

2020 - 2030



Wardown Park Management Plan

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Luton

A. Foreword

Luton's greenspaces contribute to delivering our 2020-2040 vision for the town - to achieve a healthy, fair and sustainable town, where everyone can thrive and no-one has to live in poverty.

Luton 2020-2040 is a town-wide vision built around a single-unifying mission for everyone in Luton – to ensure that everyone in our town has the opportunity to thrive and no-one has to live in poverty. Poverty and inequality are at the heart of some of the most significant challenges in Luton.

The value of greenspace has been reinforced during the coronavirus pandemic with Luton's parks, children's play and countryside areas seeing a huge increase in use.

We know that well maintained parks attract people, business and investment to the town. They are socially inclusive spaces providing free access to opportunities for recreation, mental relaxation and just maintaining our health and well-being through being in the great outdoors.

Our greenspaces also contribute to the climate change agenda providing eco-system services to benefit the community. These range from large expanses of grassland that accommodate surface water run-off to trees and shrubs that capture carbon and remove pollutants from the air that we breathe.

The Stockwood Park landscape, its history and veteran trees provide a true sense of place to the local community and provides a place where friends and families can meet with the space required to take exercise in a natural setting while easily observing social distancing.

This management plan, produced with the help of our partners and the local community sets out the current vision for the park and includes information about the local context, history and make-up of the park. In pursuit of excellence, the Luton Parks and Countryside Service manage the park to meet standards set out in the Green Flag Award's Raising the Standard Manual - the nationally recognised quality indicator for parks and green space.

All this is why, as a council, we are committed to protecting and improving our high quality greenspaces.

I would like to thank everyone who has taken the time to contribute to consultations and park user surveys which have informed this management plan for Stockwood Park.

I hope that you continue to enjoy the park and all that it has to offer.

Mark Fowler
Chief Executive, Luton Council



B. Introduction



Wardown Park covers an area of approximately 20 hectares and provides the local district park facility for residents in the High Town Ward of Luton.

It is an important Grade II listed park and gardens at the same time as being a well-used public park close the town centre of Luton.

Wardown Park offers opportunities for informal recreation and sporting facilities including tennis and adventure golf.

Surrounded

by residential areas it is highly valued by the local community. At the core of the park is Wardown House, originally the estate owner's villa which house houses Wardown Park Museum.

Wardown Park as it stands today was largely constructed soon after 1904 when ownership was transferred to Luton Borough Council from Frank Chapman Scargill, a successful local solicitor. The design makes use of one of the most important natural elements of the site – The River Lea.

C. The Purpose of the Plan

This management and development plan sets out a strategic approach to guide management and development of the park and promotes a co-ordinated approach to management of the park in line with the policies of Luton Borough Council. It seeks to ensure that future development of the park preserves the heritage of the park, trees of veteran class, manage habitats of biodiversity and provide a multifunctional green space that meets with the needs of the local community.

The plan is a working document which is reviewed at regular intervals and updated on an annual basis, and informs all those with an interest about management, maintenance and future development issues. It is written for a wide audience including stakeholder groups, park maintenance teams, development and technical officers, LBC planners, local residents and Green Flag judges.

The purpose of this Management Plan is to:

- Guide the sustainable management and maintenance of Wardown Park for the next 10 years to provide a high quality and well-maintained open space providing the facilities required of a District Park while conserving as far as possible, the original design of the park.
- Revise and improve the Management Action Plan where necessary to reflect ongoing developments such as visitor feedback and revised financial projections.

- Develop and cost the way in which Wardown Park is managed and maintained to ensure an enjoyable experience for present and future users
- Identify and address who is responsible for certain aspects of management
- Identify, discuss and resolve issues relating to park infrastructure, park users and available resources.
- Provide a benchmark against which delivery and performance of the identified objectives can be measured.
- To assist the Parks and Countryside Service Maintenance Plan in adjusting to the financial constraints placed on Luton Borough Council whilst providing a high quality and well maintained District Park.

D. A Brief History of the Site

The Park was acquired and initially laid out as a private estate by Mr Frank Chapman Scargill, a solicitor in Luton between 1868 and 1894 and laid out as a park when Wardown House was built 1875-77.



In 1902 the park was purchased by three businessmen who, failing to make a quick profit, then sold it on to two aldermen, who made the purchase on behalf of Luton Corporation (which became Luton Borough Council). The estate came into council ownership in 1904 and two years were spent developing the park, preserving and adding to the original Victorian features. The whole park was opened to the public in stages with the final inauguration occurring on 7th May 1906

It was therefore created as a private estate and subsequently developed as a public park in the 1900s. Although the once private grounds have been overlain with public park features, this has not been to the detriment of the design value of the mid- Victorian estate. The park has thus been through two distinct phases of development, the mid-Victorian and Edwardian periods, each having different design objectives but still managing to complement each other. There are no other examples of the combination of Victorian and Edwardian purpose-built design features that make-up Wardown Park elsewhere in the region.

Wardown House is one of only 100 listed buildings in Luton. A number of accompanying buildings including outbuildings, two lodges, curtain walls with entrance gates along with pleasure gardens, tree lined driveways and other features also date from the period in which Wardown House was built. When the estate was acquired by Luton Corporation in 1904, the land to the south of the pleasure garden was enlarged and various major features were added, including the lake, boating house, bathing hut, suspension bridge, bowling pavilion and greens and other municipal features. It has remained a public facility since then with the addition of other recreational features during and after the Second World War.

E. Site Location



F. Vision Statement

- To provide a high quality and well maintained open space which provides the facilities required of a District Park while conserving as far as possible the original park design.
- Wardown Park is a park for the community and high levels of community involvement will be encouraged through an active 'Friends of the Park' or specific park user groups and a continued programme of events. It is hoped that through such involvement the park will be highly regarded by the local community, recognising the benefits of the park in providing space for a range of formal and informal healthy pursuits and appreciating the important contribution of the Park to local heritage.
- The Park will continue to be managed to encourage use for a range of healthy pursuits and a high value play experience to provide enjoyment for local people and visitors of all ages and abilities.
- Future development of Wardown Park will seek to preserve the spatial quality and cultural heritage of the Park including the need to protect the parks' important tree stock and historical artefacts.

G. Brief to the Management of the Park

The Parks and Countryside Service which is part of Luton Borough Council's Inclusive Economy Directorate manage and maintain parks, open spaces and outdoor sports provision in Luton.

We maintain all of our parks and opens spaces to the standards laid out in the Green Space Quality Manual provided by the London Benchmarking Group to which we subscribe (A copy of this can be provided upon request).

The manual is a guidance document to assist with the setting, maintaining and improving quality standards across our parks and although it is not a technical manual, it is aimed at using common sense principles.

The management plan provides a strategic overview of how the park should be managed to ensure that it meets the needs of the local communities and protects the important historic and natural character of the park. This is important to guide the management and development of the park so that it does not, over time, lose the key characteristics of the site.

H. Mission Statement for the Parks and Countryside Service

'The Parks and Countryside Service is committed to creating and maintaining a safe, healthy and clean environment within the parks, facilities and open space provision in Luton and to improving both the quality of the environment, the recreational amenities and the enhancement of the lives of those who live and work within the Borough.'

The service seeks to ensure that all its activities have regard and are referenced to *Luton Borough Council's Corporate Objectives and Vision*.

I. Aims and Purpose of the Site

Wardown Park provides the local community with an area of aesthetically pleasing open space which offers free access to opportunities for pursuit of a range of outdoor leisure and social activities. It provides a place for local people of all ages and levels of ability to meet, walk, sit, play, enjoy attractive landscaping and experience the natural environment.

The aims of the Parks and Countryside Service are:

- Guide the sustainable management and maintenance of Wardown Park for the next 10 years to provide a high quality and well-maintained open space providing the facilities required of a District Park while conserving as far as possible the original park design
- Develop and cost the way in which Wardown Park is managed and maintained, to ensure an enjoyable experience for present and future users;
- Identify and address who is responsible for certain aspects of management;
- Identify, discuss and resolve issues relating to park infrastructure, park users and available resources.
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1.0 A WELCOMING PLACE

Luton Borough Council takes pride in their parks and open spaces and strives to ensure Wardown Park is a welcoming place for local people and visitors to the town. The park offers the opportunity to host large events throughout the year.

1.1 Welcome

Analysis of the Park Users online survey reports that 78% of the people that use the site visit it more than once a week. This suggests that the site is perceived to be a welcoming place. The survey also indicates that people are encouraged to return on a regular basis. This is made possible also by the bus stop which is located 150m away from the entrance and close to the Luton railway station.

There is free parking to all visitors and is located on both sides of the park. There are designated disabled bays and accessibility to the park for wheelchair users.

1.2 Good and Safe Access

The park includes a public highway and footpath and therefore is effectively open all the time. At times when access does need to be limited, for events, temporary fences are used. This unrestricted access meets with mixed local approval; while such freedom may be popular with many of the park users it can lead to problem of vandalism and inappropriate use of the park.

The User Survey also shows that 36% of visitors to Wardown Park find it easy to get around and 49% found the park very easy to get around. There were no negative comments about the park.

Much of the park, particularly the more formal areas are accessible to wheelchairs. The renewal of the play area and subsequent works to the museum entrance has improved this and resolved concerns that were raised in previous years.

1.3 Green Links

Wardown Park has good links to the surrounding green space network which includes access to areas of County Wildlife Site in the adjacent People's Park, Riverside Park and the Upper Lea Valley walk which follows the River Lea to its source in Leagrave Park to the north of the town. It featured in Luton's Liveability project 'Parks, Plaza and Promenades' funded by the Office of the Deputy Prime Minister. The Liveability Pilot Projects awarded to only 17 English Local Authorities considered parks in the context of the street scene and Neighbourhood Services.

1.4 Graffiti Removal

As part of our aim to make the borough safe, green and clean, we are committed to removing graffiti as soon as practicable. If the graffiti is of a racist or offensive nature, this is removed within 24 hours of it being reported. If it is too large for our Play Area technicians, the Street Cleansing Team will remove it.

Graffiti is removed without the use of chemicals to minimise impact on the environment.

1.5 Signage

Signage and information boards are located at the main entrance points to the park, in the play area and in the car park.

Interpretation and directional signage is inspected periodically as part of our infrastructure remit in order to keep it clean and legible. There is a noticeboard by the arboretum which is updated with relevant information and opportunities to get involved in the park.

1.6 Pathways

Pathways run throughout the park and gardens and they are inspected on an annual basis and any maintenance works are programmed in for repair to defects.

1.7 Gates & Railings

Restoration proposals included some of the gates and railings within the park. These measures do not enclose the park or provide the infrastructure for controlling access, but they do emphasise the role of the Lodges at the main entrances to the park and help define the park boundary. The openness of the park is part of its appeal but this needs to be balanced against the cost of providing other types of security measures out of hours. Complete boundary railings are not currently considered an appropriate management option.

1.8 Significance of the Park

The park has high historical, architectural, social, educational landscape and visual significance as well as having potential ecological significance.

It is greatly valued by local people, providing an oasis of calm within walking distance of Luton town centre and offering a range of sporting facilities, a museum, gallery and formal gardens. Wardown is one of seven District parks in Luton and the Luton Local Plan shows the following designations/listings which are indicative of its significance:

- River Lea County Wildlife Site (the lake)
- Historic Parks, Grade II on the English Heritage Register of Historic Parks and Gardens
- District Park
- District Wildlife Site

The main features of particular note within the park are as follows:

- Wardown House, lodge houses and curtain walls with entrance gates
- The Summer House
- The Daisy Chain Wall
- The Pleasure Gardens
- Tree Population
- The Lake
- The Boat House and Bathing Hut
- The Donkey Wheel
- Play and Sports Facilities

The park is well equipped providing a range of sport and leisure facilities and activities for the public.

1.9 Land Ownership

Luton Borough Council is the land owner.

The park is now managed by the Parks and Countryside Service as part of Luton Borough Council's Inclusive Economy Directorate and Wardown Park Museum is managed by the Luton Cultural Services Trust.

Lease or Licence Agreements

A number of the parks facilities are subject to lease or licence agreements as outlined below. These are administered and overseen by the Parks and Countryside Service.

- Lease for catering kiosk concession
- Lease for sports pavilion and upper sports field
- 3 lodges
- Lease to Luton Cultural Services Trust for Wardown House
- Use of a bowling green for a private company to trial adventure golf

The council's Executive adopted a policy on the letting of Leisure Property. The policy includes that any lease shall be for the shortest period practicable and no more leases shall be granted to Sports Clubs or other bodies, wishing to occupy buildings or land on parks and open spaces or recreation ground, unless there is a tangible benefit to the council and the community in so doing and the Ward Members have been consulted.

Where lottery funding is being or has been applied for by a body, the council will consider each case on its merits but would only be willing to grant the minimum 21 year period of lease and only if it's necessary to benefit sport and the community. If a longer period is proposed this must be authorised by the Executive.

Licences to use pitches will only be granted on an annual/season by season basis to clubs/teams. The exception would be where a licence is linked to sports development and/or Lottery Sports Funding provided this is beneficial to the council, sport and the community.

Disposal of council assets is reviewed by the Fixed Assets, Property and Construction Department.

1.10 Equal Access to All

There are several entrances to Wardown Park which can be easily accessed by all whether it be by transport or on foot. Each entrance provides vehicle free access with free car parks to facilitate a wide range of visitors; these are situated on Old Bedford Road and New Bedford Road. Our car parks do not have height restriction barriers and are open 24 hours a day, 7 days a week.

Entrances to the park allow easy access to both abled/disabled users although wheelchair users would benefit from assistance as there is uneven ground.

2.0 HEALTHY, SAFE AND SECURE

Health and safety is a high priority to ensuring that all visitors to our parks feel safe and secure when using our facilities.

Council staff working in parks and green spaces are clearly identifiable by their council uniform. This held with the perception of safety and security.

An employee of the Parks and Countryside Service is a resident of the site and is employed by Luton Borough Council to carry out daily surveillance duties. This provides a measure of security to the site along with a visible presence which meets a requirement made by the residents at a previously held public consultation event and was raised as a safety and security issue.

A minority of people currently feel unsafe when using the park as reflected in our online Park Users survey with a majority of users feeling safe.

It is important that a routine management of the site is sensitive to security issues:-

- Continue to maintain a consistent and visible staff presence on site
- Deal with vandalism swiftly i.e. graffiti removed, damages repaired
- Manage vegetation to help maintain the security of the site by maintaining clear sight lines in sensitive areas.
- Remove broke bottles/needles as soon as they are found and clear out areas as 'dens' for drinking, etc.
- Design out anti-social behaviour related to toilet areas and continue to secure the toilet facilities at night.
- Maintain the walls, fences, bollards, etc in a sound state to provide a clearly defined boundary.
- Design out unsafe areas
- Improve the lighting in car parks and other access routes
- Include local people in the development and management of the site, making particular efforts to communicate and involve the younger generations.

2.1 Vandalism

The management of buildings needs to protect and maintain the structure of each and retain the original character through the use of appropriate materials and techniques. Vandalism has been a problem in the past but there has been a significant improvement since the buildings have been repaired and restored.

2.2 CCTV

CCTV cameras/surveillance has been installed in the park for a few years now and was upgraded at a cost of £4000 in the park. This is monitored by staff who are based at the nearby Town Hall who in turn report incidents immediately to either the out of hours staff or the police.

2.3 Child Protection

Luton Borough Council has a safeguarding policy and training programme that all staff are encouraged to attend.



All personnel likely to come into contact with children or vulnerable adults are DBS checked and a copy of their certificate is held on their personnel file.

For this group of employees, safeguarding training is mandatory.

2.4 The Lake

Access to the lake edge is controlled and safety issues minimised by the surrounding 0.75m high fence. In an environment where access to all areas of park was controlled, lifelbelts could be installed with a realistic expectation that they would not be vandalised or removed. However, in a park such as Wardown where access is more open and theft or vandalism occurs, the usefulness of installing lifelbelts is questionable. In such a situation, the most practical solution is for parks to carry a warning about the danger of the water.

2.5 Car Parking

The two car parks in the park are currently open 24 hours a day, free of charge. At peak times cars often resort to parking on the pavement along Old Bedford Road. This presents a safety issue to pedestrians and traffic issues along this road. It is acknowledged that the car parks within the park could be better utilised and that some resurfacing, clearly marked bags and the introduction of disabled bays may help to alleviate this problem.

The unrestricted car parks have previously attracted young people to hang around in the evenings in their cars. Although this is mainly a social gathering it has been perceived by park users to be intimidating, with suggestions of related drug abuse.

Options for physically restricting access to the car parks have been assessed and a bollard installed at the arch next to the museum. Resurfacing of the car park adjacent to the museum entrance and marking/layout of parking spaces.

2.6 Emergency Procedures and Contacts

These are provided on boards on the play are to provide information to enable easy reporting of problems or emergencies. Contact information is also provided on buildings to enable reporting of damage, etc.

2.7 Protection Against Unauthorised Encampments

Wardown Park has bollards and/or barriers on all entrances of the park in order to prevent unauthorised encampment setting up on the site. To date, we have no recordings of illegal encampments taking place on Wardown Park even though they have previously settled on nearby parks and green spaces. If contractors wish to gain access to carry out work, they have to obtain the key(s) from the Parks and Countryside Service prior to their attendance.

2.8 Health & Safety Policies

Luton Borough Council takes a proactive and comprehensive approach to the management of health and safety in parks including:-

- Every employee reads and signs the Council's Health and Safety Policy.
- Training needs are identified via the Personal Performance Assessments (Appraisal) and training implemented.
- Employees undergo health checks including hand and arm vibration assessments and hearing tests.
- A Lone Working policy is in place to protect employees.

2.9 Legislative Issues

In the course of managing Wardown Park the Luton Borough Council's Parks and Countryside Service must take account of the requirement to ensure that a number of statutory duties are undertaken:-

- **The councils duty to ensure Health and Safety in relation to Parks and Open Spaces**
This includes tree inspections, play site inspections, inspection of grounds within the Parks responsibility.
- **The council as a principal litter authority has a statutory duty to undertake cleansing activities under Section 89 of the Environmental Protection Act 1990.**
- **Section 40 of the Natural built Environment and Rural Communities Act 2006 imposes a duty on local authorities to have regard for conservation and biodiversity.**

In addition there is a requirement to comply with the following LEGISLATIVE ISSUES:

- COSHH (Control of Substances Hazardous to Health)
- Pesticide Legislation
- Planning Police Guidance 17
- New European Playground Standard (BS EN 1176, BS EN 1177)
- Reduction in Green Waste Targets
- Disability Discrimination Act (DDA)
- Race Relations Amendments Act

2.10 Appropriate Provision of Quality Facilities and Activities

A dedicated team of Play Area Technicians qualified in Playground Standards, maintenance and health and safety carry out regular play area inspections which are recorded on our Down to Earth Play database which holds a record of all play equipment, specifications, records of damaged/broken equipment and surfacing.

All issues raised are recorded on the council's reporting system (APP also known as Flare) and the issues are assigned to the relevant officer for a response where the area is then either repaired or the area is made safe.

Community led events are encouraged and supported with the risk assessment procedures required.

2.11 Safe Equipment and Facilities

Play area inspections are carried out quarterly who inspect each piece of play equipment and report their findings by means of inspection sheets and arrange for remedial works as required.

All of our play equipment meets the European Standard for play equipment (EN1176) and our play area surfaces meet the European Standard for play surfacing (EN1177).

- Members of the public can report issues with play or other equipment by contacting our Customer Services department on 01582 546000, via our mobile app (<http://environment.luton.gov.uk/reports/home>) or Twitter (@lutoncouncil) or (<https://twitter.com/lutoncouncil>)

We carry out inspections at parks buildings. Inspections include identifying repair issues, tests for Legionella and checking fire alarms.

2.12 Community & Personal Security

The Parks and Countryside Service staff provide an important visible presence on site and while carrying out their maintenance work.

In addition to this, Luton Borough Council have local Police Safer Neighbourhood Teams and Neighbourhood Enforcement Teams who have community safety accredited powers (the first in Bedfordshire).

Their role is to ensure residents and visitors respect the local environment including our parks and open spaces and provide additional support in areas where anti-social behaviour has been identified.

2.13 Control of Dogs/Dog Fouling

The local Dog Wardens offer assistance, providing an education and enforcement role in relation to dog fouling and the need to keep dogs under control. If there is an increase in dog fouling, the Dog Wardens increase their levels of visits to the park.



The Parks and Countryside Service has a dedicated litter crew who are also responsible for emptying dog waste bins. This task is carried out on a weekly basis and at the weekends during the summer months.

Park users are made aware of the fines for allowing their dog to foul and are increasingly proactive in terms of using the dog bins that are on site. The council's Enforcement Officers utilise the Keep Britain Tidy campaign materials to reduce the number of incidents.

3.0 WELL MAINTAINED AND CLEAN

As a Parks and Countryside Service we take pride in our parks and green spaces and therefore like to ensure they are well maintained and clean at all times.

Appearance is of the upmost importance as is cleanliness and hygiene and as a result of a parks user survey that has been carried out, this is one of the factors the public see before they enter a park or open space.

Evidence from the Park User online survey shows that almost all of the people that visit the site find the standard of cleanliness fair or above.

3.1 Litter and Waste Management

Luton Borough Council has a Waste Management Strategy (2016-2026) which is adhered to by the Parks and Countryside Service. During the summer months, the Parks and Countryside Service has a dedicated litter team that empty park bins including at weekends.

Luton Borough Council is committed to recycling 100% of its green waste and are making efforts to reduce waste and energy consumption.

3.1.1 Fly Tipping

Our reporting system shows that between January to December 2017 Luton Borough Council Parks and Countryside Service only received 1 report of fly tipping within Wardown Park and this was as a result of travellers which were on site for a minimal amount of time. This was cleared by our staff immediately after the travellers left the site.

3.1.2 Recycling

The Parks and Countryside Service recycles green waste and ensures that the recycled waste only includes acceptable material, i.e.

- grass clippings;
- leaves
- grass edgings;
- soft herbaceous cuttings (not woody);
- broken turfs (after lifting and turfing operations);
- shredded shrub prunings.

In addition, the gardeners at Wardown Park produce compost on site which is used for mulching of flower beds.

3.2 Horticultural Maintenance

Maintenance standards are carried out in accordance with the Green Space Quality manual (2024) published by the London Parks Benchmarking Group.

Results from the online survey show that visitors perceive the maintenance of flower beds and shrubs to be of a good standard.

3.3 Arboricultural Maintenance

The Parks and Countryside Service is responsible for the management and maintenance of the council's tree stock. The strategic approach to tree management is currently subject to review. It is policy that **all** trees on council owned property is deemed to be protected. The council's Arboricultural Officer only recommends removal where there is a health and safety concern.

The service utilises a computerised tree management system (Arbortrack) to assist in the management of the town's tree stock. The system is linked to a Graphical Information System (GIS). Tree inspections are recorded on site via hand-held tablets.

The Parks and Countryside Service are currently working closely with Treework Environmental to review the Luton Tree Strategy in order to align more closely with the Environment/Climate Change Strategy. A draft of this strategy is now complete.

In addition to this, there is a Strategic Tree Management Plan (STMP) for the park with an action plan. Some of the actions from this plan are included in the Wardown Park Continuous Improvement Action Plan.

An I-Tree Eco project was carried out in Wardown Park in recent years where it was confirmed that there is a high quality of tree stock with much of the historic tree layout intact including veteran hedgerow trees which remain from the original parkland estate (120+ years old) and those planted in the first 20 years of the park's development (80-100 years old).

A copy of the tree report taken from Arbortrack can be found in the appendices.

3.4 Building and Infrastructure Maintenance

3.4.1 Building Maintenance - Council buildings in Parks are managed via the council's Property and Construction department and is the responsibility of the Parks and Countryside Service in-house team to ensure they are clean and well maintained. Our Property and Construction Department undertake 5 yearly building condition surveys on all of the park buildings and use these surveys to prioritise maintenance works and inform the longer term requirements for management/improvement of the park's buildings.

Regular checks are carried out to ensure buildings are safe and secure and carries out regular testing of the water, heaters and other elements of the maintenance check.

3.4.2 Infrastructure Maintenance – All play areas are regularly checked by our Play Area Technicians as outlined above (2.1 Appropriate Provision of Quality Facilities and Activities). These inspections allow the Parks and Countryside Service to provide a continued high standard of safety and cleanliness as well as extending the life expectancy of the equipment.

A full and up to date list of play equipment and specifications is held by the Parks and Countryside Service Play Area Technicians who undertake regular inspections in line with the Play Area Inspection procedure laid out in the Parks and Countryside Service Quality Management System. A copy of the inspection sheet is shown below.

The play area is located on the Old Bedford Road side of the park, near to the play area is fenced with bow top railings and gated entrances. It has a good range of equipment installed provides the following facilities:-

Play Equipment

- Swings (Flat/Cradle)
- Roundabout
- Climbing Units for Various Ages
- Spring Rockers
- Bespoke Play Train
- Electronic Talking Bob

Ancillary Items

- Benches
- Litter Bins
- Signs
- Gates
- Safety Surfacing

Please see the Play Area Technicians' Inspection Sheet for Wardown Park.

The Play Inspection Sheet below is part of the ISO9001-2018 Quality Management System and provides the asset list of play equipment for the park.

INSPECTION/ACTION SHEET FOR PLAY SITES LUTON BOROUGH COUNCIL		DATE TIME INSPECTOR SITE No: 1. Wardown Park	
PLAY COMPONENT & SAFETY SURFACE	SAFE & SECURE	FAULT	IMMEDIATE ACTION TAKEN
1. Approach to Site			
2. Signs			
3. Gates (x2)			
4. Seats			
5. Fencing			
6. Bins			
7. Surfacing Carpet			
8. Tarmac Path			
9. Swings – 3M Flat			
10. Swings – 2.4M Cradle			
11. Roundabout Spirowheel			
12. Module – Junior			
Spring Rockers (x4)			
a) Crazy Srambler			
b) Crazy Ellie			
c) Crazy Gander			
d) Crazy Hen			
13. Toadstools (x6) Rubber Stepping Stones			
14. Module – Toddler			
15. Play Train			
16. Talking Bob			
17.			

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VANDALISM
COST

ITEM	Additional Comments

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INSPECTION/ACTION SHEET FOR PLAY SITES LUTON BOROUGH COUNCIL		DATE TIME INSPECTOR SITE No: 1A. Wardown Park	
PLAY COMPONENT & SAFETY SURFACE	SAFE & SECURE	FAULT	IMMEDIATE ACTION TAKEN
1. Fitness (TGO) Cross-Trainer			
2. Recumbent Bike			
3. Hand Bike			
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VANDALISM
COST

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A full list of specifications for equipment to aid the Play Area Maintenance Team is held electronically in the DTE Play Management System.

3.5 Equipment Maintenance

Well maintained equipment is critical to the health and safety of our operatives, users of the park.

- All staff are appropriately trained in the use and maintenance of equipment.
- Risk assessments are in place for all equipment and are updated where required. These are accessible to all personnel as they are held in the main head office.
- Machinery is only operated by trained staff.
- All staff wear the appropriate uniform and personal protective equipment whilst at work.
- Vehicles and machinery are maintained to a high standard by our Fleet Department in order to prevent inefficient running and potential leaks of harmful substances.
- Fuel and other materials are secured and stored in agreed storage containers/areas.

4.0 ENVIRONMENTAL MANAGEMENT

4.1 Managing Environmental Impact

The Parks and Countryside Service has regard to the council's Corporate Policy, their Environmental Strategy and to a number of other key documents including:-

- Bedfordshire and Luton Biodiversity Action Plan (BAP)
(https://www.bedscape.org.uk/BRMC/newsite/index.php?c=bedslife_bap)
- Stronger Community in Luton 2019-2023
(<https://lutonbc.sharepoint.com/:b:/r/sites/chief-executive/Shared%20Documents/SCS/Stronger-Communities-Strategy.pdf?csf=1&web=1&e=V28TLb>)

The Parks and Countryside Service continues to work to meet the requirements of these key documents by minimising the impact of the service on the environment. The Parks service fleet has converted to electric vehicles and is replacing their tools with battery powered ones when they become obsolete.

4.1 Chemical Use

The Parks and Countryside Service no longer uses herbicides and pesticides in the general park maintenance regime and where chemical application is required it is done so in strict accordance with the manufacturer's recommendations.

4.2 Peat Use

The Parks and Countryside Service avoids using peat or products containing peat wherever possible.

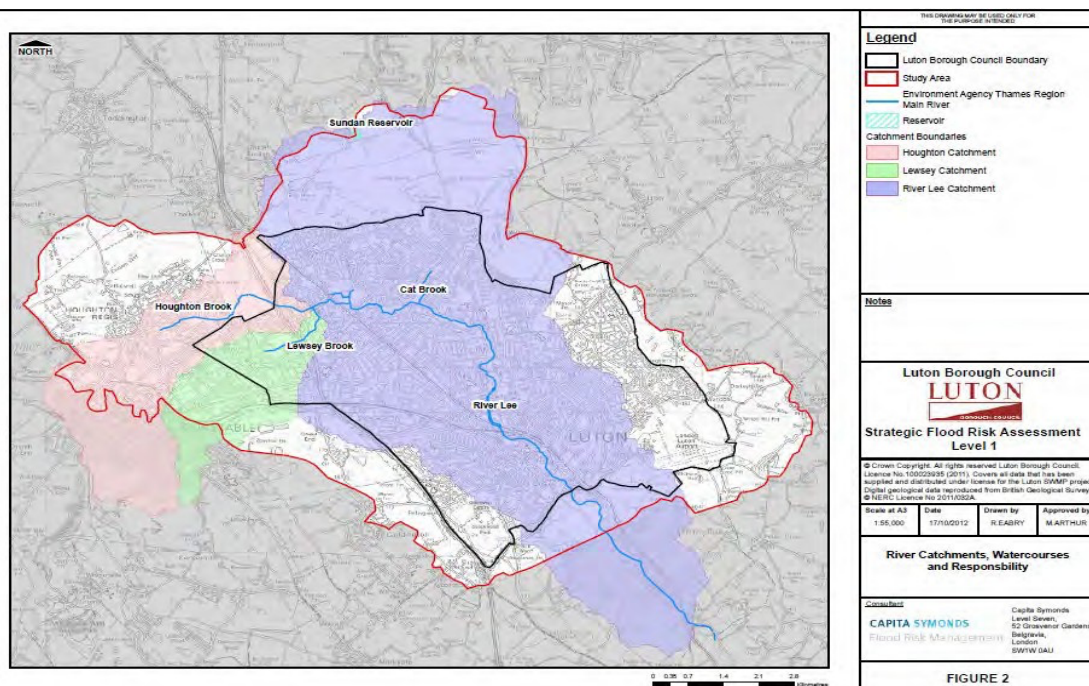
4.3 Climate Change Adaption Strategies

The Luton Local Plan takes into account all adaption strategies relating to climate change including the effects of:-

- Environmental impact of development
- Landscape setting
- Biodiversity
- Historic environment
- Design
- Water resources
- Pollution and contamination

The above issues are all taken into consideration throughout the planning process to ensure developments protect and enhance the natural and historic environment of Luton with none/minimal adverse effects to wildlife and biodiversity.

Luton Borough Council has a Local Flood Risk Management Strategy which includes the latest adaption strategies. Lewsey brook which runs through the park is a tributary of the River Lea. It is the responsibility of the Environment Agency to coordinate the management of any flood risks from the watercourses across the area.



Strategic Flood Risk Assessment Map

5.0 BIODIVERSITY, LANDSCAPE AND HERITAGE

Luton Borough Council recognises the importance and value of nature conservation and the need to protect and enhance the green network as well as the heritage of its sites.

5.1 Management of Natural Features, Wild Fauna and Flora

The Parks and Countryside Service refers to the Greenspace Quality Manual which was developed by the London Benchmarking Group. It applies these standards to all areas of the park

5.1.1 Ecology

The reintroduction of herbaceous borders, small woodland habitat, grassland management with the existing mature trees and the lake already provides a diverse range of habitats in the otherwise urban environment. The park offers the potential for maximising the value of these ecological habitats in terms of wildlife but also in terms of different experiences for the visiting public.

Future management will aim to maintain and enhance the value of the existing habitat areas. Enhancements could include for example the areas under or close to tree canopies where diversification could be achieved.

5.1.2 Tree Management

The park has a strategy for the future management of the park's trees to ensure the older specimens are preserved and that new planting is informed and within the context of the original park design.

In addition to the continued working of the Parks and Countryside Service to meet the requirements of key documents (Environment Strategy, Sustainable Community Plan, Bedfordshire and Luton Biodiversity Plan), the following is adhered to so as to minimise the impact of the service on the environment:-

- Parks vehicles use diesel products which have reduced levels of particulates.
- The service no longer uses herbicides and pesticides in the general park maintenance regime and where chemical application is required, it is in strict accordance with the manufacturer's recommendations.
- The service has designated a number of staff to promote energy reduction.
- Luton Borough Council are piloting electric vehicle points in the town centre and parks as well as investigating how this could be effectively used in operational vehicles.

5.1.3 Wildlife

Bat boxes were erected in the park in January 2011 and a list of these can be found in the appendices.

Wardown Park is a rich habitat for bats and whilst restoration works were being carried out on Wardown House Museum the Bedfordshire Bat Group carried out a number of surveys. When they arrived at the building, they discovered over 30 small rooms; all of which were ideal bat roosts. A copy of their survey can be found in the appendices.

In 2017, the Parks and Countryside Service commissioned Cherryfield Ecology to carry out surveys of the park including the car park and the mini golf area. Although this was not complete at the time of updating this plan, the surveyors had identified a number of bat species including the brown long eared bat, common and soprano pipistrelles. A further four species have also been identified and include daubenton's, noctule, serotine and nathusius pipistrelle. A copy of this report can also be found in the appendices.

5.2 Conservation of Landscape Features

Each element of the restoration works is summarised below along with maintenance objectives (suppliers details for equipment and furniture are contained in full in the project Health and Safety/Operating and Maintenance Manual). Maintenance objectives for the lake, buildings and facilities are also detailed.

5.2.1 Landscape Management and Maintenance

In order to protect the Heritage and Biodiversity interest on the site, appropriate surveys are undertaken where required in advance of development projects (e.g. bats, breeding birds).

5.2.2 Restoration Works

- Outline landscape works to restore historic character including new bed layout in the Pleasure grounds
- Improvement of recreation opportunities, specifically through the provision of enhanced play facilities.
- Installation of new park furniture, including signage to encourage greater awareness of the historical significance of the park

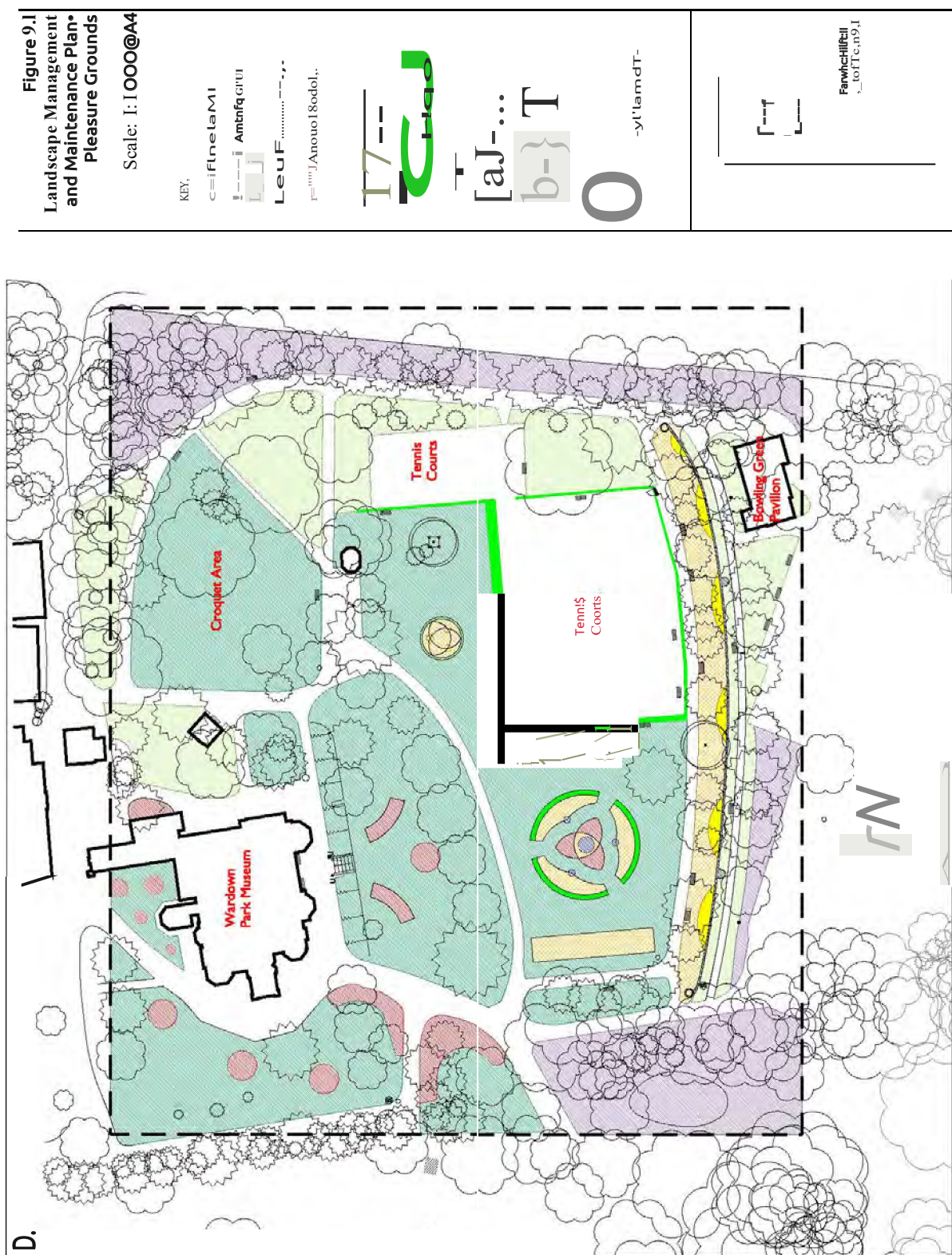


Figure 9.1 Landscape Management Plan – Whole Site

NORTH



Figure 9.2 Landscape Management Plan – Pleasure Grounds



5.3 SOFT LANDSCAPE

Summary of Restoration Work/Design Intention

5.3.1 Works to Existing Trees

Tree removal/surgery undertaken in the project has been confined to the Pleasure Grounds with the exception of the removal of the purple cherries in the old Robinia Avenue; the removal of a horse chestnut in the Daisy Chain Wall Eastern end and a group of lime trees around the Summer House.

Whilst the above works have enabled the design elements of the project to be carried out, further rationalisation and replanting of trees are essential to the park's future management and need to be considered carefully in terms of phasing and consultation. This is being addressed by Arboricultural Officers as part of the work to develop a strategic tree management plan for the park.

5.3.2 New Tree Planting

The avenue reinstatement of *Robinia pseudoacacia*, which replaces the purple cherries, is the principal element of new tree planting. In addition there has been limited clump planting of ornamental species such *Prunus Tai Haku* around the new kiosk and play area, a group of *Pinus nigra* planted to the rear of the Boat House and a specimen *Liriodendron tulipifera* by the Summer House.

New trees are planted to replace those removed and to provide a good mix of ages to counteract the possibility of large-scale loss of similar aged trees (subject to funding). In addition trees will be planted in anticipation of trees falling or having to be removed in the future.

Maintenance Objectives

- Ensure an evenly thriving set of avenue trees
- Water trees regularly during establishment
- Prune trees regularly, particularly in first years of establishment to ensure even development of crowns
- Check for signs of disease or malicious damage and take appropriate action
- Keep mulch at bases tidy
- Removal of tree guards after first five years' establishment (subject to review by arboricultural officer)

5.3.3 Pruning

Pruning will be carried out to approved standards, using appropriate and well-maintained tools, to remove dead and damaged branches and to encourage the growth of well-formed trees.

5.3.4 Mature Trees

These will be inspected regularly and work carried out to maintain the health and safety of those trees. Damaged branches will be removed from both tree and ground promptly to minimise damage to the tree and danger and obstruction to park users.

The written records from these inspections will be kept with the overall survey records to enable a comprehensive record of the parks trees and their management to accumulate on the arbortrack system.

5.3.5 Veteran Trees

Trees of this class within the park will be managed in accordance with current best practice guidance (See *Veteran Trees: a guide to good management*, Helen Read (2000)). For these trees in particular, regular inspections will be carried out to monitor the health of the trees and to be aware of any problems that might pose a danger to the health and safety of the people using and working in the park. However every effort will be made to preserve the veteran trees as long as is safe to do so, both as a link with the history of the park and as valuable ecological habitats.

Work on all trees will be carried out promptly and to accepted professional standards.

5.3.6 Pleasure Grounds Trefoil Beds and Daisy Chain Bed

The Trefoil beds, Rosary and Daisy Chain Bed re-establish horticulture within the historical context of the Pleasure Gardens and House. The Daisy Chain Bed contains shade-loving shrubs and perennials, planted en masse and is more informal in character; by contrast the Trefoil Beds are distinctly formal with their crowned beds and neatly edged cut outs. The vision is to establish these gardens as the heart of the Park and it is therefore essential that sufficient resources and expertise are set against the management of this area. The planting plans and schedules can be found in the Health and Safety File which is held by the Parks Technical Officer.

Maintenance Objectives

- Ensure an evenly thriving and diverse range of planting
- Provide seasonal interest in planting, varying the current scheme as required establishing a coherent and horticulturally pleasing effect.
- Lift and divide perennials annually or biennially as required to prevent overgrowing / control inconsistent rates of establishment
- Shape-up/ prune yew topiary to intended forms
- Mulch regularly, preferable from an on-site composting source. Keep mulch tidy
- Keep beds free of weeds at all times
- Prune back shrubs overgrowing the Daisy Chain Wall
- Keep bed cut outs neatly edged and maintain a consistent profile bed edges

5.3.7 Seasonal Bedding

This has an important role in its continuation of the Victorian and Edwardian planting theme in the park. More bedding areas have been set out in the project to reinforce symmetry and to provide a link with the house and gardens. Seasonal bedding is also carried into herbaceous beds to provide variety. Plant choice and design will continue to be chosen by the Parks and Countryside Service staff. Their designs should be created with some reference to the Victorian/Edwardian period when arrangements of plants would have formed strong patterns e.g. ribbon bedding, where plants are arranged in lines with low at the front and high at the back. These designs may be punctuated by planting of exotic feature plants such as Cannas. The designs should not be fixed; the layout and planting palette varied each year.

Maintenance Objectives

- Provide double rotation display (spring and summer interest) for maximum impact throughout the year.
- Planting should be planned in advance and plant choices reflect a coordinated approach across the seasonal bedding areas.
- Keep beds free of weeds at all times and watered in dry conditions.

5.3.8 Shrub Beds

Shrub beds will be managed to maintain a healthy stock of plants, pruning as necessary and as appropriate for the plant species to remove dead and damaged branches and to retain a natural shape. Pruning will also be carried out near entrances to ensure they are visually clear and promote a sense of arrival whilst in other areas visibility into and across the park will be maintained. Where plants die and leave gaps in the bed new plants will be planted as soon as possible, using species that maintain the character of the bed with reference to the restoration planting plans (contained in the project Health and Safety File). Replacement planting will use species with a form and flowering habit that is appropriate for that plant's position in the bed (lower growing at the front, taller in the middle) both to improve the appearance of the feature and minimise the need for pruning to restrain unwanted growth.

Edges of the beds will be neatly defined. Areas of bare earth will be kept weed free and mulched where necessary to improve the appearance of the bed, to maintain moisture levels in the soil and to discourage weed growth. Beds will be irrigated as necessary in dry periods to maintain the health and vigour of the plants.

5.3.9 Herbaceous Beds

The majority of the herbaceous planting is concentrated in the pleasure grounds. These areas are formal in appearance and therefore the level of maintenance should reflect this, resulting in weed free borders in a healthy condition with routine operations to provide a free flowering and foliage display (as per LBC's specification).

The open and bare areas will be forked over in the winter, cutting back foliage when the plants have died back. During the growing season, taller herbaceous perennials are to be supported with 'pea sticks', where possible utilising woody material found on site or from Pope's Meadow.

Lifting and dividing should be programmed on a three yearly cycle (one third of plants divided each year) in order to rejuvenate the planting, timed appropriately for the species.

5.3.10 Pleasure Ground Lawns/Amenity Grass/Shaded and Naturalised Grass Areas

Grass/sward management is loosely defined under these three categories.

The lawns around the new Trefoil and Rosary gardens should be managed to achieve a healthy, even surface not exceeding 35mm and should be regularly cut with a pedestrian cylinder mower and rolled in spring to reduce frost heave.

The management objective for amenity grassland, shaded and more 'naturalised' grass areas is to integrate low-frequency cutting with general amenity grass cutting. Areas selected for more natural grassland management such as the woodland area north east of the lake should be clearly identified to maintenance staff.

Maintenance Objectives

- Fine lawn areas will be maintained as a healthy box mown sward to a height of 25-35mm, with well-defined edges and weeds kept to a minimum.
- Amenity grass areas are used for general recreation, informal sports and can include wide-open spaces or those planted with trees, shrubs and bulbs. These areas will be maintained to a height of 25-65mm.
- Natural semi-shaded area (from the top of the main drive to central car park). This area is under a maintenance regime to encourage natural species and wild flowers that enjoy these conditions. A two metre wide path is cut through the area to satisfy a desire line from the lake to the pleasure gardens.

5.3.11 RECREATION FACILITIES

Summary of Restoration Works/Design Intention – Play Area

The new play area is perhaps the most popular feature of the park and considered to be a benchmark example of play design within the borough. Its high concentration of activity and use means that regular inspections and servicing of equipment, gates and surfaces as well as cleaning and planting maintenance is required.

The principal feature of the play area is the serpentine path which divides the toddler, junior and senior play activities. At various points/nodes along the path seasonable bedding areas are set out, providing a splash of colour. These are key to the presentation of the play area and as a matter of course should be regularly replanted with seasonal bedding.

Health and safety are of crucial importance, particularly where such high levels of use are expected. RoSPA carried out a post installation inspection and regular safety inspections are carried out by an accredited organisation. An example of a Play Area Inspection Sheet is included in the appendices.

Maintenance Objectives

- Maintain in clean and safe condition
- Carry out daily visual safety inspections
- Ensure responsive repair and replacement of equipment
- Carry out six weekly inspection
- Carry out annual inspection (Zurich)

5.3.12 THE LAKE

Summary of Restoration Works/Design Intention – The Lake

The lake makes use of the Park's most significant feature – the River Lea. The river was dug out, widened and lined concrete to form its current layout at the time of the opening of the park circa 1906. The fountain in the Lower Lagoon was donated by a local resident, Dr Sinha as a memorial feature.

The thrust of proposals are to diversify the planting around the lake to improve its appeal as a landscape feature. Much of the proposed planting was excluded from the original HLF project and requires planning and implementation over a longer timescale.

Luton Borough Council carries out de-silting of the lake to improve the water.

The lake has some value as a wildlife habitat and this has been acknowledged through a District Wildlife Site Designation. There are a number of wildfowl with Canada Geese being a particular problem.

The lake has three distinct character areas:

- The north end of the lake: Mature weeping willows area a predominant feature
- The central area of the lake from the suspension bridge to the footbridge. This area is overlooked by the play area and the kiosk and also incorporates the island.
- The lagoon; the southern end of the lake. The west bank is heavily populated by wildfowl, mainly ducks and Canada geese.

The principal feature of the restoration works relating to the lake is the new interlaced hoop-topped fence, which encircles the lake. This is 0.7m high fabricated from galvanised and polyester powder coated steel. Single and double gates are provided within the fence for maintenance access.



Maintenance Objectives

- Maintain fence in sound condition, check for damage to paintwork and check that the fence is securely fixed.
- Keep moving parts on gates lubricated and ensure all locks are in good working order.
- Maintain the lake structure, paths, furniture, etc in a sound state
- Keep the outlets and debris catchers free of rubbish, clearing rubbish at a rate which does not allow it to accumulate;
- Increase the wildlife interest through management of the vegetation on the island by clearing excessive growth to allow for more varied habitats, allowing the lakeside grass to grow longer, maintaining the water depth at a level which allows marsh to develop at the southern tip of the lake;
- Continue to monitor the effect of Canada Geese numbers. Some measure of control can be achieved through egg pricking, controlling access to the island for breeding through the use of fences which deter lagged geese but allow access for smaller ducks coots and moorhens. Luton Borough Council are currently liaising with a geese management company, and this liaison will continue as necessary;
- Monitor the quality and circulation of the water, contacting the appropriate authorities (Environment Agency for example) if pollution is found.

(a) Irrigation Hydrants for Lake Planting

Depending on the extent of new planting/grass envisaged for the lake edge, it has been suggested that a series of hydrants would be installed within the lake perimeter connected to the cold water supply to the toilet block on New Bedford road. This would pass via the Boat House where a simple cold water supply may be required if pleasure boating on the lake resumed in the future.

5.4 Conservation of Buildings and Structures

5.4.1 English Heritage Register of Historic Parks and Gardens

As a site included in the Register of Parks and Gardens of Special Historic Interest in England, works proposed in Wardown Park must be undertaken in consultation with the Garden History Society. Registration is a material consideration in planning terms¹.



5.4.2 Listed Buildings

Wardown House (Wardown Park Museum), West Lodge entrance and the Summer House buildings have Grade II status on the Statutory List of Buildings of Architectural or Historic Interest approved by the Secretary of State for the Environment.

The museum has full accreditation (number 660) with Phase 2 of the Museums and Galleries Commission Registration Scheme.



The Grade II listed status for three of the structures in the northern part of the park acts as sound regulatory control in ensuring the buildings have been and are being developed in a manner appropriate with their significance as heritage assets.

Luton Borough Council is revising the Luton Local List and proposes to include the East Lodge which is not currently covered by a Listed Building designation.

5.4.3 HERITAGE BUILDINGS

(a) Summary of Restoration Works and Perceived Uses

The Summer House

This late C19th timber and thatch building has been fully renovated internally and external walls, glazing and timber work have all been fully restored. Tree removals have also been implemented to reduce the risk of damage to foundations and to open up the views to the Summer House. The Summer House will be locked permanently, however its potential for use as a display, for butterfly collection, for example has been considered and most recently it has been used as a practice venue for a local string quartet in the summer months.

(b) The Boat House

This early C20th brick building has had complete restoration of external brickwork, pointing, including arch repairs. The roof tiles and substructure has also been entirely replaced, including restoration of the dormer window on the west elevation. This formerly was used to store the pleasure boats and will remain so, however boating on the lake is currently not in operation.

(c) The Bathing Hut

This early C20th brick building has had complete renovation of foundations, which were previously subsiding. A new tiled roof and substructure has been installed and new false windows and timberwork have been fitted on the south elevation/veranda. It also accommodates new oak slatted benches and vitreous enamelled signs in its bricked up window recesses. The use of the bathing hut for storage of model boats will continue as previously.



(d) The Kiosk

This building replaces the former 1970s kiosk and is modelled on the proportions and Edwardian style of the boat house. Its previous use as a hot and cold food and drinks outlet continues as previously.

(e) Wardown House

This Grade II listed building is of neo-vernacular style designed by T.C Sorby and built in Luton grey bricks with stone dressings, modern terracotta detailing and mock Tudor timber framing. The House has recently undergone a programme of redecoration coordinated by Luton Cultural Services Trust.

(f) The Donkey Wheel

Located to the east of the House, this feature was installed as an exhibition piece for the museum in 1932. It was originally one of three such wheels in the village of Kensworth on the Chiltern Hills near Whipsnade which consists of a half-timber framed structure containing a large vertical tread mill wheel. The roof structure has recently been subject to restoration works.

(g) Lower Cricket Pavilion

To the west of the lower sports field is a substantial pavilion with a single storey east elevation containing a veranda facing the sports field. The western side uses the landform to create a double storey with storage areas on the lower level. This attractive building has been subject to minimal maintenance prior to the HLF restoration and therefore a condition survey and assessment of repair/restoration and decoration works required was undertaken and the roof has since been retiled.

(h) Victorian Post Box

This feature is located close to the Wardown Park Museum entrance and in daily use.

(i) Wardown Park Suspension Bridge

The suspension bridge in Wardown Park is a single suspended span structure built in 1908 as a functional architectural feature and carries a footway over Wardown Lake.

The refurbished bridge was returned to its original lighter form, being painted in Glacial Green/Alpine (code 14 C 31).

The bridge has an overall length of 24.5m between pier centres. The width of the bridge between pedestrian parapets is 2.36m.

The suspension cables were originally supported by steel lattice piers that were encased in concrete as part of a refurbishment of the bridge in 1953.

The bridge deck consists of steel lattice trusses, forming parapets, spanning between the piers and support at approximately 1.5m centres on 5 steel transverse beams which are hung from the suspension cables.

The deck is suspended from four steel cables, two each side of the deck. The catenary cables pass through openings in the tops of the piers and then run at approximately 45° to the anchorages; mass concrete blocks below ground level. Each cable terminates in a solid metal block from which two steel bars take the loads into the anchorages.

Maintenance Objectives

- Carry out annual inspection of buildings and act on any maintenance requirements as directed by Health and Safety file.
- Check for graffiti and other vandalism.

(j) Drinking Fountain/Water Feature

The drinking fountain has been restored as a landscape feature but is not operational.

5.4.3 Policy of Letting of Leisure Property

This policy applies to Sports Clubs or other bodies wishing to occupy buildings or land on parks, open spaces and recreation grounds. It states that no leases will be granted to organisations unless there are tangible benefits to the community and Ward Members have been consulted. Any new lease will be as short as possible, but in any event no more than 21 years. A 21-year lease will only be granted for funding reasons; for instance where the terms of a lottery grant make this essential. Community use will have to feature in any new lease, preferably for more than 50% of the time, the council and community determining use during that period.

The sale of alcohol and purely social use of the premises will be strictly ancillary to the main sporting or community uses. Sports pitches will not be included in leases, but will be licensed only; unless there are good reasons to do otherwise connected with funding or community sports development.

5.4.4 Restoration Works

This section provides details of the restoration works and project aims achieved by the HLF Project. It also sets out the scope for future capital projects as shown in the Future Projects Register which also shows associated cost estimates.

- Protection and restoration of a number of heritage features in the park which were originally an important aspect of the design e.g. the Daisy Chain Wall.
- Restoration of boundaries and fences with the aim of improved security and visual coherence, particularly focusing on the park entrances.
- Protection, restoration and improved security for a number of heritage buildings in the park, namely the Boat House and kiosk.
-



5.5 HARD LANDSCAPE

Summary of Restoration Work/Design Intention – Park Boundaries and Entrances

5.5.1 EAST LODGE (SHARED ENTRANCE) AND POPE'S MEADOW ENTRANCES (PEDESTRIAN/EMERGENCY ENTRANCE)

A consistent appearance now exists between these entrances, modelled on the original construction. Reconstruction of some of the piers and re-bedding copings and capping stones was required and some re-pointing, all in lime mortar.

Access via Pope's Meadow entrance is controlled by way of a take-down cast iron bollard and is intended for emergency/events use only.

Access via East Lodge would have formerly provided an alternative entrance to the estate; however its function today is to serve the primary public car park access for the park.

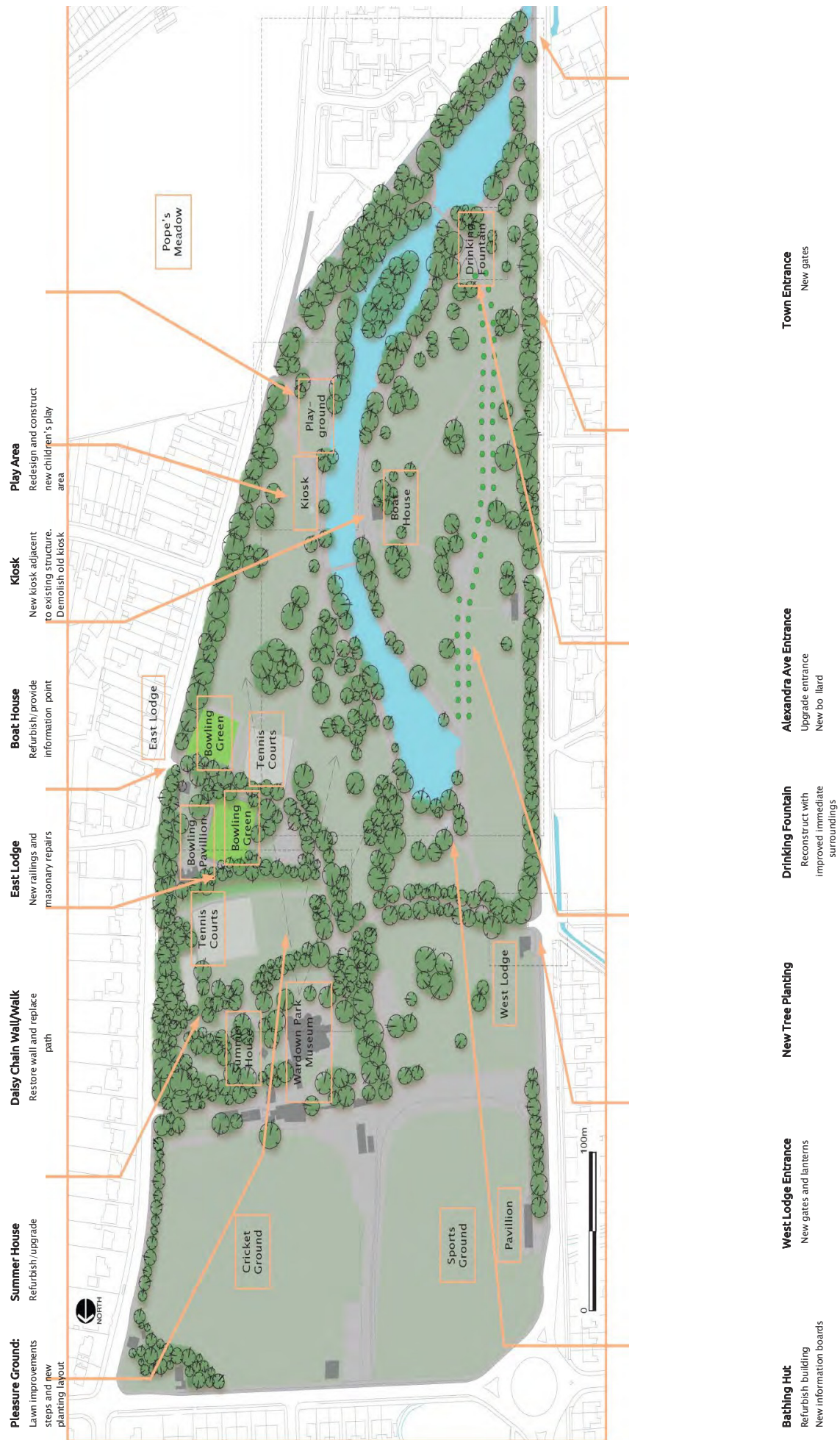


Following restoration there remains no means of controlling access, particularly out of day time hours. It is considered that as a future project an automatic drop down bollard with a timer and access induction loop could be installed so that vehicles can exit the park at any time, but that entrance is restricted to suitable day time hours.

Maintenance Objectives

- Maintain clear, safe access at all times
- Ensure take-down bollards in good working order
- Check metal work for signs of corrosion and take necessary steps to repair
- Check paint work for flaking and touch up as necessary
- Check bedding of large unit copings

Figure 5.1: Restoration Masterplan



5.5.2 WEST LODGE

The primary significance of this entrance lies in its former use as the principal entrance gateway to the former estate. Originally it consisted of pierced brick and stone flank walls abutting West Lodge. A set of separate vehicular and pedestrian gates and cast iron piers were set into the opening. In front of the gates on either side is a pair of sweeping dwarf stone walls, which were clad in iron railings.

The side walls flanking the entrance are built into the West Lodge, which has Grade II Listed Building status. They are modelled on the same neo- vernacular style of the mansion with red brick face work and stone dressings.

Today the entrance is used by visitors to the Museum and the park and large vehicles to service park events, which require a wider opening than was originally constructed. To accommodate this requirement the entrance bellmouth has been widened and now the entrance is shared between pedestrians and vehicles. Access is via a pair of new authentic vehicle entrance gates, set on tracks that are embedded into the widened entrance bellmouth. A pair of globe electric lanterns is set onto the gate piers, operated by light sensor switches within the gate structure.

Maintenance Objectives

- Maintain clear, safe pedestrian access at all times
- Ensure take-down bollards in good working order
- Regular lubrication of locks, drop bolts, gate bushes and rollers
- Grease gate hinges and other working parts
- Regular cleaning of luminaries and signs
- Check metal work for signs of corrosion and take necessary steps to repair
- Check paint work for flaking and touch up as necessary
- Check walls regularly for signs of structural damage, particularly during park events
- Check luminaries and replace as required in accordance with O&M procedure
- Implement seasonal bedding displays in flower beds behind dwarf walls

(a) West Lodge Gate Lanterns

The new entrance gates incorporate a pair of authentic globe lanterns which are fixed to the tops of the cast iron gate piers. These are controlled by a daylight/dusk sensor and are supplied directly from West Lodge. A separate meter is installed in a cabinet, to the rear side of the brick walls adjacent to the gates. These readings should be taken regularly in order that the costs of supplying the lanterns may be reimbursed to the tenant.

Maintenance Objectives

- Check condition of lanterns regularly and ensure fixings are secure.
- Carry out tests to ensure all switching gear and luminaries are in good working order. Replace parts as necessary.

5.5.3 TOWN ENTRANCE, ALEXANDRA AVENUE AND NEW BEDFORD ROAD RAILINGS

A new set of ornamental gates have been installed to replace the ceremonial gates at the Town Entrance, removed in World War II. Replica coats of arms have been fitted to the gates. The gate leaf closest to the road is normally kept shut to provide access control.

Extensive work has also been undertaken separately to the culvert connecting the lake outfall with the downstream flow and as part of this work the curved parapet wall has been fully reconstructed. Originally this wall was clad with ornamental railings to help signify the entrance.

The principal activity on the New Bedford Road boundary has been to carry out structural repair work to the brickwork wall and intermittent piers.

The pedestrian entrance at Alexandra Avenue has had the metal barriers stripped out and replaced with cast iron bollards. Additionally the pier caps on the entrance piers have been re-bedded.

Maintenance Objectives

- Maintain clear, safe pedestrian access at all times
- Regular lubrication of locks, drop bolts, gate bushes and gate rollers
- Grease gate hinges and other working parts
- Regular cleaning of coat-of-arms and signs
- Check metal work for signs of corrosion and take necessary steps to repair
- Check paint work for flaking and touch up as necessary
- Check walls regularly for signs of structural damage
- Check emblems for graffiti and other signs of vandalism, e.g. loosening of fixings

5.5.4 DAISY CHAIN WALL

The Daisy Chain Wall, dating from around 1890, acts primarily as a separating device between the Pleasure Grounds and the rest of the park. The restored wall, complete with its ornamental pierced brick balustrade and buttresses forms perhaps the most significant heritage feature within the park. The retaining section of the wall comprises Luton Grey facings. Severely eroded sections have been re-pointed under the restoration and some sections have had to be entirely rebuilt, including the two buttresses. The remainder of the structure, the ornamental balustrade is built out of new soft red special shaped bricks, save for a small section of existing balustrade at the western end of the wall.

Maintenance Objectives

- Carry out high pressure cleaning as required to remove build-up of moss and lichen on soft brickwork
- Carry out annual condition survey and check for any signs of failed pointing or cracks and seek advice on repair.
- Monitor against vandalism/malicious damage
- Maintain clear views to and away from the wall - carry out judicious tree and shrub pruning works as required e.g. removal of overhanging branches causing visual obstruction or risk of falling tree limbs
- Implement lighting to Daisy Chain Walk – *see Services*

5.5.5 DRINKING FOUNTAIN

This feature has been reconstructed within a flower garden forming a nodal point within the path infrastructure and crucially forms an important visual link to the park, particularly when approached from the Town Entrance. It is constructed out of reconstituted bath stone and has a central drinking point and urns as its main features. The intended use is not physically as a drinking fountain; hence it's setting in a flower garden as the separating device.



(Photograph by kind permission of Lisa King)

The fountain has an integral arrangement of pipe work connected to a valve pit in the grass adjacent to the footpath which will operate a continuous flow of mains water into the bowls, which feed directly into a waste pipe to the lake. Whilst there is currently no water or electricity supply to the fountain to operate the water feature, this could be implemented relatively easily.

The supply and waste pipes have been incorporated within the new fountain construction so that future connection to mains water supply can be carried out without disturbance to the fountain, garden or path. A valve pit has been constructed in the adjacent lawns and this houses the connection to the fountain pipe work.

Maintenance Objectives

- Maintain flower garden to high quality and free from weeds and litter
- Check regularly all fixings to urns to ensure these are secure Carry out appropriate remedial action.
- Check masonry for graffiti on other vandalism
- Carry out high pressure cleaning of masonry as required to control algal growth
- Check knee rails for flaking paint, corrosion etc and carry out repair as necessary
- Keep fountain bowls clean and free from litter and other objects which may potentially block outlets
- Keep all working parts of water feature free from blockages

5.5.6 FOOTPATHS, CAR PARKS AND OTHER HARD SURFACES

Whilst footpath repair would make a significant contribution to the overall presentation of the park and to access provision this is an element of work broadly left out of from Stage II works. Nevertheless priority should be placed on ensuring that paths are well maintained, regularly swept and kept free from litter and leaf fall and that patch repairs are implemented where paths have disintegrated and are becoming hazardous or unsafe.

Maintenance Objectives

- Maintain clear, safe pedestrian access at all times
- Sweep regularly, especially during autumn leaf fall
- Maintain path edges and keep overhanging grass trimmed
- Check for disintegration and carry out necessary repair work
- Grit paths in frost periods

5.5.7 OUTDOOR FURNITURE AND FITTINGS

External furniture, i.e. benches, tables, litterbins, interpretation and directional signs will be regularly cleaned. Repairs will be carried out promptly and any single replacements will match the existing furniture so that the style of the set remains consistent. Timber furniture will be oiled annually to prolong its life.

5.5.8 TOILETS

The maintenance of toilets in public places can be expensive and difficult, the facility invariably attracting vandalism and antisocial behaviour. Nonetheless they are an essential part of any public place where people are intending to spend hours rather than minutes, particularly where children and the more senior citizens are concerned. Ideally they will be kept in a clean, sound and fully functional state suitable for use by all ages of park user at all the times that the park is open. These facilities are managed by our Fixed Assets, Property and Construction Department.

5.5.9 PARK FURNITURE

The principal aim is to maintain a coherent set of furnishings for the park and to maintain the standard and quality of furnishings installed under the restoration project. The new corporate colour of juniper green has been carried into the furniture design.

Items of furniture under the works are summarised as follows:

- Victor Stanley vitreous coated open topped steel bins in juniper green with access hatch to lockable galvanised liners. The main feature of the bins is the Luton crest which is fixed onto the access hatch (supplier's details are provided in the appendices).
- New and reconditioned Broxap 'Deeside' benches with painted hardwood slats fixed to cast metal legs. Generally each bench is located within a new tarmac apron adjoining the footpath (supplier's details are

Maintenance Objectives

- General tidiness and appearance of furniture
- Checking for wear and tear to paintwork/ graffiti and vandalism and repairing as required
- Ensure all components of bins are in good working order and that bench fixings are secure

Future Projects & Location	Timescale/ Target	Cost	Current Status
HARD LANDSCAPE			
Park Boundaries and Entrances EAST LODGE			
1. Install traffic control measures to existing park in evenings and to restrict access to daytime hours	2010	£25,000*	Completed
a) Close arch from courtyard	2012		
b) Create new pedestrian access at West Lodge	2012		
c) Install management controls at East Lodge			
Park Boundaries and Entrances WEST LODGE			
2. Replace dwarf walls and reinstate ornamental railings caulked into walls	2010/2015	£45,000	Completed
3. Carry out condition survey of Flank walls and Feasibility for complete rebuilding as original construction.	2010/2015	£3,000* (for feasibility study)	Completed
Town entrance, Alexandra Avenue and New Bedford Road railings			
4. (short term): repaint railings, running between Town Entrance and Alexandra Avenue entrance.	2005/2006	£5,000	Completed
5.			
a) implement extensive boundary wall replacement to match original wall design as per town entrance culvert parapet between town entrance and West Lodge	2010/2015	£1,250 per linear metre (approx. 300m)	
b) Reinstall ornamental railings to top of walls as per section of railing recovered from town entrance	2010/2015		
Footpaths, Car Parks and Other Hard Surfaces			
6. It is suggested that a general review of usage of footpaths and pavements in the park and condition survey should be undertaken before finalising proposals for upgrade, however as a guide they should be split into the following areas:	Review of usage and condition survey		
a) Bathing Hut; localised repair to tarmac paving around new bathing hut slab	2007	£3,000*	Completed
b) Lake perimeter path from town centre entrance to drinking fountain	2006/2007	£35,000*	Completed
c) Remaining lake perimeter path	2018/2028	£240,000*	Repairs only
d) Robinia Avenue	2018/2028	£60,000	Completed
	2018/2028	£40,000*	Partially

e) Pleasure Grounds f) Tennis Court Surfaces g) Car Park Surfaces			Completed
Bridge			
7. Refurbishment of the bridge with interpretation	2014	£200,000	Completed
Future Projects & Location	Timescale/ Target	Cost	Current Status
Park Furniture			
8. Review of bollards in Wardown Park	2017	Within existing	Museum HLF - Completed
Information and Interpretation (no projects listed)			
9. Strip and repaint fingerposts in corporate colours	2006/2007	£1,000	Completed
10. Provide additional street signs to double-up on the current provision	2007/2008	£2,000	Completed
SOFT LANDSCAPE			
11. Construct ogee arched arbour over rosary for climbing roses	2010/2015	£10,000	Project delete d
12. Plant butterfly garden at rear of Summer House. This would also reduce the vulnerability of the back of the building to vandalism – see Summer House	2006/2007	£2,500*	Project delete d
The Lake			
13. To establish a planting strategy for the lake perimeter and for marginal and deep water aquatic planting. Reinstate open character of northern section in line with historical precedent.	2023/24	£3,000 (Excluding capital works)	Included in plans for an HLF submission August 2023
14. Rationalise tree maintenance and replacements to lakeside and island, there is a maintenance issue with the willows in the degree of leaf fall encountered within the lake which accelerates the build-up of atrophic silt and resulting diminished water quality. Assess scope to reinstate the open character that can be evidenced in the early C20th photographs and to open up views to the bathing hut from the suspension bridge.	2018/2028	£40,000*	Work ongoing
15. Tree thinning and removals and new shrub planting should also be considered a priority for the island area and adjacent bank side areas.	2008/2009	£20,000*	Complete d 2016
16. Bankside herbaceous and deep water and marginal aquatic planting should be considered for improved water quality and habitat value, also as a way of controlling views and screening unsightly up stands to the lake edge.	2018/2028	£80,000*	development plan to be included in HLF bid August 2023

Future Projects & Location	Timescale/ Target	Cost	Current Status
17. Work is required to the fountain including the following: - Commission investigation by a water feature specialise engineer to enable the precise requirements for changing the fountain housing to be determined and a specification to be produced. - Reposition the fountain housing and electrical services for lighting and powering the pump away from the lakeside - Change the fixed housing to a float mechanism so that the fountain nozzles and lights are kept at the correct height relative to changing water levels. - Additionally, a specification exists for altering the location of the switching gear which is currently housed in a large unsightly cabinet adjacent to the lake edge.	2008/2009 2010/2015	£5,000*	Completed Completed Completed Completed
18. Carry out feasibility study to explore the alternative options to cyclical de-silting of the lake. (In the meantime, programme complete and partial lake dredging frequencies into maintenance programme – Dredging costs approximately £80 per cubic metre)	2006/2007	£10,000	Silt removal using silt pusher boat technology Completed 2006 & 2014
Other			
19. Develop a tree strategy for the future management of the Park's trees	2010	£25,000	Completed
HERITAGE BUILDINGS AND OTHER FEATURES IN THE PARK			
20. Replace tarmac around bathing hut to marry in levels between slab and lake perimeter railings.	2010/2015		Completed
21. Flag pole gallery installation		£6,000	Completed
22. Museum; construct replica awning along south and east wings	2018/2028	£40,000	Project deleted
23. Construct replica bandstand	2018/2019	£200,000	Completed
24. The Donkey Wheel restoration	2010/2015	£15,000	Completed – Roof replaced and wood treated

25. Lower cricket pavilion condition survey assessment of repair/restoration works required	2007/2008	£3,000	Completed – Roof replaced with tiles to match originals
Future Projects & Location	Timescale/Target	Cost	Current Status
SERVICES			
Electrical Services			
26. Daisy Chain Wall: Proposals for installation of lighting columns along the Daisy Chain Wall have been abandoned due to cost restraints in the implementation of the project. However the design and specification for the column and electrical services may be used for future procurement of the lighting.	N/A	£8,500	Project deleted
27. Drinking Fountain: This will require a 24 hour clock timing device connected to a motorised valve situated in the valve pit by the fountain. Supply would be taken from the cabinet on the park boundary to New Bedford Road. A specification is in place for this work.	2010/2015	£2,000*	Project deleted
Cold Water Services			
28. Drinking Fountain: A new cold water supply is required to enable the fountain to operate. It has been suggested that a supply could be taken from the New Bedford Road mains supply through a trench and connected up to the fountain services located within a valve pit in the adjacent lawns.	2010/2015	£5,000*	Project deleted
29. Irrigation hydrants for lake planting: Depending on the extent of new planting/grass envisaged for the lake edge, it has been suggested that a series of hydrants would be installed within the lake perimeter connected to the cold water supply to the toilet block on New Bedford Road.	2010/2015	£15,000*	Project deleted
30. Lakeside Projects a) Kiosk veranda b) Restoration and interpretation of tank testing area c) Inlet viewing area d) Bathing hut viewing area/access e) Town gate viewing area	2018/2028		To be included in HLF submission Wardown Lake restoration August 23

5.5.10 INFORMATION AND INTERPRETATION

Park historic interpretation boards have been designed to fit into the bricked up windows on the bathing hut and boat house, thus eliminating the need for post fixings, but they also improve the appearance of the buildings.

The location and content of the signs are as follows:

Bathing Hut:	Park Map board and information cabinet
Bathing Hut:	Park History board
Bathing Hut:	Restoration of the Daisy Chain Wall
Bathing Hut:	Restoration of West Lodge Entrance gates
Boat House:	Boating at Wardown Park

A series of 'Street Signs' have been installed under the restoration project for Mrs Scargill's Path, Daisy Chain Walk and Lovers' Walk and Welcome Boards with maps of the park have been installed in key locations.



Maintenance Objectives

- Regular cleaning of signs
- Check for vandalism and that fixings are secure
- Update leaflets and information in display cabinet on bathing hut

5.5.11 EDUCATION/INFORMATION PROVISION

It is important that general information about the park is available to the public including its history, development and purpose of the restoration works, interpretation of the park features and provision of details about the facilities. It is also critical that the public are consulted upon and involved in any future proposed changes to management, maintenance or development of the park. The Friends Group provides a useful forum for this. Non-users also need consulting and this is carried out through use of Luton's Area Committees structure where the local community are invited to local Area Committee meetings on a quarterly basis to raise issues and respond to consultations.

Management Action

The improved park signage installed as part of the restoration work interprets key features and a map locates and labels these features and other park facilities.

The Luton Friends of Parks and Green Spaces group provides a forum but also assists with consultation exercises in the park. IN addition, consultation may be facilitated through the Luton Cultural Trust Service as the museum is located in the middle of the park and provides an ideal location for consultation boards or questionnaire distribution. The park users and members of the public are encouraged to join the Friends Group of the Cultural Trust Service, the Museum Makers.

6.0 COMMUNITY INVOLVEMENT

Luton Borough Council is committed to involving the local community and providing opportunities for local people to participate and feed into the management decision making process.

The Parks and Countryside Service has an online customer perception survey which informs management of how the park and provides feedback in relation to the needs of the community.

The council has an app (Love Clean Streets) which can download to mobile phone/tablet and enables reporting of issues so that they can be dealt with in a timely manner.

The Wardown Park Garden volunteers assist with maintenance in the park and with community projects in the park. The service have a volunteer co-ordinator who is committed to building relationships with volunteers, local groups and voluntary sector organisations.

6.1 Community Involvement in Management and Development

6.1.1 Information on Levels of Use

More information about the levels of use can be found in the appendices and was provided by means of our online survey which is accessible to all and promoted on the Luton Borough Council website

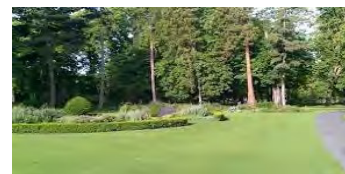
<https://secure.luton.gov.uk/surveys/parksusersurvey>

6.2 Description and Facilities

The park includes a wealth of landscape and historic features, informal sports areas and play facilities which add to the user experience. Generally the park is well maintained and attractive, retaining a great deal of its historic parkland character.

6.2.1 Areas for Informal Recreation

The park provides attractive areas of greenspace for informal recreation which are important to the local community as they are able to use them for walking, relaxation, family gatherings and informal games.



6.2.2 Walking and Cycling in the Park

The Council is keen to encourage walking and cycling to and within the park.

There are a number of walking groups/projects who regularly use the park for these activities as well as members of the public who like to admire the park as part of their daily routine whether it be for leisure or travelling between destinations.



Photo supplied by
organisers of the
Parkrun

6.2.3 Wardown Park Museum

www.lutonculture.com/wardown-house

Wardown House, Museum and Gallery is situated in the beautiful landscaped Wardown Park.

The building offers visitors a chance to step back in time and take a glimpse into the wealthy family home during the Victorian period. There is a variety of 'hands on' displays for a fully immersive experience as well as exhibitions.



(Photograph provided by
Luton Cultural Trust)

The museum underwent a redevelopment during 2016 and re-opened in April 2017 which now holds events and activities for all ages and interests throughout the year.

Following the refurbishment of Wardown House there is now a range of rooms that can be hired for meetings, training days, drinks, receptions and events in the gorgeous surroundings of Wardown Park.

Wardown House, Museum and Gallery is fully licensed for ceremonies and a wonderful place to hold a reception. The gardens provide the perfect back drop for the wedding photographs so everything for that special day can be held in one location.

6.2.4 Luton Town & Indians Cricket Club

www.lticc.org

The Luton Town & Indians Cricket Club is a well-established club with over 200 players/members from Luton and surrounding areas.

Monty Panesar was introduced to the game via their colts system (for younger players) and regularly trains at the ground.



6.2.5 Other Local Amenities

Wardown Park is the most used and well known park in Luton and provides a District Park facility for people living in the High Town Ward. It is located between New Bedford Road and Old Bedford Road, both of which are the main routes into the town centre

On the Old Bedford Road side of the park is the nearby Popes Meadow which leads into People's Park and Bells Close and on the New Bedford Road side of the park is the nearby Moor Park.

7.0 MARKETING AND COMMUNICATION

The Parks and Countryside Service employs a market-driven approach to marketing in order to find out what customers want from their local park. The council provides a range of online community channels that enables people to interact with each other and share information about events within the park, their experiences and provide feedback.

7.1 Marketing and Promotion



In order to encourage public feedback the service has a monthly Parks and Countryside Service Newsletter which highlights events and activities. A link on the council's webpages encourages subscription to the newsletter. In addition, information is regularly updated on the noticeboards provided as well as the community channels described.

Wardown Park hosts a large number of events throughout the year and is popular with sports clubs.

The Parks and Countryside Service employs a market driven approach to marketing and has an officer dedicated to working with the Luton Council communications team to highlight the contribution of the service to key agendas.

Luton Cultural Trust also have dedicated marketing officers who promote the events that are taking place at Wardown Museum. Parks and Countryside Service events are given a high profile on the LBC web pages.

7.2 Appropriate Information Channels

Luton Borough Council provides a range of appropriate information channels that can be accessed by the public. These include:-

- Luton Borough Council webpage (www.luton.gov.uk)
- Facebook (www.facebook.com/lutoncouncil/)
- Instagram (www.instagram.com/lutoncouncil/?hl=en-gb)
- Twitter (@lutoncouncil) or ([https://twitter.com/ lutoncouncil](https://twitter.com/lutoncouncil))
- Flickr ([www.flickr.com/lutonboroughcouncil](https://www.flickr.com/photos/lutonboroughcouncil/))
- You Tube (www.youtube.com/user/lutonboroughcouncil)

Each of the above sites are closely monitored by our Marketing and

Communications team to ensure they are used appropriately and remove any contributions that break the rules or guidelines of the relevant community.

7.2.1 Love Parks Week



Love Parks Week is an annual event run by Keep Britain Tidy and local groups and volunteers are encouraged to take part.



During the summer months of the service support a range of litter picking events and other activities.

Picture taken from the Keep Britain Tidy Website



7.3 Events and Special Events

The Parks and Countryside Service employs a market-driven approach to marketing. In order to find out what customers want from their local park, the council provides a range of online community channels that enables people to interact with each other and share information about events within the park, their experiences and provide feedback.

Reports show that parks with Green Flag Awards in Luton achieve significantly higher satisfaction ratings than other local parks and green spaces and therefore the service uses the Green Flag criteria as a quality control management tool.

7.3.1 Management of Events

Large events are generally well organised by the various resident organisations and local groups/communities. Each event is reviewed by our Parks Facilities Unit and the council's Safety Advisory Group (SAG) to ensure all necessary safety and security measures are in place for when the events takes place.

Large annual events that take place in the park include :- Eid

Event

Thurstons Fair

Park Run Luton

Carnival

Management Action

The impact of events on the park varies according to the size and nature of the event. Major promotions will involve; heavy machinery, storage containers, provision of power, lights, fireworks and support systems for them and portaloos.

For all these events, the park and its grounds provide a good venue, particularly because its size, variety of facilities and landscape types within it and this will continue to be exploited with the following provisions:-

- Events and activities to be aimed at the varied community using the park, be well organised and once over, leave the park in a clean and sound state
- The potential for damaging the infrastructure and the landscape of the park will be minimised through careful planning and coordination with the park managers and maintenance team
- Provision is made to repair any damage that occurs, preferably at the expense of the promoter of the event. Repairs will be to a standard defined by the council and in keeping with the status of the site
- There will be good coordination between the organisers of the event and to ensure that the park is still accessible to as many people as possible for as long as possible.

7.4 Appropriate Education and Interpretation Information

It is important that general information about the park is available to the public including its history, development and purpose of any works that take place on the site, interpretation of the park features and provision of details about the facilities. It is also critical that the public are consulted upon and involved in any future proposed changes to management, maintenance or development of the park. The Friends Group provides a useful forum for this. Non-users also need consulting and this is carried out through use of Luton's Area Committees structure where the local community are invited to local Area Committee meetings on a quarterly basis to raise issues and respond to consultations.

8.0 MANAGEMENT

The Luton Local Plan 2011-2031 highlights the importance of green spaces as well as setting appropriate standards of provisions to meet community needs.

The Parks and Countryside Service uses both the Green Flag criteria and customer feedback to inform the management planning process for the future improvement and development of the park.

Staffing Structure

The Parks and Countryside Service benefits from a dedicated team of grounds maintenance staff trained to carry out maintenance tasks required within the park. The Parks Staffing Structure can be found in the appendices.

Grass cutting for the borough is carried out by the Parks and Countryside Service. The Greenspace Manager is responsible for this with the assistance of 2 Parks Supervisors who are directly responsible for the mowing gangs.

- **Greenspace Manager** has overall responsibility for the management of the service with specific responsibility for day to day maintenance of the parks.
- **Operational Manager (Grounds Maintenance)** is responsible for the efficient and cost effective running of the Parks operational service including the preparation of management plans, documents to support the revision of the Local Plan greenspace evidence base and to lead

on income generation through traded services, funding and development opportunities to deliver infrastructure improvements and targets related to delivery of corporate plans e.g. Luton Investment Framework and the Luton Air Quality Management Plan.

- **Operations Manager (Facilities and Business Support)** is responsible for Parks and Countryside Service buildings, coordination of events in parks and develops park facilities including outdoor sports and events, buildings, allotment, catering concessions whilst supporting the strategic development work relating to management for the Parks and Countryside Service.

8.1 Quality and Performance



The Parks and Countryside Service operates a quality management system (ISO 9001-2018) and benchmarks with other local authorities through the APSE (Association of Public Service Excellence) Performance Network.

The service has development and management plans for all of Luton's district and neighbourhood parks. The plans set out the vision and purpose of each park and includes an improvement action plan.

At an operational level, regular inspections are undertaken by the Parks and Countryside Service Area Supervisors who take action to resolve any maintenance issues and resolve problems.

8.2 Training & Qualifications

The Parks and Countryside Service is committed to ensuring their employees are competent in undertaking a range of horticultural, arboricultural, conservation and grounds maintenance tasks to meet the needs of the service.

The service supports the council's apprenticeship programme.

The Parks and Countryside Service commissions and supports staff in training related to the Green Flag Award, the national quality indicator for Parks and Open Spaces. These sessions are well received and include a practical element which allows the delegates to undertake an assessment of a local park using the Green Flag criteria.

The Parks and Countryside Service organised training related to Veteran Tree Management, orchard creation and orchard restoration for Parks employees, contractors and the Arboricultural Team.

8.3 Financial Management

Procurement is monitored as part of the quality management system and a team monitor all spend above £5000. Orders are raised on the central system called Authority Financials Purchasing (AFP). This allows the service to

monitor and track expenditure. Any orders above the £5000 threshold have to be raised via our in-house Procurement Team following a stringent process in line with the UK law by the Public Contracts Regulations 2015.

With a wide range of organisations and providers contributing to the park it is difficult to assess the total cost of management and maintenance or the value of the offer at Wardown Park. The Parks and Countryside Service continuously reviews the service in line with requirements of the ISO Quality Management system.

9.0 Linked Policies and Strategies

The future management and development of the park has to be considered within the context of the current policies and strategies, these include:-

- Vision 2040
- Luton Local Plan 2011-2031
- Luton Investment Framework 2015-2035
- Luton Borough Council Corporate Plan 2017-2020
- Luton Green Infrastructure Plan
- Green Space Strategy Review (2014)
- Luton Rights of Way Improvement Plan 2016-2031
- Equal Opportunities Policy and Strategy (Luton Borough Council)
- Luton Strategic Vision for Sport and Physical Activity
- Playing Pitch Strategy for Luton Borough Council 2014-2021

9.1 CDM Health & Safety File: Contents

List of contents of Crispin and Borst Project Health and Safety File ; extracts from file including Project Directory/Contacts, Sub-Contractors and Materials and Suppliers details.

Wardown Park

1. Description of Works
2. Project Directory
3. Sub-contractors Details
4. Suppliers Details
5. Product Information
 - 5.1 Olivand Metal Windows
 - 5.2 Playzone
 - 5.3 Classic Decorating Co
 - 5.4 Ardex
 - 5.5 Dorothea
 - 5.6 Lambs Bricks
 - 5.7 Kompan Play Equipment
 - 5.8 SMP Play Equipment
 - 5.9 Wicksteed Leisure Play Equipment
 - 5.10 Cranborne Stone
 - 5.11 Drainage & ITT Flygt Pumps
6. Luton Borough Council – Detail Drawings Park Wall and Footbridge

7. LUC/Rees Bolter/JM Loades 'As Built' Drawing
8. Carmel – O & M Manual for Mechanical & Public Health Installation for Kiosk
9. Carmel – Electrical O & M
10. Electrical Manual

(Note: The file is held in Luton Borough Council Parks and Countryside Service office, Wardown Park)

10.0 Continuous Improvement Action Plan

The Continuous Improvement Action Plan includes targets to increase natural elements within Wardown Park at a level appropriate to the 'parks and garden' nature of the site and to ensure a balance of provision which meets the needs of all users.

WARDOWN PARK MANAGEMENT

PLAN APPENDIX 1:

Continuous Action Plan

Wardown Park Continuous Improvement Action Plan 2024-2034

✓ = Achieved • = Planned

Action ID	PRIORITIES 2019/2029	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Who	Notes
1. A Welcoming Place														
		24	25	26	27	28	29	30	31	32	33	34		
1.1	Keep noticeboard up to date	✓	✓	•	•	•	•	•	•	•	•	•	Horticultural Coordinator	Ongoing
1.2	Repair pot-holes in central car park		✓	•									Operations Manager	Planned
2. Healthy, Safe & Secure														
		24	25	26	27	28	29	30	31	32	33	34		
2.1	Facilitate the use of the park by ParkRun and Junior ParkRun	✓	✓	•	•	•	•	•	•	•	•	•	Operations Manager	Ongoing
3. Well Maintained and Clean														
		24	25	26	27	28	29	30	31	32	33	34		
3.1	Refurbish Park buildings and suspension bridge		✓	•									Council Assets team and Operations Manager	Completed, snagging
3.2	Work with Community Payback to carry out weekly or bi-weekly litter picking in and around the park	✓	✓	•	•	•	•	•					Parks Team led by Head Park Keeper	Ongoing
3.3	Restore herbaceous beds to as close to the original design (2008 heritage plan) through division of existing plants	✓	✓	•	•	•	•	•					Operations Manager	Ongoing
4. Environmental Management														
		24	25	26	27	28	29	30	31	32	33	34		
4.1	Replace Parks vehicle fleet with smaller electric vehicles	✓											Operations Manager / Groundwork	Completed

[illegible]

7. Marketing and Communication																
		24	25	26	27	28	29	30	31	32	33	34				
7.1	Use digital newsletter to promote park activities	✓	✓	•	•	•	•	•	•	•	•	•	Horticultural Coordinator		Ongoing	
7.2	Update the Parks User Survey and promote through posters and online presence	✓	✓	•	•	•	•	•	•	•	•	•	Horticultural Coordinator		Completed update	
7.3	Develop list of stakeholders for the lake restoration project		✓	•									Community Engagement Officer		Started	
8. Management																
		24	25	26	27	28	29	30	31	32	33	34				
8.1	Application for Green Flag assessment	✓	✓	✓	•	•	•	•	•	•	•	•	Horticultural Coordinator		Ongoing	
8.2	Update Continuous Improvement Action Plan	✓	✓	✓	•	•	•	•	•	•	•	•	Horticultural Coordinator		Ongoing	
8.3	5-year review of Management Plan		✓					•					Operations Manager and Horticultural Coordinator		Completed	
8.4	Create specialist 'Parks Team' to prioritise management of Green Flag Parks	✓											Greenspace Manager & Operations Manager		Completed	

WARDOWN PARK MANAGEMENT

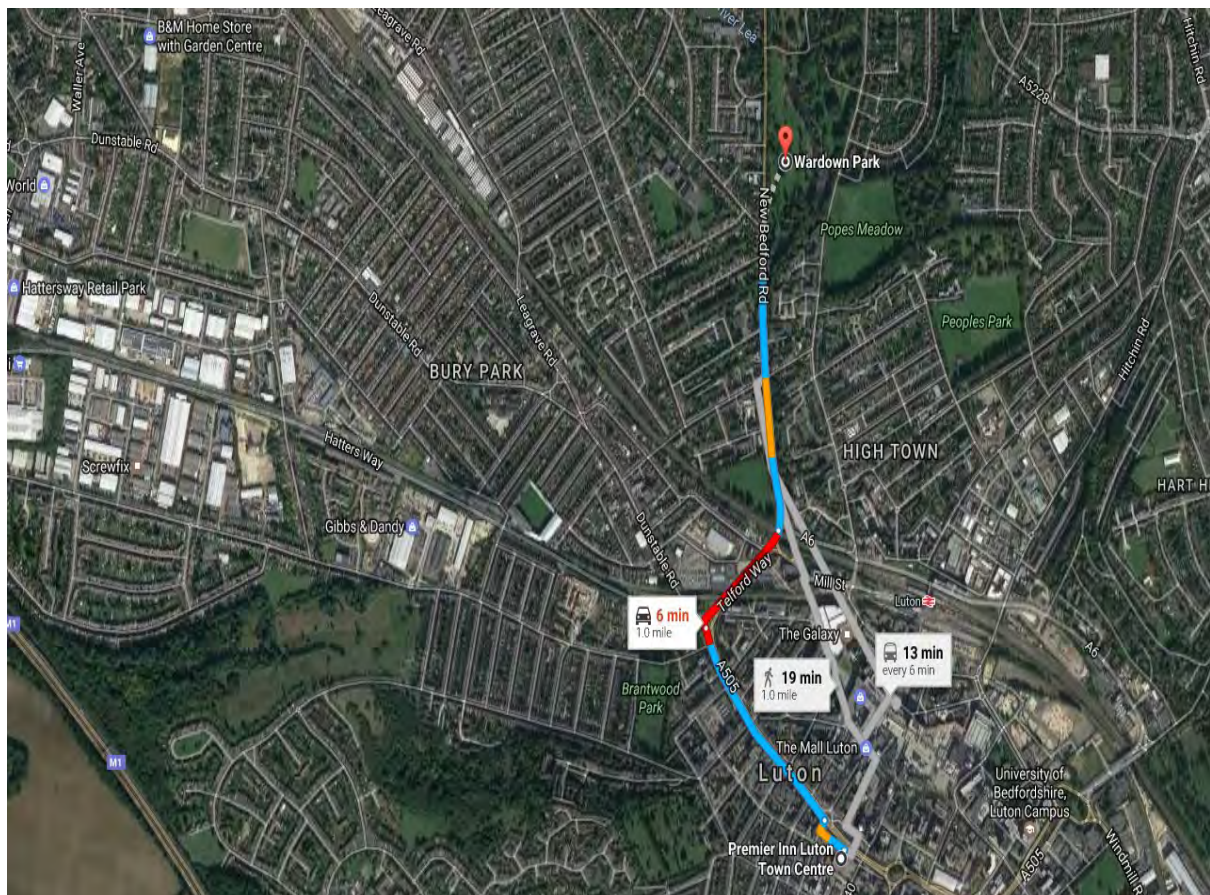
PLAN APPENDIX 2:

Maps

Aerial grass-cutting map of Wardown

Directions for driving

DRIVING INSTRUCTIONS FROM LUTON TOWN CENTRE TO WARDOWN PARK



Travelling from the Premier Inn, Luton (LU1 5FA), head north-west on Regent Street/B4540 towards Hastings Street

Turn left onto Stuart Street/A505

At the roundabout, take the 2nd exit onto Telford Way/A6

Slight left onto New Bedford Road/A6

You will see Wardown Park on your right hand side.

You have now reached your destination (Wardown Park)

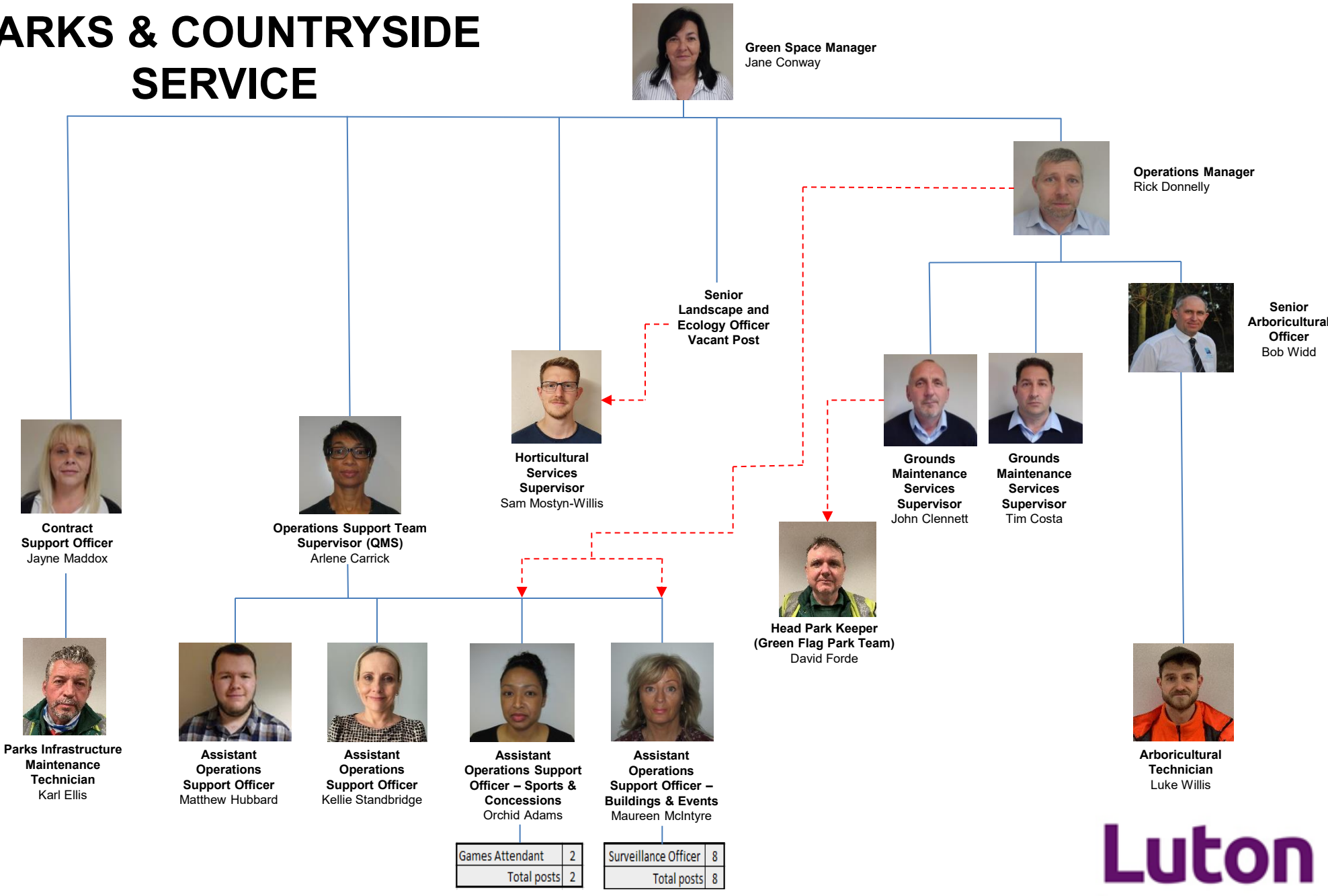
Your entrance will be near to the crossing with Wardown Park Lodge

WARDOWN PARK MANAGEMENT PLAN

APPENDIX 3

Parks Service Organisational Structure

PARKS & COUNTRYSIDE SERVICE



2020 - 2030



Wardown Park Management Plan

luton.gov.uk

Luton