given an hourly rate of £5.46 for FCR.

The total number of hours allocated to this project has been calculated by multiplying working days (302) by a standard day of 7.5hrs. giving 2,265hrs. and a FCR value of £12,364.

The FCR figures are included in the attached papers.

Section eight: Additional information and declaration

This part of the form aims to collect the information we need to report on the range of organisations we fund. We will not use this information to assess your application. We encourage you to be as specific as possible about the people your organisation represents.

If your organisation represents the interests of a particular group, such as young people or disabled people, tell us which by filling in the tables below.

If you are based in Northern Ireland, where legislation requires us to report in detail on the organisations we fund, please complete the tables in full, as applicable.

✓ If you are based outside Northern Ireland and your organisation represents the interests of a wide range of people and not any particular group, mark this box only.

Declaration

a) Terms of Grant

You must read the standard terms of grant for this programme on our website.

By completing this Declaration, you are confirming that your organisation accepts these terms. For partnership projects, all partners must confirm that they accept the standard terms of grant by adding a contact at the end of the declaration.

b) Freedom of Information and Data Protection

We are committed to being as open as possible. This includes being clear about how we assess and make decisions on our grants and how we will use your application form and other documents you give us. As a public organisation we have to follow the Data Protection Act 1998 and the Freedom of Information Act 2000.

When you complete the Declaration at the end of the application form, you are confirming that you understand the Heritage Lottery Fund's legal responsibilities under the Data Protection Act 1998 and the Freedom of Information Act 2000 and have no objection to us releasing sections 2, 3 and 4 of the application form to anyone who asks to see them. If there is any information in these sections of the form that you don't want made publicly available, please explain your reasons below:

We will take these into account when we respond to any request for access to those sections. We may also be asked to release other information contained elsewhere in the form and we will respond to these requests after taking account of your rights and expectations under the Freedom of Information Act 2000 and Data Protection Act 1998. In those cases, we will always consult you first.

The Heritage Lottery Fund will not be responsible for any loss or damage you suffer as a result of HLF meeting these responsibilities.

When you complete the Declaration you also agree that we will use this application form and the other information you give us, including any personal information covered by the Data Protection Act 1998, for the following purposes:

- To decide whether to give you a grant.
- To provide copies to other individuals or organisations who are helping us to assess and monitor grants.
- To hold in a database and use for statistical purposes.
- If we offer you a grant, we will publish information about you relating to the activity we have funded, including the amount of the grant and the activity it was for. This information may appear in our press releases, in our print and online publications, and in the publications or websites of relevant Government departments and any partner organisations who have funded the activity with us.
- If we offer you a grant, you will support our work to demonstrate the value of heritage by contributing (when asked) to publicity activities during the period we provide funding for and participating in activities to share learning, for which we may put other grantees in contact with you.

We may contact you from time to time to keep you informed about the work of the Heritage Lottery Fund

Tick this box if you do not wish to be kept informed of our work

I confirm that the organisation named on this application has given me the authority to complete this application on its behalf.

I confirm that the activity in the application falls within the purposes and legal powers of the organisation.

I confirm that the organisation has the power to accept and pay back the grant.

I confirm that if the organisation receives a grant, we will keep to the standard terms of grant, and any further terms or conditions as set out in the grant notification letter, or in any contract prepared specifically for the project.

I confirm that, as far as I know, the information in this application is true and correct.

I confirm that I agree with the **above statements.**

Name	Peter Jordan
Organisation	Newground
Position	Director
Date	30/08/2013

Are you applying on behalf of a partnership?
No

Section nine: Supporting documents

Please provide all of the documents listed at each round, unless they are not applicable to your project. You will be asked to indicate how you are sending these documents to us - as hard copy or electronically.

First round

1. Copy of your organisation's constitution (formal rules), unless you are a public organisation. If your application is on behalf of a partnership or consortium, please also provide the constitution of each of these organisations too.

If you have sent a copy of your constitution with a previous grant application (since April 2008) and no changes have been made to it, you do not need to send it again. Tell us the reference number of the previous application.

Already supplied

Please tell us the reference number of the previous application.

YH-09-08682

2. Copies of your agreements with project partners, signed by everyone involved, setting out how the project will be managed (if applicable);

Electronic

3. Copy of your organisation's accounts for the last financial year. This does not apply to public organisations;

Electronic

4. Spreadsheet detailing the cost breakdown in Section seven: project costs;

Electronic

5. Calculation of Full Cost Recovery included in your development phases costs (if applicable);

Electronic

6. Briefs for development work for internal and externally commissioned work;

Electronic

7. Job descriptions for new posts to be filled during the development phase;

Electronic

8. A small selection of images that help illustrate your project. If your project involves physical heritage, please provide a selection of photographs, a location map and, if applicable, a simple site map or plan. It would be helpful if these are in digital format (either as an attachment or on disk). We will use these images to present your project to decision-makers.

Electronic

If applicable, please attach any additional documents as required for the programme that you are applying under. For further guidance, please refer to Section 9 of the application guidance

Electronic

Please now attach any supporting documents.

When you have completed the form click the submit button to submit the form to the server. You can view what you have entered by clicking the draft print button above.

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