

**PARKS & OPEN SPACES STRATEGY – ACTION PLAN AT AT 10TH JUNE 2024**

**Key Themes:**

<b>PO</b>	<b>Modernising and upgrading our parks and open spaces</b>
<b>SP</b>	<b>Improving and investing in our sporting provision</b>
<b>LP</b>	<b>Improving and investing in our leisure provision</b>
<b>IS</b>	<b>Improving and investing in our infrastructure provision</b>
<b>EE</b>	<b>Working in the most effective and efficient manner</b>

Reference	Action	Responsible Committee	Who Involved?	Completion?
<b><i>POLICY, GOVERNANCE &amp; FINANCE COMMITTEE</i></b>				
PO 1	Draw up revised grounds maintenance specifications in order to raise standards within the Parks and Open Spaces (See EE 5, SP 3 Below also)	PGF	WTC Staff / Appointed Consultants	<b>GM Contract brought in house 01/10/22. KPIs required to set new standards - ONGOING</b>
EE 5	Undertake an options review of the most efficient and effective manner to deliver grounds maintenance services	PGF	WTC Staff / Appointed Consultants	<b>Agreed in March 2021 to bring GM Contract in house 01/10/22. COMPLETE</b>
EE 11	Undertake a skills appraisal of the maintenance team, draw up a training and development plan based around grounds responsibilities	PGF/PSC	WTC Staff	<b>Due to PO1/EE5, new staff - further review to take place</b>
EE 14	Identify options and a more structured approach to providing a more responsive out of hours service / call out service, as well as introducing possible work practices at weekends.	PGF/PSC	WTC Staff / Cllrs	<b>Was reviewed in August 2022 - but no satisfactory resolution. Head of Estates &amp; Operations to review again. ONGOING</b>
SP 4	Update and negotiate new leases with the key sports providers in the Town, taking account of long term aims and aspirations for enhancing facilities	PGF	WTC Staff / Cllrs / Clubs	<b>Town Clerk &amp; Head of Estates &amp; Operations, working with Bidwells/Solictions on revised leases on tenanted property ONGOING</b>
EE 1	Appoint a Park Ranger as already agreed with a clearly defined Job Description and Job Purpose	PGF/PSC	WTC Staff	<b>COMPLETED - IN POST JULY 2022</b>
EE 2	Seek to improve working relationships with key stakeholders, including WODC and OCC	PGF	WTC Staff	<b>ONGOING</b>
EE 9	Undertake a feasibility study into installing a professional mapping service for use by WTC	PGF	WTC Staff	<b>COMPLETED</b>
EE 8	Seek to move to a grounds maintenance fleet of electric vehicles, machinery and kit	PGF	WTC Staff	<b>On-going - REPLACED 2 VEHICLES WITH EVS</b>
IS 9	Seek to provide, possibly in partnership with a third party, a community hub building to include accessible community space (See SP 8?)	PGF	WTC Staff, Partners	<b>Working with Courtside on a hub at the Leys - ONGOING</b>
EE 4	Engage with WODC and OCC in order to consider devolution options in regards grounds maintenance within the town in light of the very high dissatisfaction levels of the confusing current position	PGF	WTC Staff / Cllrs / WODC / OCC	<b>ONGOING - Currently no opportunities for devolution, informal talks around rationalising grass cutting in certain areas 2023 - but no firm solution</b>
EE 12	Identify opportunities for volunteer schemes, friends schemes and other voluntary sector options and then enable their set-up and work arrangements	PGF	WTC Staff / Cllrs	<b>ONGOING</b>
EE 13	Undertake a comprehensive accessibility audit, draw up an improvement and implementation plan based around outcomes	PGF	Appointed Consultants	<b>Tower Hill Cemetery complete - just signage</b>
EE 10	Undertake a review of current sports and facility booking systems used and finesses to benefit all parties	PGF	WTC Staff	<b>Reviewed in January 2022 - systems too expensive at the moment. Agreed at P&amp;R 13/05/24 to review in light of taking on more sports pitches</b>
EE 6	Draw up and adopt a policy aimed at ensuring that all external and partnership funding opportunities, along with sponsorship options are optimised in all project and development works	PGF	WTC Staff / Appointed Consultants	<b>ONGOING</b>