



Community and Enterprise Resources

Strathaven Park

A Great Day Out.....



Management Plan 2012 -2017

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More information

For more information or if you want this information in a different format or language, please phone 01698 717803 or email gerry.devaney@southlanarkshire.gov.uk

1.0. Introduction

1.1 Urban park management has to consider the numerous pressures from users and professionals alike and in doing so ensure the wellbeing of the park. Objectives alongside maintenance, historical and ecological aims need to be balanced against user expectations, future needs, trends and budgets.

This is a Management Plan for Strathaven Park that aims to highlight the priorities and main themes on which South Lanarkshire Council (SLC) and its partners should focus in the future. The Plan will also demonstrate the strong commitment from South Lanarkshire Council to maintain and continually develop the park through healthy revenue streams and capital investment.

1.2 There are sound reasons for having a management plan for this site:

- Guide current and future managers, to ensure continuity of management;
- Interpret to partners and users how decisions are made affecting the public's enjoyment of the Park;
- Ensure clear management objectives are laid down and implemented efficiently;
- Identify future requirements;
- Promote interest in and support of the Park;
- Encourage active community involvement in the management of the park;
- Ensure the Park is properly described and that its historical importance is well documented;
- Monitor and assess changes that occur in the Park

1.3 This original Strathaven Park Management Plan, developed in 2012, is a five year working document which should be reviewed annually, and in more detail every five years.

Eight management categories are identified

- A Welcoming Park
- A Safe and Secure Park
- A Clean and Well Maintained Park
- Sustainability and Biodiversity
- Conservation and Heritage
- Built Environment
- Community Involvement
- Marketing



George Allan Park

2.0. The Vision

2.1. South Lanarkshire Council's Vision Statement for the park:

To manage Strathaven Park as a popular urban community park by adapting its original Victorian design to meet the needs of the 21st Century. Recreation, sporting and educational activities as well as community events will integrate with the contribution the park can make to healthy lifestyles and a quality environment. South Lanarkshire Council will seek to achieve this through a wide range of communities and organisations working together so that visitors feel welcomed, safe and can enjoy the park and its attractions.

2.2.0. This vision is underpinned by the determination to:

- Ensure that the park is available, welcoming, safe and accessible for everyone who wants to visit;
- Continue to encourage the development of a range of different habitats;
- Continue to provide facilities for organised sport and events;
- Look after the buildings and planted areas;
- Develop the public's understanding of the parks heritage and biodiversity value;
- Do all of these in a sustainable manner and address the challenges that climate change may bring;
- Provide more information about the park and what is going on there.

3.0. Site description and character

3.1 Location

Strathaven Park is situated in the West side of Strathaven on the Glasgow Road A726
The grid reference is: 269988 644860

Area: 90,000M²

Perimeter: 2.17 km

Travel recommendations - if travelling by car from Glasgow follow the M74 south to Junction 8. Join the A71 and travel east following signs for Stonehouse and Kilmarnock for approximately eight miles. You will pass through Stonehouse where you continue on the A71 until you reach Strathaven.

Strathaven Park is accessible from the centre of Strathaven. Once in Strathaven come off the A71 turning right on to Main Street. Continue on to Lethame Road passing entrances to the park on your right. Continue on to Threestanes Road until you reach George Allan Place on your right. Follow George Allan Place until you come to the Car Park on your right.

If travelling by Public transport take the Train from Glasgow Central Low Level to Hamilton Central – Pick up the Henderson's No.13 Service to East Kilbride which travels through Strathaven.

Timetable:

http://www.spt.co.uk/wmslib/Bus/service13_jun10.pdf

Alight the bus at Strathaven Common Green and make your way North East onto Lethame Road, continue on this road crossing the intersection with Townhead Street. There are a number of park entrances to the right which will take you into the John Hastie section of the park.



Strathaven Park

3.2 History

Strathaven, meaning “Valley of the Avon” is a historic market town in South Lanarkshire and is the largest settlement in Avondale. The town is located on the edge of the valley of the Avon Water, around 6 miles from Hamilton, and 18.2 miles from Glasgow. The A71, which connects Edinburgh and Kilmarnock, passes through the town. The town was granted a Royal Charter in 1450, making the Town of Strathaven a Burgh of Barony. The town's principal industry was weaving in the 19th and early 20th centuries, however this declined when faced by competition from Glasgow. The industrial revolution bypassed the town as it had little to offer in the way of natural resources, and thus has grown into more a commuter settlement. However it retains its function as the main service centre for the surrounding area of Avondale. The current estimated population is around 8,000.

Strathaven Park is a beautifully peaceful area in the busy market town. It actually comprises two small Parks which are joined; the John Hastie Park which stretches from the town towards the bowling and putting greens and including two football pitches and tennis courts and The George Allan Park which has a boating pond, a miniature railway, that was laid out by the Strathaven Model Railway Society in 1949, and an ornate cast- iron bandstand installed in 1902.

John Hastie was a local grocer and in his will he left money to create the small park which bears his name as well as a museum for the people of Strathaven. George Allan was only 13 when he died and his father, the Reverend James Allan, gave a large amount to allow the building of a park to commemorate his son.

There are lots of open spaces and flower beds and the Powmillon burn flows on its way through the town to meet the River Avon.

The Park is a worthwhile place to visit, and through the summer you can enjoy boating on the pond, a railway journey and lots of fun on the putting green and plenty of space to relax and appreciate the open space. In every season of the year you can visit for a healthy walk along the riverside. Car parking is ample and is mainly concentrated at the north end of The George Allan Park and limited parking can be had off the main road opposite the Ballgreen Hall.

The Land belongs to South Lanarkshire Council.

3.3 Natural heritage

Strathaven Park, despite being in the heart of a busy market town, has a very natural feel to it. The topography of the park lends itself to ease of access with only the one slope from the car park in the north west side of the park down to the bandstand. Good views of the park can be found from this car park, taking in some of the natural features of the park, for example the Powmillon Burn which runs from the north east, through the west side of the park and into the town on the south east of the park. The Burn corridor also adds ecological value as well as aesthetic value to the park. Typical of an upland watercourse, the burn runs fast and clean with a gravel substrate which will support a wide variety of invertebrates and fish. Trees lining the burn also give habitat to invertebrate species and bird species. Small mammals and invertebrates can thrive in the rougher grassy areas of the park.

3.4. Design and features

Although no records can be found with regard to who designed the two parks which make up Strathaven Park, both parks have a traditional Victorian feel to their layouts. The George Allan park boasts built features such as the bandstand, boating pond and miniature railway. Avenues of trees define the path network. The John Hastie section brings a formal garden feel to the park with various beds, rockery and shrubberies containing annual and perennial plants. There are also extensive terrace gardens surrounding the old museum building that, along with the beds, bring fantastic colour to the park during the summer months.



Waterfall on Powmillon Burn George Allan Park.

The Park now contains the following features:

- Bandstand
- Boating Pond – full size boats and model boats
- Bowling Green
- Burn – Open running water
- Café – franchise
- Car Park x 2
- Children's Fun Area – dodgems and bouncy castle
- Children's Play Area
- Entrances No 11
- Football Pitch x 2 11 a side. These double to 4 x 7 a side pitches for younger aged football activity
- Grassland
- Herbaceous gardens
- Infrastructure - fencing, paths, bins, benches and signage
- Miniture Railway
- Former Museum Building – Currently subject to a takeover by the local football team
- Parkland Area – Amenity grass and individual trees

- Putting Green
- Rockery
- Shrubberies
- Tennis Court x 4
- Terraced Gardens
- Toddlers Play Area
- Toilets
- Works yard with vehicle and machinery stores and staff facilities



Bonfire Night in the Park

4.0 Legal framework and policy overview

The Park is managed by South Lanarkshire Council, Community and Enterprise Resources in partnership with South Lanarkshire Leisure and Culture Trust.

South Lanarkshire Council own the ground and undertake the day to day upkeep and maintenance of the park. South Lanarkshire Leisure and Culture Trust manages the facilities with in the park on a seasonal basis. These facilities are: boating pond; bowling green and operation (SLC manage all maintenance of green); football pitches; putting green; tennis courts. There are two franchise agreements in place within the park i.e. the café in the barrie shelter and the children's fun area.

The management of the Park reflects the overarching South Lanarkshire policies and strategies: Connect 2012-2017 The Council Plan; Stronger Together – South Lanarkshire Community Plan; South Lanarkshire Greenspace Strategy; South Lanarkshire Biodiversity Strategy; South Lanarkshire Access Strategy; South Lanarkshire Sustainability Strategy; South Lanarkshire Health and Safety Strategy.

http://www.southlanarkshire.gov.uk/downloads/file/6971/connect_council_plan_2012-2017

[Stronger together - South Lanarkshire Community Plan](#)

[Greenspace Draft Strategy 2010](#)

[South Lanarkshire Biodiversity Strategy](#)

[Sustainable Development Strategy](#)

http://www.southlanarkshire.gov.uk/downloads/file/534/public_park_management_rules

- 4.2. South Lanarkshire Management – SLC Chief Executive – SLC Community and Enterprise Resources Executive Director – SLC Head of Facilities, Fleet and Grounds Services - SLC Manager of Ground Services.
- 4.2.1 Staffing - South Lanarkshire Council has one fulltime operator and one seasonal operator. South Lanarkshire Leisure and Culture Trust has one full time park attendant and two seasonal attendants.
- 4.2.2 Funding - South Lanarkshire Council funds the day to day running of the park and revenue costs attached. Capital works/development is funded by South Lanarkshire Council in Partnership with external funding bodies, local community groups and South Lanarkshire Leisure Trust.



Gala Day in the Park

4.3. Performance standards and monitoring

4.3.1 Community and Enterprise Resources aspire to set the following standards for all their sites:

- Respond promptly, courteously and constructively to complaints, and requests for information and help.
- Promote and encourage the involvement of the community in the management of the Open Spaces.
- Provide opportunities for discussion and actively seek feedback on performance.
- Provide information to improve understanding of the Open Spaces through a programme of walks, talks, leaflets, newsletters and publicity displays.
- Display address and telephone numbers prominently and ensure staff are easily identifiable as employees of the South Lanarkshire Council.

4.3.2 To establish the success of this plan will require monitoring effectiveness, relating achievements to the overall management policies and providing information that will help with future proposals. However, it is important to have good baseline information at the outset so that changes may be gauged.

4.3.3 Key areas for monitoring in Strathaven Park are:

- Litter and cleansing requirements (including recycling, graffiti and vandalism)
- Horticultural features management
- Grass areas management
- Play areas
- Dog mess
- Water Courses – pond /burn
- Arboriculture maintenance
- Sports features maintenance
- Attendance at events and visitor numbers
- Condition of paths, buildings, signs, bins and toilets
- Community involvement in the management of Strathaven Park
- Ecological management (including water management, chemical reduction)
- Biodiversity (including habitat creation and recording of species)

4.3.4 The Park management will develop a monitoring programme establishing target indicators.

4.3.5 The Management Plan should be gauged for its effectiveness annually and reviewed on a 5-yearly basis.

5.0. Strategy for managing the park

This section of the plan addresses issues that could or should be undertaken to achieve the vision for the Park. Not all of these issues can be addressed at once, therefore priorities will need to be established; some will require additional resources; some will require the steer and support of other partners and the local community. This will be summarised at the end of each section to then help generate the five year action plan.



Entrance on Glasgow Road

Before implementation, any management prescription will need to be judged in relation to the following criteria:

- General public enjoyment of the Park

- Health and Safety
- Impact on the natural fabric of the Park
- Criminal or civil liability and risk to reputation
- Financial implications
- Impact on historic features
- Social inclusion
- Sustainability
- Impact on neighbours

This chapter is organised around the following topics:

- A Welcoming Park
- A Safe and Secure Park
- A Clean and Well Maintained Park
- Sustainability and Biodiversity
- Conservation and Heritage
- Built Environment
- Community Involvement
- Marketing

5.1. A welcoming park - to ensure that the overall impression for anyone approaching or entering the park is positive and inviting.



The old Glasgow Road Entrance

5.1.1 South Lanarkshire Council will continue offer free access to the Park 24 hours per day every day of the year, including Bank Holidays. “Access for All” is an objective that will be pursued.

5.1.2 There are 11 entrances in total to Strathaven Park: three entrances located on Glasgow

Road, two entrances located on Lethame Road, six entrances located on Threestanes Road, one of which is located from the main car park in the north section of the park. Another of the six on Threestanes Road is the main entrance to the park giving access to the main hub of the park i.e. pond, bowling, toddlers play area, children's fun area, equipment hire, café and toilets.

5.1.3 The following bus services pass near the park: Henderson's No.13 Service from Hamilton to East Kilbride which travels through Strathaven.

5.1.4 The relatively level topography and good network of footpaths makes it possible for those with mobility needs such as disabled people, parents with pushchairs and elderly people to move freely around the Park and have access to all the facilities.

5.1.5 Management objective summary - whilst the park is well equipped with numerous entrances spread throughout its geographical perimeter, it is felt more could be done to enhance the "welcoming" experience for the visitor. This is highlighted where there is a distinct lack of signage outside the park, guiding visitors to the park, in particular visitors to the town coming by car. The park has adequate signage inside the park but more could be done to inform visitors and heighten their experience. The inherent design of the Victorian infrastructure lacks consideration to disability discrimination.

5.2. A safe and secure park - to ensure that the park is a healthy, safe and secure place for all members of the community to use.

5.2.1 Multi-disciplined Park Keepers are employed, together with additional staff during the summer months. All members of staff are provided with recognisable uniforms and mobile phones to contact management and emergency services if required. There is always at least one Keeper on duty at any time during the day. They are responsible for undertaking all the maintenance activities as well as a range of other duties, including facility inspections, patrolling and advising visitors of the by-laws. Park Keepers receive First Aid training.

5.2.2 Park staff have no powers to enforce the by-laws. Further links need to be developed between the Park and the local Police team. Representatives of the Police team to formally meet with the park staff to exchange information.

5.2.3 The management and operation of the Park is undertaken in accordance with all current and future legislation regarding Health and Safety (H and S) at work.

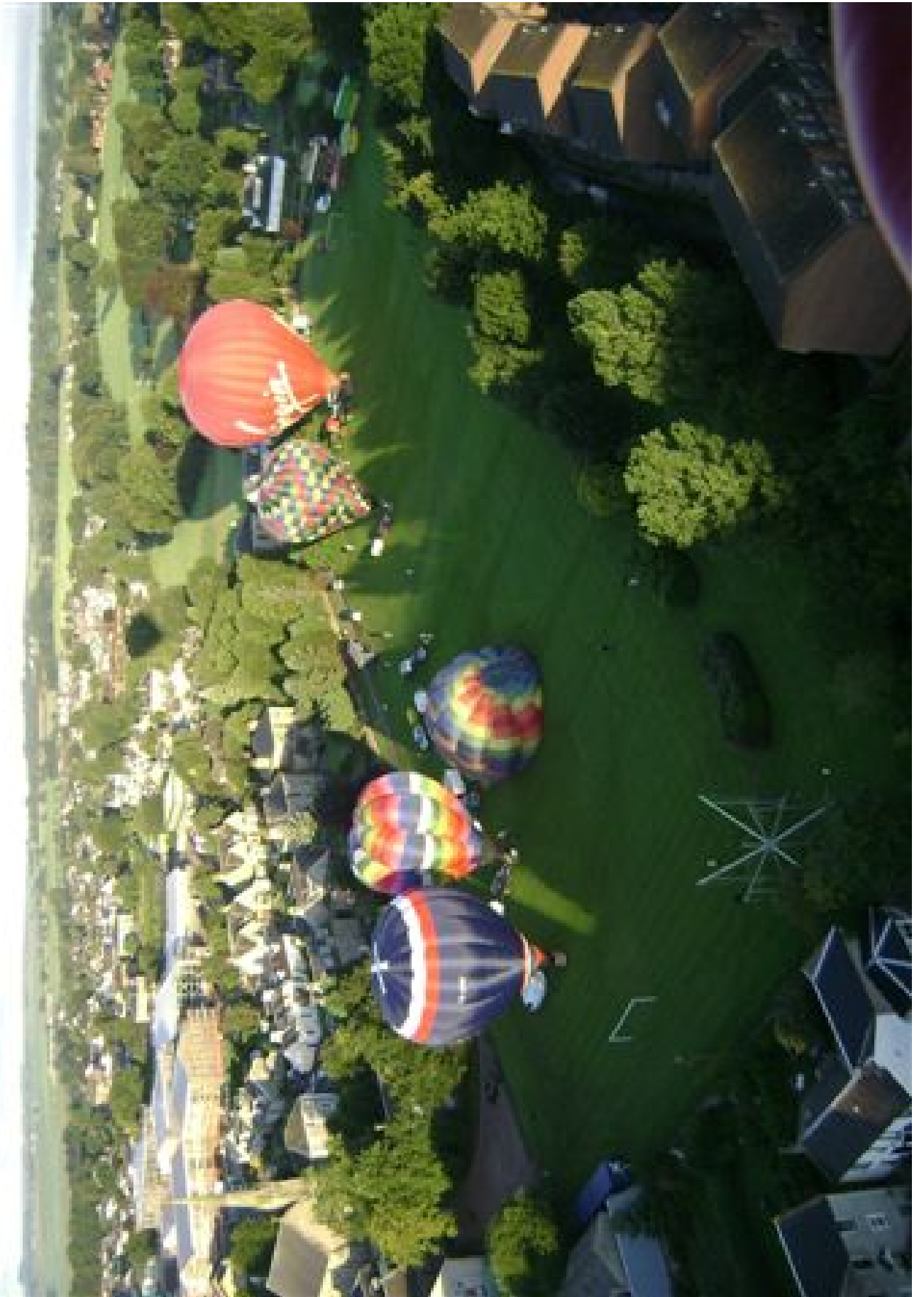
5.2.4 The management of H and S across the site relies upon numerous processes and procedures, including the following:

- Risk and Control of Substances Hazardous to Health (COSHH) assessments
- Safety training details of staff located on site
- Accident and near-miss reporting systems
- Safety inspections
- Fire procedures
- Staff provided with job specific health surveillance
- Testing of equipment for vibration related issues, compressing and lifting equipment
- PAT testing of electrical equipment

5.2.5 Inspections are carried out at frequent intervals to ensure that quality and safety standards are being achieved. Adjusting the level of resources to meet the level of demand is a constant requirement for the management team as they strive to improve efficiency and maintain quality of service delivery.

5.2.6 Health and safety is given a very high priority in all areas of Community and Enterprise Resources, and is formalised through the following 12 key indicators:

- 1) Organisation, Implementation and Communication: each Service must have a local Health and Safety Plan and Statement, and ensure that these are regularly updated, clearly communicated and understood by all staff.
- 2) Risk Management: each Service must have Risk Assessments and Safe Systems of Work (SSOW) in place that cover all activities, operations and premises and adhere to current legislation and Codes of Practice.
- 3) Training: all staff shall receive a thorough H and S induction followed by regular recorded and evaluated training determined by legislation, risk assessments and duties.
- 4) Volunteers, Contractors and Suppliers: each Service must have local arrangements to ensure that all third parties are working in accordance with H and S legislation.
- 5) Accident and Near Miss Reporting: each Service must have procedures to ensure the reporting, investigation and analysis of accidents, incidents and near misses in accordance with Council and Service Codes of Practice.
- 6) Corporate Support: each Service must have arrangements in place with SLC Corporate Resources and the central H and S Section to ensure central support, according to the schedules defined in the Open Spaces Health and Safety Policy.
- 7) Checklists, Inspections and Maintenance Records: each Service must ensure that all statutory tests and inspections are undertaken in accordance with current legislation and that infrastructure is regularly inspected according to an accurate asset inventory.
- 8) Policies: based on SLC Policy guidance, each Service shall define site specific policies (as applicable) on Water Safety, Tree Safety, Play Equipment, Vehicle Safety, Events and Lone Working.
- 9) First Aid: each Service must have appropriate first aid arrangements relating to training and provision according to current legislation and local risk assessments.
- 10) Emergency Action Plans: each Service must have plans and procedures to deal with emergencies and disasters.
- 11) Fire Safety: each Service must have appropriate fire safety equipment, training and procedures based on local fire risk assessments.
- 12) Monitoring and Review: each Service shall consider and review their local H and S Plan on an annual basis, advising Corporate Health and Safety section of any key issues arising from this process.



Strathaven International Balloon Festival

- 5.2.7. The safety of the public and staff is paramount. The Park management team have completed risk assessments, which are periodically updated. Qualified personnel carry out safety audits and inspections at regular intervals. For example, twice a year an audit is carried out on the play equipment by Royal Society for the Prevention of Accidents (RoSPA.) All equipment adheres to the appropriate safety standard. Staff are also trained in the maintenance of the boating pond.
- 5.2.8 Unauthorised vehicles are prohibited in Strathaven Park. There are a number of signs at the entrances, advising of the restrictions, and also warning of the speed restriction (5 mph) for authorised vehicles.
- 5.2.9. Management Objective Summary - the Park offers visitors a safe and secure experience when visiting, in particular during the summer season at peak times. Anti social behaviour is minimal and occurs at times when visitor numbers are minimal. There is a need to maintain this standard to ensure people continue to visit the park and feel safe and secure in doing so.

5.3. A clean and well maintained park - to ensure that there are the highest standards of maintenance and litter collection at all times.

- 5.3.1 Shrub beds, ornamental plantings and hedges. These are a very important part of special amenity value of Strathaven Park and will be perpetuated, renewed and enhanced with attention to maintenance and quality. The hedges provide an important habitat for nesting birds.
- 5.3.2 The Park is maintained by directly employed staff. From time to time volunteers/local groups may be involved with maintenance tasks under the supervision of employed staff.
- 5.3.3 Recreational space. The sense of space created by the vast area and shape of the park is vital to the openness of the Park. The high intensity of use in Strathaven Park means that a strong commitment to regular maintenance is essential. The areas are predominantly used for passive, quiet recreation and enjoyment such as sitting out, picnicking and playing games with children.
- 5.3.4 Every year, local schools use Strathaven Park as a facility for games, sports days, recreation and education. This is actively encouraged by the management as it is a playing field asset that some local may schools lack.
- 5.3.5 The large open aspect of the Park will be maintained. And this will enable visitors to gain access to an informal area for picnics etc., and will allow the continuation of Strathaven Park Gala Day, Strathaven International Balloon Festival and other organised events.
- 5.3.6 These areas are mowed at regular intervals (at least once a week according to season and ground conditions) to maintain the grass as closely cropped. They are over-seeded in April with a suitably resilient sport seed containing rye grasses. The ground is aerated during the autumn, winter, spring period. Also, there are fertiliser programmes introducing a spring/summer feed (applied in April) and an autumn/winter feed (applied in October). This maintenance programme will reduce compaction, ensure a healthy sward, and repair any damaged areas.
- 5.3.7 Bowling Green, Putting Green and Football Pitches. These “all grass” facilities require skilled and extensive maintenance, including various mowing regimes, renovation works in winter, repairs during the summer and aeration. The high maintenance of these facilities reflect the high usage. Last year there were: 5091 bowling games played; 2942 rounds of putting played; and 125 football games played. This type of work requires highly trained personnel.

These facilities are open all season, but will be closed for short periods if weather or renovation works are not conducive to playing.

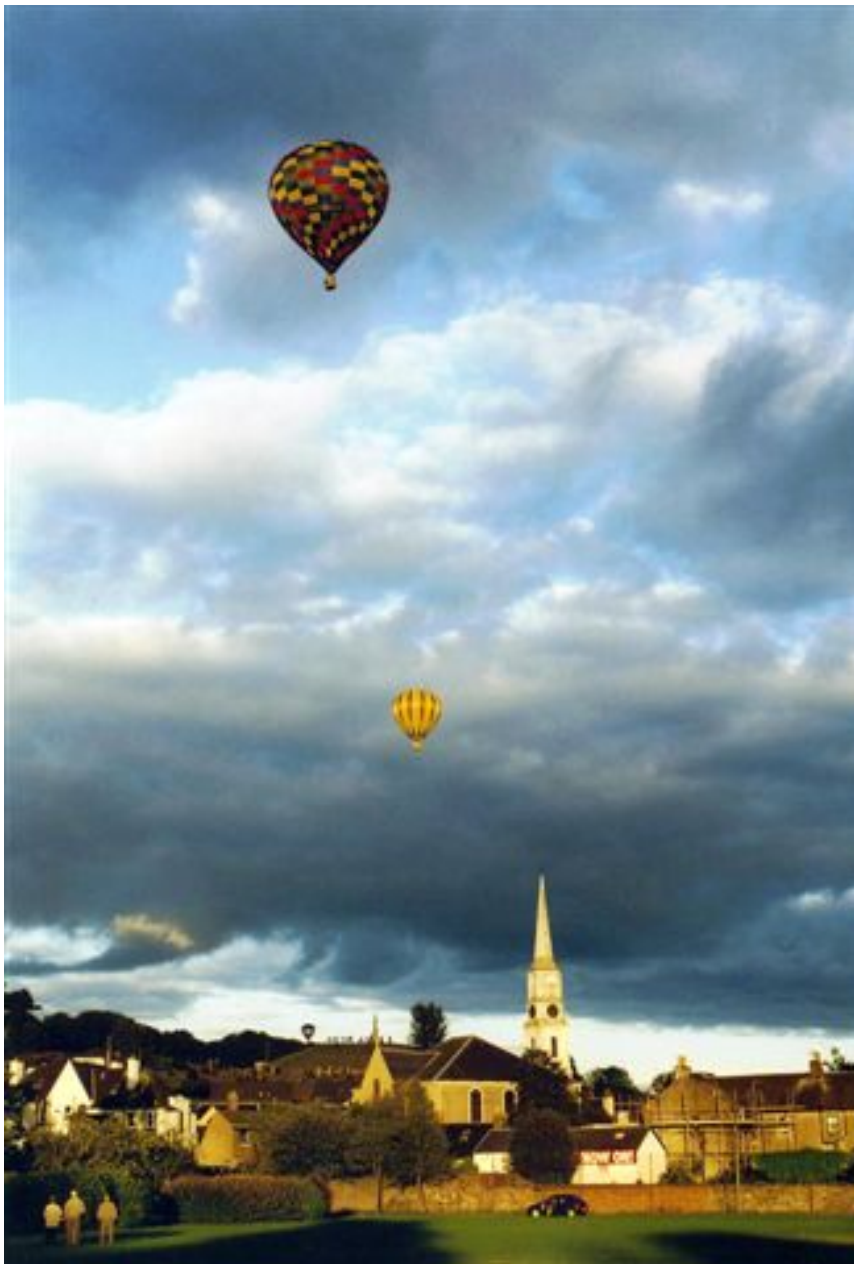
- 5.3.8 The use of pesticides within these facilities is strictly controlled but necessary to allow continuous provision of both high quality facilities. The general public use the facilities regularly throughout the season. Whilst other cultural practices assist with pest and disease control, there are currently no “non-chemical” methods available that would permit creation of sward to the quality levels required, without significantly more staff time being devoted to this issue.
- 5.3.9 The selection and application of all pesticides is carried out by qualified and experienced staff. The most appropriate materials are applied and the quantities used are the minimum needed to be effective. The benefits are both environmental and financial.



Bowling Green John Hastie Park

- 5.3.10 The application of fertilisers is also carefully considered to ensure that the lowest applications are made to ensure the required cultural results, while minimising the risk of run-off to surrounding areas.
- 5.3.11 The playgrounds are up there with the most popular facilities in Strathaven Park. There are two playgrounds within the park. One caters for toddlers which can be found close to the main hub of the park and has recently been upgraded with funds from the Adam's Community Trust. The other playground can be found in the northern upper section of the park beyond the bandstand. This one caters for older children that can play unsupervised. The management policy is to ensure that the high standards are maintained. There are specific personnel allocated to the playground and they are trained in playground inspection and maintenance. All playground equipment is inspected daily by trained personnel and a weekly written report is submitted to the Park Manager highlighting any problems. A twice yearly inspection by an outside body (e.g. RoSPA) is also carried out. All equipment adheres to the appropriate safety standards. Given the popularity of this facility some parts of the upper playground are in need of refurbishment.

- 5.3.12 The park attendants are also trained in the maintenance of the boating pond when it is open between May and September. Comprehensive monitoring takes place to ensure that the water quality and energy used is minimised.
- 5.3.13. Dogs - the by-laws set out the responsibilities of owners for the behaviour and control of dogs. Dogs are required to be kept on a lead at all times while in the Park. The Park management encourages responsible dog ownership. There are no dog free areas within the park.
- 5.3.14 Litter and waste management - the park is equipped with dual purpose litter and dog waste bins. The bins are regularly monitored and frequently emptied. Litter/waste is stored and removed from the park on a daily basis then passed to South Lanarkshire Council's recycling services. There are a few incidences of graffiti and littering but the presence of uniformed Park staff helps to deter this form of anti-social behaviour.



Strathaven Balloon Festival

- 5.3.15 Tennis courts - there are four red blaze surfaced tennis courts in Strathaven Park. Last year there were 648 games of tennis played. The playing surfaces are inspected daily to ensure that they are maintained in a good condition. Should they be affected by weather conditions (e.g. frost or snow) the courts are not opened to the public. A regular cleaning programme has been introduced. A refurbishment programme is being pursued by the Strathaven Lawn Tennis Club in partnership with South Lanarkshire Council. This should see the new provision of 2 match tennis courts, 1 recreation court, a floodlight system and replacement perimeter fencing.
- 5.3.16 Garden areas and lawns - The shrubbery areas contain a variety of evergreen and deciduous shrubs. The lawns are close mown and contain ornamental grasses. They are regularly aerated and applied with a spring/summer and autumn/winter feed. They are over-seeded in autumn.
- 5.3.17 Flower beds - the flower garden has traditional flower beds that receive summer and winter flowering plants, interspersed with dot plants. It is intended that all the seasonal bedding will be consolidated in this part of the park to maximise its impact.
- 5.3.18 General tree cover - the Park is characterised by avenues and specimen trees and is a very important feature. At this time there is not a record of status, species or position of any of the tree cover and it is our intention now to inspect and provide a report detailing species, canopy height and spread, root spread and estimated future life expectancy of all trees within the park boundaries this report will include management prescriptions based on the condition of the trees and a location plan indicating the position of the trees inspected.
- 5.3.19 All essential identified arboricultural works will be completed within an appropriate timescale based on urgency and in accordance with the recommendations within B.S.3998 "Recommendations for tree work" 2010. All work will be undertaken by our own South Lanarkshire Council trained personnel.
- 5.3.20 Path and road infrastructure - the overall policy is to maintain all paths, roads and hard surfacing to a high standard with an appropriate surface finish that enhances their visual presentation. The surfaces will be regularly inspected to ensure they are in a good condition and do not offer a trip or slip hazard. The visually pleasing aspect must be balanced with the need to provide durable and easily cleaned surfaces. The management policy will be to maintain a high standard of presentation for all hard surfaces through a regular planned programme.
- 5.3.21 Boundaries and gateways - the park has a number of boundary fences and walls with seven public access gates giving access from the town. Further fences separate the toddler playground from the Pond, enclose the children's play area. Other peripheral fences through the park line paths and hug hedge contours. An ongoing programme of refurbishment and maintenance is required to all railings and gates to ensure a high standard of presentation.



Gala Fun

5.3.22 Parkland furniture - South Lanarkshire Council provide seating so that visitor enjoyment is enhanced. The design and quality is to be to a high standard, reflecting the Park's importance, and the style is to be co-ordinated with, and sympathetic to, Strathaven Park's landscape. All seats are inspected regularly to identify damage, wear and tear, vandalism or graffiti at an early stage, and to sufficiently high standards. All repairs, graffiti removal, etc. will be carried out immediately. A winter programme of restoration, painting, varnishing etc., has been adopted for each individual bin and bench.

5.3.23 Car parks - South Lanarkshire Council provides free parking to visitors at two locations. There is parking off Glasgow Road opposite the Library. This is close to the main hub of the park. The other is on the north side of Threestanes Road. Both facilities are inspected regularly.

5.3.24 Management objective summary - There is a need to continue the high standard of maintenance to ensure visitors enjoy fully their experience in the park. With ever changing legislation, visitor demand and financial constraints this maintenance and management must be reviewed regularly. Management recognise that demand from 50,000 visitors per annum put pressures on the park that can be to the detriment of the park. With the aspiration to increase usage and heighten enjoyment of visitor's experience of the park management and maintenance has to adapt accordingly.

5.4 Sustainability - to ensure that the methods used in maintaining the park and its facilities are environmentally sound, are based upon best practice and aim to increase the biodiversity of the park.

5.4.1 South Lanarkshire Council launched its second Biodiversity Action Plan in 2011. There is a well established partnership between the council, statutory bodies and representatives of the community. It is a vital aspect of this Plan to integrate the ethos and prescriptions through all land management of the Council.

5.4.2 South Lanarkshire Council will continually strive towards the highest standards of environmental sustainability in its management of the Park.

5.4.3 Strathaven Park significantly contributes to local biodiversity through the number of different habitats within the park. The Powmillon Burn runs the length of the park and supports bird species such as nesting dippers which indicate a clean healthy water course. Pockets and avenues of trees support a vast range of invertebrate species and associated bird species. The pond also serves duck species and amphibian species.



The meeting of the Burns

- 5.4.4 Energy consumption will be minimised, waste will be reduced through recycling, and composting and shredding of organic waste will be practised wherever possible. All tree planting in the Park will benefit from a mulch of shredded bark, and green waste is recycled as part of South Lanarkshire Council's composting scheme.
- 5.4.5 The Park management seeks to maintain the sites well loved appearance. In doing so, however, every effort is made to protect the environment and to promote environmental awareness. It is important to note that in the future the effect of climate change may dictate the style and types of plant material used.
- 5.4.6 Intense use of the amenity grass areas means that provision of appropriate irrigation, nutrition, aeration and repair of wear and tear will be part of the management policy
- 5.4.7 A policy of reducing pesticide use within Strathaven Park will be introduced. The only permitted exception to this policy is the maintenance of the bowling green and putting course, for which the use of pesticides is necessary. Alternative control methods, such as mechanical control of weeds, have been introduced. This policy will be reviewed annually.
- 5.4.8 Top dressings used in Strathaven Park are not peat based. The intended purpose of the dressings is to improve soil texture and fertility; as such, peat is not considered to be the best material.
- 5.4.9 All bedding plants and other pot grown plants are supplied grown in a peat free medium.
- 5.4.10 Choice of subsequent top dressings must take into account environmental sustainability of resources, and materials such as leaf mould or mushroom compost will be used where appropriate and available.
- 5.4.11 To increase biodiversity, natural habitats will be augmented with bat boxes, bird boxes, bug boxes, hedgehog domes and other artificial habitats.



George Allan Park

5.4.12 Management objective summary - Currently there is very little information on the natural heritage of the park. What can be said is that there are indicator species present within the park to suggest that the environs and habitats are healthy, for example dipper and trout present in the burn imply that there is a food chain to support their presence. More could be undertaken to record and enhance habitats and species. This area of work could involve the local community.

5.5 Conservation and heritage - to protect, conserve and where appropriate enhance the historic aspects of the park and to take account of distinctive histories of its component parts.

5.5.1 Strathaven Park is essentially a fine example of a well loved, popular, urban, community park. The overall aim of South Lanarkshire Council is to conserve and maintain the Park in keeping with this ethos, while recognising the value placed on this resource by the local community.

5.5.2 Model Railway - George Allan Park contains a large miniature railway which was laid out in 1949. The Strathaven Model Society formed in 1974 and members of the society took over running of the railway and since then the train has carried thousands of passengers. New track layouts have been built as well as new carriages and locomotives. The railway is recognised as a major attraction in Lanarkshire, bringing visitors to the park and the local area. This is now managed by volunteers and from the local model club and on summer weekends they run train trips for children, all in aid of club funds.

5.5.3 Boating pond - typical of Victorian Parks, Strathaven Park has a formal boating pond. The pond is 1816M² of open water with a small island to the north end. It is available for small boats/pedalos for hire in the summer months. Last year there were 2942 boat hires. The pond is used also for model boating.

5.5.4 John Hastie Museum - John Hastie Museum in Strathaven, now closed was small, but highly valued, local history museum on the edge of picturesque Strathaven Park. Founded originally in 1889 by local grocer, John Hastie, to benefit the people of the town, the Museum told the story of local life and industry, with displays featuring the Covenanters and textile weaving, as well as changing temporary exhibitions. Due to changes in priority the museum stock is housed elsewhere within the SL Leisure and Culture Trust Estate

- 5.5.5 Bandstand - Late 19th century octagonal bandstand on a stugged ashlar base with concrete platform; simple cast-iron columns with decorative angle brackets support projecting raised octagonal roof. Roof has wooden valance and decorative iron cresting above centrally placed on each face. Central finial supported by curved decorative cast-iron brackets. Felt roof.



The Bandstand, George Allan Park

- 5.5.6 Management objective summary - Financial constraints limit the intervention to upgrade the Victorian infrastructure within the park. South Lanarkshire will however, where practicable will improve on building structures when funding does become available. The museum building has been unused for a number of years now and therefore not heated etc. and this could be a threat to the integrity of the building.

5.6 The built environment - to provide buildings that that are fit for purpose and aesthetically pleasing, enhancing examples of good architecture and seeking to reduce the impact of those that are functional, but detract from the quality of the Park.

- 5.6.1 The management policy is to maintain all buildings and structures to a high standard. Any new buildings must be sympathetic to the overall ambience of the Park.
- 5.6.2 Responsibility for the inspection and maintenance of buildings and structures within the Park rests with the Park Manager. Buildings include: Pavilion, Toilets Barrie Shelter, Boating Shed, Model Railway Shed, Former Museum Building and Maintenance Yard.
- 5.6.3 Provision will be made within annual revenue budget to carry out routine ongoing repairs and maintenance upgrading or renovation work. This will be carried out on a rolling programme basis and prioritised on an annual cycle.
- 5.6.4 Minor repairs will be identified through formal and informal daily inspections of the Park by a variety of personnel including Strathaven Park Manager, Ground Services Officer. Etc.
- 5.6.5 All incidents/occurrences of major repair or maintenance within the Park will form part of the planned maintenance programme and as such will be scheduled to create the least possible disturbance to users and the habitat and wildlife of the Park.
- 5.6.6 Management objective summary - The built structures within the park are subject to different pressures affecting their suitability for purpose. The stability of the burn wall banking has been compromised due to flooding of the burn. This in turn results in more material coming down the burn which can create blockages and exasperate flooding. The bandstand, due to its age requires constant monitoring and repairs. Other facilities within the park require

upgrading to bring to a more modern and robust standard to with stand the increased usage. Monitoring and repair work for all structures with in the park is essential to maintain safety levels.

5.7 Community involvement - to recognise the need to be as inclusive as possible, increasing the Park's availability to and diversity of users and to develop its potential for education and interpretation.



All Aboard! The Model Railway

- 5.7.1 South Lanarkshire Council strongly believes in consultation with park users, local residents, the local authority, district forums and other interested parties and individuals. This is achieved by local management attending regular meetings and undertaking consultation surveys in order to engage the community in activities and events and inform the community of short term plans and long term objectives.
- 5.7.2 There is a strong sense of community within the Strathaven area, with almost a village atmosphere. This is reflected in the activities of the Strathaven in Bloom Group, The Lawn Tennis Club, The Avondale Civic Society, The Adam's Community Trust and other interested groups. Examples of good working partnerships between the Council and local groups; Refurbishment of the toddlers Play area was funded by the Adam's Community Trust; replacement railings depicting Strathaven heritage installed through funding from Avondale Civic Trust; Beds with in the John Hastie section are managed by Strathaven in Bloom Group; The Adam's Community Trust are in the process of seeking funding to upgrade the senior play area and to fence the toddler's play area.
- 5.7.3 There is a need to attract groups of people currently under-represented. South Lanarkshire Council aims to be as inclusive as possible and pursue initiatives that will increase the Park's availability and diversity of users.
- 5.7.4 It will also be helpful to review the process by which information relating to the Park and its management is disseminated to the public.
- 5.7.5 GreenSpace Scotland is now the nation's leading network of information and assistance for the improvement of all parks and green spaces, with a membership of most local authorities in the country, a network of community groups involved with green space. Strathaven Park Management will use this expertise to continue the improvements park management
- 5.7.6 The value of Strathaven Park as an educational resource cannot be overstated. From sports facilities to nature studies, the Park and its staff offer an opportunity for organised study and

recreation. Children from local schools and the Scout Group carry out annual litter picks could be involved with future tree planting, nature walks and talks.

- 5.7.7 There are good links between local schools and Strathaven Park. Visits to local schools and nurseries by Park staff and SLC Ranger Service will be explored. These enable Park Management to promote the local environment and encourage visitors and school groups to consider similar environmental awareness in their own homes, gardens and workplaces. This transfer of information will encourage a respect for and interest in the Park and stimulate a feeling of "ownership". It also increases staff morale.
- 5.7.8 In pursuing the educational aims of the park, the manager and staff should consult with local schools to establish their national curriculum, vocational, sporting and other requirements.
- 5.7.9 The Council wish to develop and support local education initiatives, and will support local residents whenever they wish to run such events/sessions.
- 5.7.10 A wide-ranging series of different events and entertainment runs throughout the year. From the International Balloon Festival to Strathaven Gala Day to educational events for local schools. This variety ensures that the Park attracts visitors from all sectors of the community.
- 5.7.11 Management objective summary - Strathaven Park attracts approximately 50,000 visitors on an annual basis with a big percentage of this coming for organised community events, for example the International Balloon Festival, Bon Fire Night, Strathaven Gala Day. These events are organised primarily by groups within the community in partnership with the Council and demonstrates the level of community involvement currently associated with the park. The success of the park at a local level relies on the involvement of the community for example upgrading of play areas and tennis courts are dependant on the community bringing in funding to implement these upgrades. This community involvement could be more efficiently coordinated through the formation of a "Friends Group." More work on the evaluation of the park from users and user aspirations could be undertaken to help progress management beyond the 5 year action plan.

5.8 Marketing - to ensure the provision of good information and promotion of the park as a community resource.

- 5.8.1 South Lanarkshire Council recognises that the successful marketing of Strathaven Park is essential to promote the park and what happens in it and to ensure a level of local interest in order to continue the sustainable management of the park.
- 5.8.2 The marketing of Strathaven Park could be achieved through a number of different mediums:

South Lanarkshire Council website
Strathaven Park App
Events Leaflet
School visits
Customer feedback

Strathaven Park leaflet
Strathaven Park newsletter
Green Flag Award
Sports programmes
Trained staff

- 5.8.3 A number of elements require better interpretation. There is the opportunity for a co-ordinated plan for improvement, considering:
History; Natural environment; Topography, geology; Flora and fauna; Park buildings; Sporting facilities.



The Strathaven International Balloon Festival

- 5.8.4 General knowledge about the Park: its opening hours; facilities (inc. booking and charges); how to get there; provision for disabled people, etc)

This information should be available outside the Park as well as inside, e.g.

Website; Schools; Libraries and tourist information; Leaflets; Welcome boards at entrances; Visitor Centre and café.

- 5.8.5 Management objective summary - There is a need to market the park efficiently to maintain a high visitor usage and in particular to attract young people to appreciate and use the park responsibly. There is also a need to ensure the sustainability of a “friends” group in order to continue to effectively manage the park. Using modern media to market the park could be more efficient and also help to get the message of the park to younger people. Information about the park within the park can help to highlight the good work going on, new developments coming to the park and also highlight events happening in the park.

6.0. Five year management action plan

A five year programme of action for improvement has been generated from the summarised Management Objectives with in the Strategy for Managing the Park. These prescriptions are laid out below in themes.

Strathaven Park Five Year Action Plan

WP Welcoming Place SS Safe and Secure WM Well Maintained S Sustainability CH Conservation and Heritage BE Built Environment CI Community Involvement MP Marketing and Publicity		Year 1 - 2012/13 Year 2 - 2013/14 Year 3 - 2014/15 Year 4 - 2015/16 Year 5 - 2016/17				
Themed Ref.	Description of prescription/project to be undertaken	Proposed Project Year				
		1	2	3	4	5
WP	Liaise with Roads and Strathaven Town Group to progress with external signage giving guidance to the park from the town.		X			
WP	Install new notice board.		X			
WP	Continue ensure that signage is maintained and information is kept up to date.	X	X	X	X	X
WP	Undertake an Access Audit following the guidance set out in the Disability Discrimination Acts.			X		
SS	Continue to develop the partnership with the local community groups and local Police Service.	X	X	X	X	X
WM	Undertake full review of Grounds Maintenance Services and develop a monitoring programme establishing target indicators.	X	X			
WM	Implement best practice to ensure that the park is maintained to the highest standards in line with current council policies.		X	X	X	X
WM	Undertake full survey of park infrastructure: walls; paths; roadways; and gates.		X			
WM	Compile action plan to be implemented in subsequent years.			X	X	X
WM	Undertake audit of perimeter fencing. Undertake renovation work resulting from the audit from capital investment budget.	X	X			
WM	Install new Benches and Bins	X				
S	Undertake full audit of tree species.	X				
S	Remove any dangerous trees and initiate replacement planting programme.		X	X	X	X
S	Initiate a programme of natural history surveys- Habitats &		X	X	X	X

	Species.					
S	Identify and develop wild flower site.	X	X			
S	Install nesting boxes/roosts for wildlife		X			
S	Introduce Ranger led events programme based on the park's natural history. 4 events per annum.		X	X	X	X
CH	Continue to liaise with Local Community Groups and SL Leisure & Culture Trust to seek use for former museum building.	X	X			
BE	Work in partnership with Strathaven Lawn Tennis Club to provide advice and assist with external bid to refurbish existing tennis courts from Red Blaes to Bitmac surface	X	X			
BE	Undertake full survey of Powmillon Burn Walls and Bridges.	X				
BE	Undertake the necessary repairs to the burn walls and ensure there are no blockages within the burn and the bridges remain safe for users of the park.	X	X			
BE	Undertake structural survey of Bandstand and carry out any necessary repairs		X			
BE	Work in partnership with local community group, Adams Community Trust, seek external funding to upgrade senior play area.		X	X		
CI	Contact and meet up with representatives of community groups with interest in the park.	X				
CI	Arrange formal meeting with all community groups with interest and representatives from South Lanarkshire Council and South Lanarkshire Leisure & Culture Trust.	X				
CI	Agree management plan in principle with community groups and make any amendments required to reflect community aspirations.	X				
CI	Form a "Friends Group" and Constitute Friends of Strathaven Park		X			
CI	Meet four times per year to progress development of park and continue to develop group.		X	X	X	X
CI	Undertake user survey of both local users and visitors from further afield.			X		
M	Collate information to develop Strathaven Park website			X		
M	Initiate Strathaven Park Newsletter (biannual)		X			



The Strathaven Gala Day - The Bandstand, George Allan Park

Some photographs provided courtesy of Bob Wellcoat and Laurie Jackson

Appendix 1
Health and Safety

- a. Health and Safety Policy
- b. Guidance for Outdoor Working



South Lanarkshire Council

Health and Safety Policy

- 1. Introduction
 - ◆ Health and Safety Management System
 - ◆ Health and Safety Policy
- 2. Statement of Health and Safety Policy
- 3. Organisation
 - ◆ Chief Executive
 - ◆ Executive Directors/Heads of Service
 - ◆ Managers/Supervisors
 - ◆ All employees
 - ◆ Corporate Health and Safety Team
 - ◆ Trade Unions
- 4. Planning
 - ◆ Health and Safety Management System
- 5. Measuring Performance
- 6. Auditing and Reviewing Performance

1. Introduction

1.1 Health and Safety Management System

South Lanarkshire Council is committed to promoting a healthy and safe working environment supported by a positive health and safety culture which protects employees, service users and partner agencies.

This commitment is demonstrated by the development of a robust Health and Safety Management System (HSMS), designed to support all levels of management and employees in the delivery of a high standard of health and safety.

The HSMS provides:-

- ◆ A clear Council policy on the management of health and safety
- ◆ A comprehensive guidance on the range of health and safety issues and legislation relevant to the operation of the Council
- ◆ The provision of procedures to aid compliance with health and safety standards

1.2 Health and Safety Policy

The Health and Safety Policy is produced to:

- ◆ Support the achievement of the Corporate Health and Safety Strategy
- ◆ To help achieve the priorities within the Council Plan
- ◆ Promote legal compliance by outlining the Council's duties
- ◆ Provide clarity in roles and responsibilities
- ◆ Contribute to a positive health and safety culture
- ◆ Provide a safe and healthy working environment

The Policy exists within HSMS and sets out the general statement of policy, organisation, arrangements, measurements, and review of HSMS and the performance of the Council.

Each Resource must develop local business plans and structures to achieve their responsibilities as required by the Policy.

2. Statement of Health and Safety Policy

South Lanarkshire Council will take all reasonable steps to ensure the health, safety and welfare of all its employees, and all persons likely to be affected by its operations.

The Council recognises that Health and Safety is a management responsibility of equal importance to other management functions. The Corporate Health and Safety Strategy and HSMS are designed to achieve a holistic approach, throughout the Council, to health and safety management to ensure effective control.

The Council is committed to a culture in which health and safety is considered by all employees. Improvements in awareness, communication, monitoring and review of performance will enhance this position.

The Council recognises that its employees are its primary asset. To that end the Council will, so far as is reasonably practicable undertake its activities in accordance with the requirements of Section 2 (2) of the Health and Safety at Work Act 1974, and in particular, the provision and maintenance of:-

- ◆ Plant, equipment and systems of work that are safe, properly maintained, and supervised
- ◆ Safe arrangements for the use, handling, storage, transport and disposal of articles and substances
- ◆ Information, instruction, training and supervision necessary to enable employees to undertake their work safely
- ◆ A safer place of work and a safe means of access and egress to and from it
- ◆ A healthy environment with adequate welfare facilities

The Council acknowledges and accepts responsibility for persons who are not employees but may be affected by its activities as required by Section 3 of the Health and Safety at Work Act 1974.

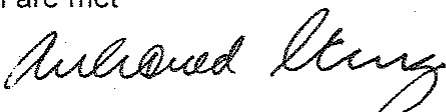
It is also recognised that every contractor and sub-contractor selected to undertake work on behalf of the Council has a duty to comply with all current health and safety legislation, and meet recognised professional and Council health and safety standards.

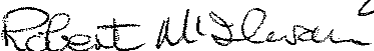
The Council recognises the valuable input employees and Trade Unions have to effective health and safety management. The Council will ensure that effective communication and consultation arrangements are in place.

The Council requires all employees to comply with the Policy, and sections 7 and 8 of the Health and Safety at Work Act 1974.

Every employee will:-

- ◆ Take reasonable care for their own health and safety and anyone else who may be affected
- ◆ Co-operate with management in order to ensure the statutory duties of the Council are met

Signature:  Chief Executive

Signature:  Executive Director
(Corporate Resources)

Date: 1 June 2011

3. Organisation

Key responsibilities are detailed below to ensure that the Occupational Health and Safety Management System is effective. Although not exhaustive, responsibility is assigned for fundamental health and safety related activities.

3.1 Health and Safety Responsibilities

3.1.1 Chief Executive

The Chief Executive has responsibility for ensuring the health, safety and welfare at work of all Council employees. This is achieved by:

- ◆ Detailing the organisation in the Council through which the Health and Safety Policy and HSMS will be implemented and delegating the responsibility for implementation within Resources to their Executive Directors
- ◆ Ensuring that adequate resources are made available to enable the Health and Safety Policy and HSMS to be implemented
- ◆ Ensuring that health and safety is an integral part of the overall management culture and the development of a positive attitude towards health and safety by demonstrating a commitment to achieving a high standard of health and safety performance
- ◆ Appointing competent persons to assist the Council to apply the provisions of health and safety legislation
- ◆ Ensuring the establishment and maintenance of health and safety arrangements within Resources, which will ensure the assessment of risks and the effective planning, organisation, control, monitoring and review of the preventative and protective measures necessary to control risks
- ◆ Preparing an annual report on the health and safety performance of the Council

3.1.2 Executive Directors and Heads of Service

Executive Directors and Heads of Service have collective and individual responsibilities to employees and to others in providing health and safety leadership within South Lanarkshire Council. In addition, at Resource level, they are responsible for ensuring the health, safety and welfare at work of all employees in their respective Resource.

In particular Executive Directors must:-

- ◆ Set out the organisation within their Resource through which the Health and Safety Policy and Occupational Health and Safety Management System will be implemented
- ◆ Set out arrangements which detail how their responsibilities will be met
- ◆ Champion Health and Safety and ensure that it is considered and integrated into all management processes and decisions
- ◆ Ensure that adequate resources are made available to enable the effective implementation of the health and safety management system
- ◆ Ensure that all employees receive relevant information, instruction, training and supervision necessary to enable employees to undertake their work safely

- ◆ Appoint a Resource Health and Safety Lead Officer with the authority to implement Health and Safety within the Resource
- ◆ Visibly demonstrate commitment to achieving a high standard of health and safety performance within their Resource and develop a positive attitude to health and safety among employees
- ◆ Make arrangements to ensure ongoing development and implementation of a risk assessment strategy that meets the requirements of health and safety legislation as it relates to their Resource activities
- ◆ Make arrangements for the planning, organising, implementing, controlling, monitoring and reviewing of the health and safety arrangements
- ◆ Make arrangements for a Resource health and safety liaison and consultation structure to facilitate joint employee/employer participation and collaboration on health and safety matters in all areas
- ◆ Prepare an annual report evaluating the health and safety performance of their Resource

3.1.3 **Managers/Supervisors**

All personnel who line manage the performance of other employees are appointed by the Executive Director to assume the under noted general responsibilities in their areas of control:

- ◆ The implementation of HSMS to ensure the assessment of risk and the effective planning, organisation, implementation, control, monitoring and review of the measures necessary to manage the level of risk and ensure that all relevant statutory requirements are met
- ◆ Developing, monitoring and reviewing of health and safety arrangements within their areas of control and ensuring that all relevant statutory requirements are met
- ◆ Detailing the organisation in his/her area of control through which the health and safety arrangements will be implemented
- ◆ Ensuring that health and safety is fully considered in all the work activities under their control with risk assessments undertaken and the identified control measures in place prior to work commencing
- ◆ Advising their Head of Service of the resources required to comply with current legislative requirements and meet current standards of new policies etc
- ◆ Ensuring that all employees and trainees in their area of control are provided with sufficient information, instruction, training and supervision by competent persons
- ◆ Providing plant, machinery and equipment that is suitable, safe and adequately maintained, with records kept of such maintenance
- ◆ Ensuring that prompt and appropriate action is taken to remedy any defects and/or deficiencies reported to them or their employees. In particular establishing arrangements to ensure any defective item is withdrawn from use and repaired or replaced, as appropriate

- ◆ Encouraging the participation of employees and their representatives through consultation and communication in the development and implementation of any arrangements for promoting health and safety
- ◆ Ensuring that safe operating procedures, instructions, codes of practice etc. are drawn up, issued and observed by all employees and trainees. Reviewing and examining safety procedures in order to ensure that they remain workable and understood by all
- ◆ Ensuring that workplaces and the working environment under their control are safe, without risk to health, have sufficient employee facilities and are regularly inspected, with results documented, to ensure that safe conditions are maintained
- ◆ Ensuring all workplace inspections are carried out and recorded as required by HSMS
- ◆ Ensuring all near misses, incidents and accidents to persons under their control are recorded, reported and investigated in accordance with the HSMS
- ◆ Implementing , leading and participating in the communication framework within the Resource
- ◆ Responding to any health and safety issues in a timescale appropriate to the level of risk and HSMS
- ◆ Making certain that health and safety provision is considered at the planning and tendering stages with regard to delivery of new services, purchase of new equipment and expansion of new work activities
- ◆ Supervising the behaviour and work activities of employees and trainees to ensure compliance with prescribed systems of work
- ◆ Ensuring that protective clothing and equipment issued to employees is not charged for and that suitable and sufficient arrangements are in place to achieve adequate safety standards

3.1.4 All Employees

All employees have a responsibility to assist in the achievement of effective health and safety by: -

- ◆ Taking reasonable care for their own health and safety and of any other person who may be affected by their acts or omissions
- ◆ Adhering to safe working systems and avoid taking actions that could create unnecessary health and safety issues
- ◆ Behaving in an orderly manner while in the workplace and representing the Council whilst out of the workplace on Council business
- ◆ Co-operating with management to enable the Council to comply with its health and safety obligations
- ◆ Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare

- ◆ Notifying their line manager of any situation or shortfall in health and safety measures that represent a danger
- ◆ Conforming to all Safe Systems of Work
- ◆ Conforming to all associated Council Policies
- ◆ Attending and understanding instructions and/or training received to enable them to comply with all instructions and undertake duties in a safe and competent manner
- ◆ Complying with all notices, and signs provided for their protection
- ◆ Ensuring that they are familiar with all fire and emergency procedures
- ◆ Wearing protective equipment which has been supplied, as required
- ◆ Reporting any near miss, incident, accident, verbal aggression, physical aggression dangerous occurrence and / or prescribed industrial disease to Management in accordance with procedures
- ◆ Not using any equipment, hazardous and dangerous substances or undertake any activities unless adequately trained and authorised to do so
- ◆ Not undertaking any work, driving any vehicle or operating machinery under the influence of drugs or alcohol
- ◆ Maintaining a good working environment, through good housekeeping, proper storage etc
- ◆ Taking temporary action to make any hazards safe, warn others and report the hazard and any action taken to their line manager immediately

3.1.5 **Health and Safety Service**

The role and function of the Health and Safety Service is to support the Chief Executive's responsibility to administer and monitor the implementation of the Council's Health and Safety Strategy and HSMS.

The Health and Safety and Contingency Planning Team will be responsible for:-

- ◆ Developing and reviewing the Health and Safety Strategy, Policy and the Management System
- ◆ Monitoring the implementation and application of the Health and Safety Management System, and reporting on any matters requiring action
- ◆ Advising on development, implementation and application of Resource health and safety arrangements
- ◆ Providing advice and support to management to enable them to meet their health and safety responsibilities
- ◆ Directing management if significant health and safety risks arise

- ◆ Monitoring and where necessary advising on the reporting and investigation of all accidents including near misses
- ◆ Liaising with outside bodies e.g. the Health and Safety Executive
- ◆ Representing the Council at any relevant meetings/committees
- ◆ Advising on new legislation, codes of practice and guidance notes relevant to the Resource
- ◆ Providing advice and support in the formulation and implementation of safe systems of work, health and safety standards and codes of practice
- ◆ Advising the Executive Director on health and safety legislative compliance issues
- ◆ Attending/advising Resource Health and Safety Committees/Working Groups, Joint Consultative Committee etc

3.1.6 Trade Union Safety Representatives

South Lanarkshire Council is committed to working in partnership with employees and will consult with them through their relevant Trade Union Representatives. If an employee is not represented by a Trade Union, they may communicate health and safety issues with Resource Management.

Consultation will take place with regard to: -

- ◆ Introduction of measures that may substantially affect the health and safety of employees
- ◆ The health and safety consequences of new technologies and equipment introduced into the workplace in terms of risk assessment

The Council will provide such facilities, training and assistance as Safety Representatives may reasonably require, to perform their functions.

Trade Union Safety representatives are entitled to:-

- ◆ Perform regular inspections in the workplace, in accordance with Resource arrangements
- ◆ Inspect any statutory document that the Resource is required to maintain
- ◆ Participate in accident investigation in accordance with Resource arrangements

4. Planning

The Policy statement will be achieved through implementation of the Health and Safety Management System (HSMS).

The HSMS consists of:-

- ◆ Guidance Notes which provide an overview of the legislative position

- ◆ Work Instruction which provide managers with the processes and documentation required to complete the tasks to the necessary legal and Council standards

The HSMS can be found on the intranet. Each Resource should develop an intranet folder for HSMS that collates the HSMS outputs e.g. risk assessments, safe systems of work.

The Resource is responsible for maintaining this folder and ensuring access to all managers.

All managers are to ensure that arrangements are in place to cover the risks to health and safety arising in areas under their control. These arrangements must form an integral part of day to day management.

5. Measuring Performance

Measuring performance is essential to maintain and improve health and safety standards and develop a positive health and safety culture.

Two types of monitoring will occur in the Council-

Active – provides feedback before an accident/incident occurs by monitoring the implementation of HSMS and workplace precautions.

Reactive – reactive monitoring occurs after an accident/incident and includes monitor accidents, incidents etc.

5.1 Active monitoring arrangements

- ◆ Monitoring of health and safety objectives as detailed in Resource and Service plans
- ◆ Scrutiny of management arrangements and documentation to promote implementation of HSMS
- ◆ Regular reports to the Corporate Management Team on health and safety performance
- ◆ Periodic inspections of all workplaces
- ◆ Direct observation of work and behaviour by supervisors/managers
- ◆ Periodic surveys of employees opinion on key aspects of health and safety

5.2 Reactive monitoring arrangements

- ◆ Monitoring of all accidents and incidents
- ◆ Review of civil litigation cases
- ◆ Review of occupational health activities to check on the effectiveness of control measures and to detect any early signs of harm to health

6. Auditing and Reviewing Performance

Auditing and reviewing performance are the final steps in health and safety management, and enable the Council to reinforce, maintain and develop effective health and safety management.

6.1 Auditing

The Health and Safety Service will undertake formal audits by collecting information on the efficiency, effectiveness and reliability of health and safety management system within a defined area/service.

The appropriate manager will be notified in advance of any audit undertaken.

6.2 **Reviewing Performance**

The Council is committed to the continuous development and improvement of health and safety.

To meet this commitment, Resource management will:-

- ◆ Review their health and safety arrangements at appropriate intervals.
- ◆ Review and revise their health and safety plans to ensure successful outcomes.

The Health and Safety Service will:-

Undertake review of this Policy, and HSMS as a result of:

- ◆ Changes to existing legislation, or the introduction of new legislation
- ◆ Changes in the organisation of the Council
- ◆ Significant learning following implementation of HSMS
- ◆ Findings of a major accident investigation
- ◆ Request from the Health and Safety Executive
- ◆ Thematic reviews as deemed necessary

It will be the responsibility of the Health and Safety Service to:-

- ◆ Assess any requests for a review of the Policy or HSMS
- ◆ Consult with stakeholders on the required change
- ◆ Undertake the review and update the Policy and HSMS as required

6.3 **Records**

All records of changes to the Policy, HSMS and Management arrangements will be retained for future reference and subject to audit as required.



Occupational Health and Safety Management System

Guidance Note on Outdoor Working

Version No:	001
Issue Date:	
Prepared by Health and Safety Service:	<i>John Harkins</i>
Approved by Executive Director Finance and Corporate Resources:	<i>Paul Manning</i>

1. Introduction

South Lanarkshire Council must undertake risk assessments for work activities to ensure compliance with:

- ◆ Health and Safety at Work Act 1974
- ◆ Management of Health and Safety at Work Regulations 1999

If these work activities are performed outdoors, consideration must be given to the hazards associated with the weather within the risk assessment.

2. Scope

This Guidance Note applies to all work activities undertaken directly by South Lanarkshire Council.

3. Definitions

None.

4. Legal Requirements

4.1 When working outdoors the weather can have an effect on an individual's health and safety.

Some precautionary measures that should be considered in the risk assessment are:

Cold Environments

- ◆ Ensure the personal protective equipment issued is appropriate
- ◆ Provision of mobile facilities for warming up, and encourage the drinking of warm fluids
- ◆ Introduce more frequent rest breaks
- ◆ Can work be delayed and undertaken at warmer times of the year without compromising on safety
- ◆ Educate workers about recognising the early symptoms of cold stress

Hot Environments

- ◆ Reschedule work to cooler times of the day
- ◆ Provide more frequent rest breaks and introduce shading to rest areas

- ◆ Provide free access to cool drinking water
- ◆ Introduce shading in areas where individuals are working

4.2 **Working in the sun**

Ultraviolet radiation is invisible rays that are part of the energy that comes from the sun. Outdoor Working represents a significant hazard to employees in relation to exposure to UV radiation. Skin cancer rates have increased by 43% in the last 10 years. Outdoor workers are exposed to the sun for extended periods through out their working lives and therefore have a higher risk of developing common skin cancers.

4.3 **Sun protection**

- ◆ Keep covered(ordinary clothing made from close woven fabric, stop most UV)
- ◆ Wear a hat with a brim or flap that covers the ears and the back of the neck
- ◆ Stay in the shade whenever possible, during breaks
- ◆ Use a high factor sunscreen of at least SPF15 on any exposed skin
- ◆ Drink plenty of water to avoid dehydration
- ◆ Check skin regularly for any unusual moles or spots. See a doctor promptly if you find anything that is changing in shape, size or colour, itching or bleeding

5. **Responsibilities**

5.1 **Duties of South Lanarkshire Council**

Each Resource must ensure arrangements are in place for all activities for which they are responsible.

5.2 **Duties of Managers**

- ◆ Develop suitable and sufficient risk assessments
- ◆ Identification and implementation of control measures
- ◆ Provision of information, instruction and training to all employees who undertake or supervise tasks
- ◆ Monitoring of effectiveness of control measures

5.3 **Duties of Trade Unions**

Safety Representatives should raise any concerns with regard to health and safety matters in accordance with the Resource communication and consultation framework.

5.4 **Duties of Employees**

Employees have a duty to take reasonable care of their own health and safety and that of others who may be affected by their work under the Health and Safety at Work etc. Act 1974.

Employees must ensure:

- ◆ They are suitably trained before undertaking any task
- ◆ Undertake the task in accordance with any training and instruction provided
- ◆ Report any health and safety concerns to their line manager immediately.

Employees also have a duty to co-operate with the employer's health and safety arrangements and advise the employer of any health and safety shortcomings.

6. **Training**

All relevant managers to complete the Learn on Line module on Risk Assessments and PPE, or contact Employee Development to discuss training requirements.

7. Reviewing and Auditing

Risk assessment should be reviewed in accordance with the criteria and timescales set out within the Work Instruction.

The Managers Compliance Checklist should be completed annually to determine compliance with the Occupational Health and Safety Management System. Any areas of non-compliance should be addressed immediately.

8. References

- ◆ Personal protective equipment
<http://www.hse.gov.uk/pubns/indg174.pdf>
- ◆ Keep your top on: Health risks from working in the sun (PDF 100kb)
<http://www.hse.gov.uk/pubns/indg174.pdf>
- ◆ Sun protection: Advice from employers of outdoor workers (PDF 680kb)
<http://www.hse.gov.uk/pubns/indg337.pdf>
- ◆ SunSmart: the UK's national skin cancer prevention campaign
<http://www.cancerresearchuk.org/sunsmart>

9. Records

Risk Assessment
Safe Systems of Work
PPE Assessment

All records should be retained in accordance with the record retention schedule.

Appendix 2 Grounds
maintenance

Annual Grounds Maintenance Schedule

South Lanarkshire Council

**Community and
Enterprise Resources**

**Facilities Fleet and
Ground Services**

Item Code	Item Prescription	Item Quantity	Unit of Measurement	Frequency
B1015	Grass cutting, Grade 1	47.00	Square Metre	22.00
B3015	Grass cutting, Grade 3 Lift Litter prior to cut	54,589.00	Square Metre	18.00
B7015	Maint Grass at Base of Obstructions, Chemical Edging (2	34.00	Number	2.00
B7045	Maintain Grass at Base of Obstructions	34.00	Number	18.00
C1010	Shrubs, Bed, Prune	4,814.00	Square Metre	1.00
C1020	Shrubs, Bed, Fork	4,524.00	Square Metre	1.00
C1025	Shrubs, Bed , Hoe and Hand Weed	1,796.00	Square Metre	7.00
C3020	Shrubs, Bed, Herbicide Application	3,018.00	Square Metre	1.00
C3022	Pesticides, Spot Treatment of Shrub Beds	3,018.00	Square Metre	2.00
C6010	Bedding Plant, Planting	324.00	Square Metre	1.00
C6015	Bedding Plant, Hoe and Hand Weed	324.00	Square Metre	14.00
C8010	Shrubs and Plants, Individual Shrubs Pruning	1.00	Individual Plan	1.00
C8020	Shrubs and Plants, Individual Shrubs Spraying Pesticide	1.00	Individual Plan	1.00
D1030	Surface, Concrete, Slabs,Tarmac, Sweep/Weed/Spray	14,319.00	Square Metre	2.00
F1020	Hedges, Pruning, Top and Two Sides - 2 Cut	170.00	Linear Metre	2.00
F1090	Hedges, Pruning, Top and One Sides - 2 Cut	21.00	Linear Metre	2.00
K1045	Inspect and Report, Seats, Freq	32.00	Seat	1.00
K1055	Inspect and Report, Picnic Benches	3.00	Picnic Bench	1.00
K1065	Inspect and Report, Litter Bins	10.00	Bin	1.00
K1075	Inspect and Report, Signs	14.00	Sign	1.00
K2010	Inspect and Clear Litter, Dog Grids Freq	2.00	Number	2.00
K4006	Landscape Furniture, Paint (allow 50%)	35.00	Number	1.00
L1010	Playgrounds, Inspect all Equipment and Report	2.00	Playground	52.00
L1016	Play Area Swing Maintenance	4.00	Number	13.00
L2115	PG Rake Brush Spillage Bulk Up Surface Granular	1,077.00	Square Metre	1.00
L3105	Boating Pond; Carry out all annual maintenance	1.00	Number	2.00
LP5001	Play, Paint Play Equipment (Allow 50%)	13.00	Item Of Equipment	1.00

M1015	Cut Grass, Sports Area	9,198.00	Square Metre	22.00
M1080	Sports Field, rolling	9,198.00	Square Metre	22.00
M1085	Sports Field Harrowing	9,198.00	Square Metre	2.00
M1095	Sports Field Brushing	9,198.00	Square Metre	2.00
M1100	Sports Field Aeration	9,198.00	Square Metre	8.00
M1240	Sp/F Renovation, Fertilizer Applic (Spring&Sum)	9,198.00	Square Metre	1.00
M1245	Sports Field Maintenance, Renovation	9,198.00	Square Metre	1.00
M1247	Sports Field Maintenance, Renovation Turfing/Watering	9,198.00	Square Metre	1.00
M1295	Sports Field Goal Posts, Dismantle, Repair and Paint	2.00	Goals	1.00
M3010	Bowling Green Maintenance; Grass Cutting	1,377.00	Square Metre	88.00
M3020	Bowling Green Maintenance; Drag brushing	1,377.00	Square Metre	316.00
M3030	Bowling Green Maint; Move markers daily set up	1.00	Number	156.00
M3050	Bowling Green Maint; Scarification	1,377.00	Square Metre	10.00
M3060	Bowling Green Maint; Solid Spike tining	1,377.00	Square Metre	2.00
M3080	Bowling Green Maint; Hollow spike tining	1,377.00	Square Metre	1.00
M3090	Bowling Green Maint; Top dressing	1,377.00	Square Metre	1.00
M3120	Bowling Green Maint;FertilAppliSpr&Sum	1,377.00	Square Metre	4.00
M3130	Bowling Green Maint;FertilAppliAutumn	1,377.00	Square Metre	1.00
M3161	Bowling Green Maint; Irrigation control	1,377.00	Square Metre	5.00
M4015	Blaes Tennis Courts Spring Preparation/Top dressing	1,884.00	Square Metre	1.00
M4025	Blaes Tennis Courts Iset up/dismantle per season	3.00	Number	1.00
M4040	Blaes Tennis Courts Daily maintenance	1,884.00	Square Metre	112.00
M4045	Blaes Tennis Courts Litter removal and brush level	1,884.00	Square Metre	112.00
M4050	Blaes Tennis Crts Winter, sweeping & litter collection	1,884.00	Square Metre	5.00
M6005	Putting Greens and Pitch and Putt; Hole preparation	2,511.00	Square Metre	1.00
M6010	Putting Greens and P and P; Repositioning holes Freq22	2,511.00	Square Metre	22.00
M6020	Putting Greens and P and P; Placement of markers and arrows	2,511.00	Square Metre	22.00
M6030	Putting Greens and Pitch and Putt; Grass cutting Freq 28	2,511.00	Square Metre	28.00
M6040	Putting Greens and Pitch and Putt; Scarify	2,511.00	Square Metre	1.00
M6045	Putting Greens and Pitch and Putt; Rolling	2,511.00	Square Metre	1.00
M6050	Putting Greens and Pitch and Putt; Top Dressing	2,511.00	Square Metre	1.00
M6055	Putting Greens and Pitch and Putt; Drag Brushing	2,511.00	Square Metre	1.00
M6060	Putting Greens and Pitch and Putt; Scarification	2,511.00	Square Metre	1.00
M6070	Putting Greens and Pitch and Putt Aeration	2,511.00	Square Metre	1.00
M6080	Putting Greens and Pitch and Putt; Slit tining	2,511.00	Square Metre	1.00
M6100	Putting Greens and Pitch and Putt; Repair divots Freq 22	2,511.00	Square Metre	24.00
M6140	Putting Greens and P and P; Fertiliser Application	2,511.00	Square Metre	2.00
MP1050	Sports Areas Over marking pitch, Prior to game	2.00	Number	40.00

MP1051	Inspect Pitches Prior To Use And Remove Litter and Glass	2.00	Number	40.00
N1005	Walls various; Inspect and report	789.00	Linear Metre	7.00
N1010	Fences, various; Inspect and report	2,168.00	Linear Metre	7.00
N1105	Gates; various; Inspect and report	3.00	Gate	7.00
Q1010	Sweep and Clear Litter Footbridge - timber structure	6.00	Bridge	52.00
R1030	Ditches and drainage ditch system; 104 Litter picks 1m	601.00	Linear Metre	52.00
R1085	Ditches etc Trimming both faces of watercourses 1m.	601.00	Linear Metre	3.00
S1005	Litter collection; Grass areas General	67,722.00	Square Metre	52.00
S1006	Litter Collection; Landscape Areas	22,507.00	Square Metre	52.00
V3415	Gala days; carry out all works - Strathaven	1.00	Item	1.00
V4220	Special Events, On Site Presence During Gala Days	1.00	Item	1.00

Appendix 3

Play Equipment Inspection Schedule

- a. Senior Children's Play Area.
- b. Junior Children's Play Area.

South Lanarkshire Council

Community and Enterprise Resources

Facilities Fleet and Ground Services

[illegible]

[illegible]

Appendix 4 Strathaven Park Maps

- a) Location Map
- b) Location of Entrances
- c) Location of features

