

**THE HORSEFIELD  
GREEN SPACE ACTION PLAN  
2015 - 2025**



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## 1. Site Summary

Site name: The Horsefield  
Site Address: Langley Lane  
Abbots Langley  
Hertfordshire  
WD5 0LX  
Grid Ref: TL 097 011  
Size: 19 hectares  
Owner: Three Rivers District Council  
Designations: There are no statutory or non statutory designations associated with this site.

The Management Plan for the Horsefield sets out the management, maintenance and development framework of the site over ten years, with detailed action plans and management maps provided for the first five. It is the first plan for the site, which has recently come into Three Rivers District Council's green spaces management responsibility.

Given the site's location immediately adjacent to Leavesden Country Park, the plan should be read in the context of the Management Plan 2015 – 2020 for that site, in which it is referenced.

The management plan will be reviewed annually, so that any outstanding tasks can be rescheduled as necessary. The management plan will also be frequently reviewed in conjunction with the Countryside Management Service and any other relevant bodies.

Our Vision:

The Horsefield is an old grazing field consisting largely of improved / semi-improved grassland with scattered scrub and bramble and a narrow woodland belt. It has been unmanaged and remained largely free from public access for some years. Consequently the site has become attractive to ground nesting birds and the long grass also attracts insects and butterflies in particular.

This plan seeks to bring the site into sustainable public use and introduce beneficial conservation management whilst retaining the informal nature of the site and the associated wildlife. In particular it seeks to retain areas of grassland and scrub that are undisturbed by public access and dogs.

It is anticipated that the site will complement the adjacent, more formal Leavesden Country Park and may become an informal green link to that site but will retain a more informal atmosphere.

# Site Location



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# The Horsefield Greenspace Action Plan Site Description



**key**

-  Horsefield Site Boundary
-  Woodland
-  Scattered Scrub
-  Scrub
-  Grassland
-  Play Area



**THREE RIVERS  
DISTRICT COUNCIL**

*Countryside  
Management  
Service*

N  
▲  
1:3,500

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### **3. Introduction**

The Horsefield is an area of grassland approximately 19 hectares in size on the southern edge of Abbots Langley. With a population of 23,000 residents, Abbots Langley is one of the larger Parishes located in the SW Hertfordshire. The Parish is served by both Kings Langley and Watford Junction railway stations meaning that it is well connected to the rest of the country and only 20 minutes from central London. The M25 passes through the Parish with the M1 located on the eastern boundary.

The Horsefield forms part of a green corridor with Leavesden Country Park to the north-east and the old landfill site at Furtherfield to the west. Residential areas flank the north and south sides, including new housing development on the old Leavesden studio site. It is immediately bordered by roads on three sides - Langley Lane, South Way and Furtherfield - and private houses and gardens on the fourth. The Horsefield currently has no formal public access.

The grassland is not species rich but does provide a habitat for butterflies and insects. There are scattered areas of scrub and bramble. A narrow strip of woodland along the western edge provides further habitat diversity. The lack of disturbance, especially by dogs, has allowed a range of wildlife to flourish including ground nesting birds of priority conservation status that are breeding on the site.

The adjacent Country Park is a well-used and valued green space in Abbots Langley. It is open all year, with no entrance fees and free car parking on site. It contains a range of formal and informal recreational facilities, including walking/biking paths, football pitches, Multi Use Games Area (MUGA), tennis courts, a children's play area and an outdoor gym for adults. There are also a range of wildlife areas in the park and it is a venue for a range of events including wildlife and history walks.

The 2014 visitor survey for Leavesden Country Park gives a useful insight into the type of use that the Horsefield might expect. It reveals that the site is used by a variety of groups, the majority being dog walkers (44%). Visitors also used the Country Park to relax/get fresh air (20%), visit the play area (34%). Other activities include family outing (22%), play sports or games (7%) and to keep fit/improve health (17%).

For further information relating to the District Council see Appendix 1.

### **4. Site Features**

#### **4.1 *Geology and Soils***

The area is described in Hertfordshire County Councils (HCC) landscape Strategy as being part of the Bedmond Plateau, a gently undulating plateau area of small to medium sized fields that are predominantly pasture with discrete woodlands.

The underlying geology is a combination of plateau gravel and river terrace drift. The soils are characterised by well drained flinty, coarse, loamy and gravelly soils with slowly permeable sub soils.

#### **4.2 Archaeological Interest**

Much of the parish lies on high ground which slopes down westwards into the Gade valley. The village of Abbots Langley occupies one of these hilltops and now also the adjacent slope. The river valley, like many in the county, has yielded evidence in the form of flint tools from the upper Palaeolithic period (10,000BC) onwards. Tools of Mesolithic (8000-4000 BC) and Neolithic (4500-2500 BC) date have been recorded in the area.

Investigation at the old Leavesden Studios recorded a long sequence on the lower ground east of the river: an early Bronze Age (2500-1200 BC) ditch, later Bronze Age (1200-800 BC) pits and post holes, and an Iron Age and Roman farmstead (400 BC to AD 400).

No post-Roman or Anglo-Saxon remains have yet been recorded here. Historic Landscape Characterisation shows that the fields south of the village are 'ancient irregular fields' with boundaries which have apparently remained unaltered since the medieval period. The area includes post-medieval chalk pits and a chalk mine in the grounds of Hunton Park. Hunters Lane, which ran through the ancient fields, was removed with the establishment in 1940 of Leavesden aerodrome and aircraft factory. Several Second World War buildings survived when the aerodrome became Leavesden Studios in 1994, and were recorded before redevelopment in 2010-11.

The remnant of an ancient hedgerow or woodland runs along the site's north-western boundary, including a wood or hedge bank and old coppice stools.

#### **4.3 Historic Use and Management**

Until recently the site was in private ownership. It was passed to the District Council, to be managed as public open space, as part of the planning approval for the redevelopment of the old Leavesden aerodrome and film studio site. Those areas have been largely developed for housing, with some acquired and developed by Warner Bros as a studio / visitor attraction.

The past management of the Horsefield is not known although it has been subject to occasional fly grazing by tethered horses.

#### **4.4 Access, Facilities and Infrastructure**

The Horsefield is located on Langley Lane, Abbots Langley. Currently there is no formal access. The site is surrounded by a ditch and bank on three sides, with private houses immediately abutting the fourth.

The nearest post code is WD5 0LX, on the north-east corner. The nearest car park is in Leavesden Country Park, next to Woodlands YMCA. Access to the

area by car is via the A41 approximately two miles east of J19 of the M25. The site is serviced by the 320 bus from Maple Cross.

The adjacent Leavesden Country Park has extensive formal and informal recreation facilities. It is also the subject of a Heritage Lottery fund application to enable the District Council to improve the existing site infrastructure including a sculpture trail. It is currently proposed that this trail would extend into the Horsefield, with perhaps one or two sculptures being located there and potential for a surfaced route to them, dependent on the success of the bid. More information can be found in the Leavesden Country Park Management Plan and related documents.

## **4.5 Habitats**

### **4.5.1 Woodland**

Part of the western boundary of the site includes a narrow strip of semi-natural broadleaved woodland. It supports features comparable with a remnant of old or ancient semi-natural woodland. The woodland has been subject to disturbance with very uneven ground in places. Internally, there is a remnant boundary hedge and bank feature running the length of the wood that supports old coppice. A ditch along the eastern edge approximates the boundary between the wood and the adjacent scrub. To the north-west corner the wood / scrub has been felled and there is some dumped rubble.

Hornbeam is a major component of the canopy along with Ash, Field Maple, Oak, Sallow and planted Common Lime and Sweet Chestnut. The shrub layer is mostly Hawthorn and Elder with Hazel and rarer Holly Ilex and Blackthorn. Shade-tolerant vegetation, mainly Common Nettle and Ivy are present on the ground. The ancient woodland indicator Bluebell is locally frequent in the less disturbed part of the wood. Other species recorded include Cow Parsley, Garlic Mustard, Nipplewort and Wood Avens.

### **4.5.2 Scrub**

The western, northern and part of the eastern boundary are bordered by wide bands of scrub dominated by Bramble with scattered shrubs, mainly Blackthorn plus Elder and Hawthorn. To the west, in particular, Cherry Plum is common in the community. An area covered with Aspen is present mid-way along the western strip of scrub. Other species present in the community include Ash, Sycamore, Pedunculate Oak, Butterfly-bush (*Buddleja*) and Honeysuckle. Along the northern boundary there are frequent trees and shrubs, including Field Maple, Ash and Pedunculate Oak.

### **4.5.3 Grassland**

The site predominantly supports a mosaic of species poor neutral grass and tall herbs which has developed from neglected improved grassland. The grassy sward is dominated by False Oat-grass with other grass species present including Cock's-foot, Barren Brome, Yorkshire-fog, Smooth Meadow-

grass and Creeping Bent. Herbs present, though nowhere common, within the sward include Cut-leaved Crane's-bill, Cat's-ear, Common Toadflax, White Dead-nettle, Dandelion, Smooth Tare, Curled Dock and Sheep's Sorrel. Scattered scrub is present in places, particularly to the south and west. Ash and Prunus are the main species with rarer Sycamore and Goat Willow, for example.

Much of the site is becoming dominated by tall herb vegetation. This community is typically species poor, as is the case here. An approximation of the main extent of the tall herb vegetation is shown on the Phase 1 Habitat Map in Appendix 5. Common Nettle is dominant and there is also much Creeping Thistle along with Cleavers. Other species recorded within the assemblage include Hogweed, Wild Teasel, Common Ragwort, Great Lettuce and Charlock.

Two large patches of Bramble occur within the grassland and a single large stand of Rosebay Willowherb is present towards the southern edge of the site

#### 4.5.4 Ditch

A narrow deep ditch occurs along the western, southern and much of the eastern edges of the site. Spoil from the ditch, which forms a raised bank, is present along the inner bank top in most sections. The ditch is not known to carry water; no aquatic plants are present which would indicate that the ditch is dry for most of the year. It is likely to be of relatively modern origin.

The open banks support scattered shrubs and saplings with tall herbs and rough grasses similar in composition to the adjoining grassland. Within the wood and scrub along the western edge the banks of the ditch, where vegetated, support shade tolerant species such as Ivy.

### **4.6 Wildlife**

#### 4.6.1 Protected Species and BAP Habitats and Species

There are a few priority habitats and species as listed under the UK BAP and within the Hertfordshire BAP, 'A 50 Year Vision for the Wildlife and Natural Habitats of Hertfordshire' found within the Horsefield. These can be summarised as follows:

##### *Herts BAP*

Woodland  
Urban Habitats

##### *UK BAP*

Lowland Mixed Deciduous Woodland  
Linnet  
Hedge Accentor (Dunnock)

#### 4.6.2 Bats

No records exist for the site but Pipistrelle and Noctule Bat are recorded for the adjacent Country Park and there is also a record for Brown Long-eared Bat in the area. The network of habitats at the Horsefield, which includes

mature trees, scrub and grassland offer important feeding opportunities for Bats. There are also a number of mature trees, some of which have the potential to support roosting bats.

Bats will be considered when implementing all aspects of this management plan especially when considering the management of large trees and will include:

- A licensed bat ecologist will inspect trees that need managing that contain potential bat roosts.
- Trees containing bat roosts will be left intact where possible. Full licensing procedures will be followed if this is not feasible.
- The document '*Bats and Lighting in the UK*' produced by the bat Conservation Trust will be followed in respect of any new lighting proposals.

#### 4.6.3 Other Mammals

There are no protected species recorded on the site, although it does provide suitable foraging habitat for Badgers. Red Fox, Muntjac deer and Field Voles are known to be present on site and other small mammals are expected to be present.

#### 4.6.4 Reptiles

Grass Snakes have been recorded on the Leavesden Country Park site. A reptile survey on the Horsefield was undertaken by the District Council during the summer of 2014 but no reptiles were found. However, the site and the surrounding area does support habitat suitable for Slow Worm and Common Lizard and these species will be considered in the management prescriptions.

#### 4.6.5 Birds

The site is known to support breeding Linnet which is a BAP priority species. Other species recorded include Meadow Pipit, European Robin, Blackbird, Common Wood Pigeon, Dunnock, Blue Tit, House Sparrow, Skylark, European Goldfinch, Kestrel and Chaffinch. Other common bird species would be expected to utilise the site throughout the year, including the breeding season.

#### 4.6.6 Invertebrates

The site is expected to support a range of common species, although it is unlikely that any notable invertebrate species are present. Ant hills are common. Butterflies recorded include Small Skipper, Large Skipper, Small Tortoiseshell, Comma, Marbled White, Red Admiral, Meadow Brown, Ringlet and Peacock (plus caterpillars). Cinnabar moths and their caterpillars have been recorded on Common Ragwort.

## **5 Assessment and Analysis of Opportunities**

### **5.1 A Welcoming Place**

There are pavements on three sides of the site and one of these, running alongside South Way, is also a cycleway. There are currently no entrances or signs for the site, although these are under construction. A large children's play area is also under construction as part of planning requirements for the adjacent housing development.

Entrances should welcome visitors and provide access into and through the site, to link to the Country Park. Signage will be appropriate to the informal nature of the site and follow the District Council in-house style.

Pathways will be natural, mown grass unless funding, for instance through the HLF bid for the Country Park, allows otherwise. If surfaced, consideration will be given to allowing cycle access to complement the existing cycleway. Benches will be provided to enable visitors to rest and enjoy the site.

Free car parking is available at the Country Park and the Horsefield is close to residential areas. It is not necessary or appropriate to provide a separate car park for the site.

### **5.2 Healthy, Safe and Secure**

The site is currently fenced on three sides by a concrete post and wire fence. Sections of this are in need of repair or replacement. The fence is not secure against egress by dogs or small children. Its replacement with, for instance, post and stock netting, could be considered but this will incur a significant cost and would only be possible if funding becomes available.

There is concern that the northern boundary is suffering from encroachment from adjacent houses. This needs investigating further and enforcing. A policy regarding potential access from these houses onto the site needs to be agreed and enforced.

A pedestrian crossing provides safe access to the site across Langley Road from Leavesden Country Park. There is another linking the new housing development to the south of the site across South Way which will provide access to a new entrance along this boundary.

The vision is to retain the Horsefield as a more natural area. There is therefore no intention to light the paths through it. However, the adjacent roads, including the cycleway and pedestrian crossings, are all lit and there are lit paths up through parts of the Country Park.

A range of activities are already available at Leavesden Country Park. Many of these promote healthy living through physical activity and healthy lifestyles and some could and should be extended into the Horsefield, for example:

- Wildlife Walks.

- Health Walks - health walks led by a trained volunteer.
- Guided History Walks.
- Volunteer Sessions – led by the Park Ranger
- Walking, bird watching and running.

The main TRDC contact number, and the TRDC website address, will be given on the site interpretation / information boards so that members of the public can contact the Council, as required. The TRDC contact number also includes an out-of-hours service.

Tree surveys are carried out in all TRDC parks and open spaces, with the resulting data entered into Ezytreev Tree Management software. All dead wood, including standing dead wood, is left in situ where safe to do so. Trees which have to be reduced or removed for safety reasons are stacked in habitat piles or chipped into areas where the work has been carried out. If practicable the wood resulting from tree surgery is used to make benches.

### **5.3 *Clean and Well Maintained***

Bins will be provided at the main entrances and the site will be brought into the relevant sections of the existing ground maintenance contract. Refuse collection will be added into the existing grounds maintenance contract under the specific sections:

- F48 Cleanliness and Litter Collection.
- F48.5 Timescales for Restoring Levels of Cleanliness.
- F49 Illegal Dumping (Fly Tipping).
- F50 Removal of Litter from Shrubs and Flower Beds.
- F51 Cleaning of Official Notices.
- F52 Defective Litter Bins, Animal Excrement Bins and Notices.
- F53 Leaf/Blossom/Fruit Fall.
- F54 Litter Bin Emptying.
- F55 Emptying of Dog Faeces Bins.
- F57 Damage, Vandalism and Graffiti.

As part of the contract, any vandalism is inspected as soon as possible after a report has been received and normally within 24 hours. The damaged item(s) would be made safe and photographed. The damage is also reported to the appropriate council department for repair. Additionally, the vandalism is reported to the Community Safety Coordinator for contact with the Police.

Since 2004 the District Council has had a fixed penalty scheme for dog fouling. The Council introduced the Dogs (Fouling of Land) Act 1996 to control dog fouling throughout the District, which makes it an offence to fail to immediately clear up any mess deposited anywhere in the District. As such, any person caught not clearing up after their dog will be issued with a ticket giving them the option of paying a £50 fine within 14 days or face legal action (with a maximum penalty of £1000).

For further details of the GM Contract see Appendix 5.

## **5.4 Sustainability**

Three Rivers District Council was first certified with ISO 14001 in 2010. Although no longer certified the District Council strives to maintain the principles of the accreditation.

The District Council has a strong commitment to the environment and environmental sustainability and recognises the impacts its operations have on the environment. TRDC's dedication to protect the environment is reflected in Council policies, strategies, commitments and partnerships. Some of these initiatives include:

- A presumption against the use of peat.
- A presumption against the use of pesticides especially on designated landscapes such as Sites of Special Scientific Interest (SSSI).
- Only FSC timber is used across the district.
- All cleaning materials are phosphate free.

## **5.5 Conservation and Heritage**

The Horsefield forms part of a green corridor through a highly populated area which is undergoing rapid development. Through careful management, the adjacent Country Park is providing a range of wildlife habitats amongst the formal recreational facilities but these are inevitably heavily affected by public access including disturbance by dogs. The Horsefield currently provides a relatively undisturbed habitat where wildlife is less affected by such disturbance. The size of the site offers an opportunity to allow informal public access whilst retaining areas where wildlife can remain relatively undisturbed.

However, the grassland could be significantly enhanced through the introduction of a wider range of wild flowers. This will be achieved through a phased enhancement scheme, a third of the site at a time, including cutting, scarifying and seeding the existing grassland with a more diverse wild flower mix. The success of the first area will be monitored and assessed before the second is undertaken.

Management also needs to be introduced to retain areas of long grass through the winter months whilst ensuring the rank vegetation and scrub does not take over. This will be achieved through rotational management of areas of the grassland on a three year cycle.

Although the woodland is small and narrow, the species composition is quite diverse and there are some mature native trees and shrubs that should be conserved. The emphasis will be to halo thin broadleaves identified for long term retention, releasing trees from dense shading by selective thinning of adjacent trees. The old hazel coppice would benefit from re-coppicing if it can be allowed sufficient light to regenerate well. Where possible, and where not a threat to public safety, standing and fallen deadwood will be retained in the woodland and in / under any mature trees on the site.

Interpretation panels will be produced to explain the management aims and activities.

A Phase 1 Habitat Survey was completed for the site in 2014. See Appendix 5. A reptile survey was completed in the same year. Other surveys, particularly for butterflies and birds, will build on this existing knowledge, be fed into the management planning and review process and help guide the ongoing management of the site.

The area in which the Horsefield lies is steeped in history and has a diverse background. This is being explored through the HLF bid for the Country Park and, if successful, will include the Horsefield.

## **5.6 Community Involvement**

### **5.6.1 Community Profile**

Abbots Langley is a diverse and multi cultural town. The demographics for the Parish where the Horsefield is situated is described as follows:

	Abbots Langley Parish	Three Rivers Non-Metropolitan District
All Usual Residents	19574	87317
White; English/Welsh/Scottish/Northern Irish/British	16621	69550
White; Irish	367	1747
White; Gypsy or Irish Traveller	23	79
White; Other White	637	3918
Mixed/Multiple Ethnic Groups; White and Black Caribbean	148	516
Mixed/Multiple Ethnic Groups; White and Black African	41	181
Mixed/Multiple Ethnic Groups; White and Asian	166	775
Mixed/Multiple Ethnic Groups; Other Mixed	119	530
Asian/Asian British; Indian	556	5231
Asian/Asian British; Pakistani	68	605
Asian/Asian British; Bangladeshi	17	158
Asian/Asian British; Chinese	103	590
Asian/Asian British; Other Asian	181	1409
Black/African/Caribbean/Black British; African	271	864
Black/African/Caribbean/Black British; Caribbean	148	598
Black/African/Caribbean/Black British; Other Black	32	148
Other Ethnic Group; Arab	27	128
Other Ethnic Group; Any Other Ethnic Group	49	290

Age	Total	Male		Female	
		Number	% of Total	Number	% of Total
16 - 24	583	279	5.80%	304	6.30%
25 - 34	1173	626	13%	547	11.30%
35 - 59	2841	1502	31.10%	1339	27.70%
60 - 64	154	107	2.20%	47	1%
65 - 74	75	45	0.90%	30	0.60%
Total	4826	2559	53.00%	2267	46.90%

Source: Office for National Statistics

### 5.6.2 Community Research

Regular visitor research is undertaken in the Country Park, to understand the site user groups and establishes opinions on a range of topics. It was last conducted in 2014. The reasons for visiting, shown in the table below, give a useful insight for the management of the Horsefield.



### 5.6.3 Community Engagement

The 2015 survey of Leavesden Country Park is being used as an opportunity to tell people about the development of this plan for the Horsefield and direct them in how they can feed into the process. The draft plan is also being shared with stakeholders, including the Friends of the country park, the parish council, local members, local residents and others, to gain community engagement in development of the plan.

In future, it is anticipated that the community will be able to directly engage in the site in a variety of ways:

- organised volunteer events held by the Park Ranger and the Countryside Management Service

- involvement of the Youth Offenders and Probationary Group on weekends throughout the year to complete a range of site management and maintenance tasks
- participating in events such as guided wildlife and history walks, Health walks and Play Ranger events

## **5.7 Marketing**

Marketing appropriate to the nature of the site will be carried out through a number of channels including:

- Three Rivers District Council website.
- Three Rivers Times, an in house publication reaching 38,000 households.
- District Council notice boards located at 37 sites.
- Abbots Langley Parish Council notice boards.
- Notice boards located throughout the site and the adjacent Country Park.

The site will be added to the Leavesden Country Park page on the District Council website, which provides information including directions to the site, events, facilities, opening times and links to partner organisations.

Press releases are produced on a regular basis covering a wide range of topics such as large events and contain photographs and quotes from those that have attended. Three Rivers District has a range of free local magazines resulting in the local sites gaining good exposure.

The production of this management plan follows a structured production process which includes local consultation.

The site may be included in the new leaflets for the Country Park, guiding visitors around the sites and depicting the previous use of the sites.

These leaflets will be made available at several outlets across the district and on the council's website as a down loadable PDF.

Interpretation boards will be installed outlining the key features of the site and the management techniques employed for the main habitats including the wildflower meadows and scrub.

## **6. AIMS AND OBJECTIVES**

### **A. A WELCOMING PLACE**

Provide a welcoming open green space for the benefit of wildlife and the enjoyment of the local community.

A1: Create and maintain pedestrian entrances linking to the existing external path network.

A2: Create and maintain a network of informal paths across parts of the site with occasional benches for resting.

A3: Install welcome and directional signs

A4: If feasible, incorporate the site the new Leavesden Country Park leaflet, self-led history walk and sculpture trail.

### **B. HEALTHY, SAFE AND SECURE**

To ensure that all site facilities and infrastructure are safe, serviceable and fit for purpose.

B1: Repair or replace the boundary fence and investigate / implement securing against dog / child egress

B2: Ensure completion of the children's play area to plan.

B3: Pursue opportunities to include the site in activities such as Health Walks, guided walks, volunteer activities

B4: Complete all formal tree inspections, update records and complete any immediate health and safety issues that arise.

B5: Maintain the boundaries against encroachment and enforce accordingly, including development of a policy regarding access from the houses on the northern boundary onto the site.

### **C. CLEAN AND WELL MAINTIANED**

Ensure that the site is kept clean and that all aspects of the site are well maintained.

C1: Maintain fencing, entranceways and other site furniture.

### **D. SUSTAINABILITY**

Ensure compliance with the council's environmental policies and to seek sustainable activities where relevant and appropriate to the site.

- D1: Ensure that all tree and hedge stock are native, from local species and provenance, disease free and sourced and grown in the UK.
- D2: Ensure all wooden site furniture is of FSC Standard.
- D3: Only use chemical to control weeds where no alternative exists and in line with council policy.
- D4: Ensure all contractors used on site adhere to sustainable and environmental policies.

#### E. CONSERVATION AND HERITAGE

Conserve, enhance and communicate the conservation and heritage to all users of the Country Park through a variety of media.

- E1: Plant and maintain new native hedges along the southern and eastern boundaries.
- E2: Enhance diversity of grassland and introduce rotational management to include areas suitable for reptiles and overwintering habitat for insects and small mammals.
- E3: Ensure a significant part of the site is free from disturbance by public access.
- E4: Retain areas of scrub and edge habitat for nesting birds and mammals, maintaining to provide a variety of age and density whilst preventing further encroachment into the grassland.
- E5: Manage the woodland to maintain and restore the native trees and shrubs.

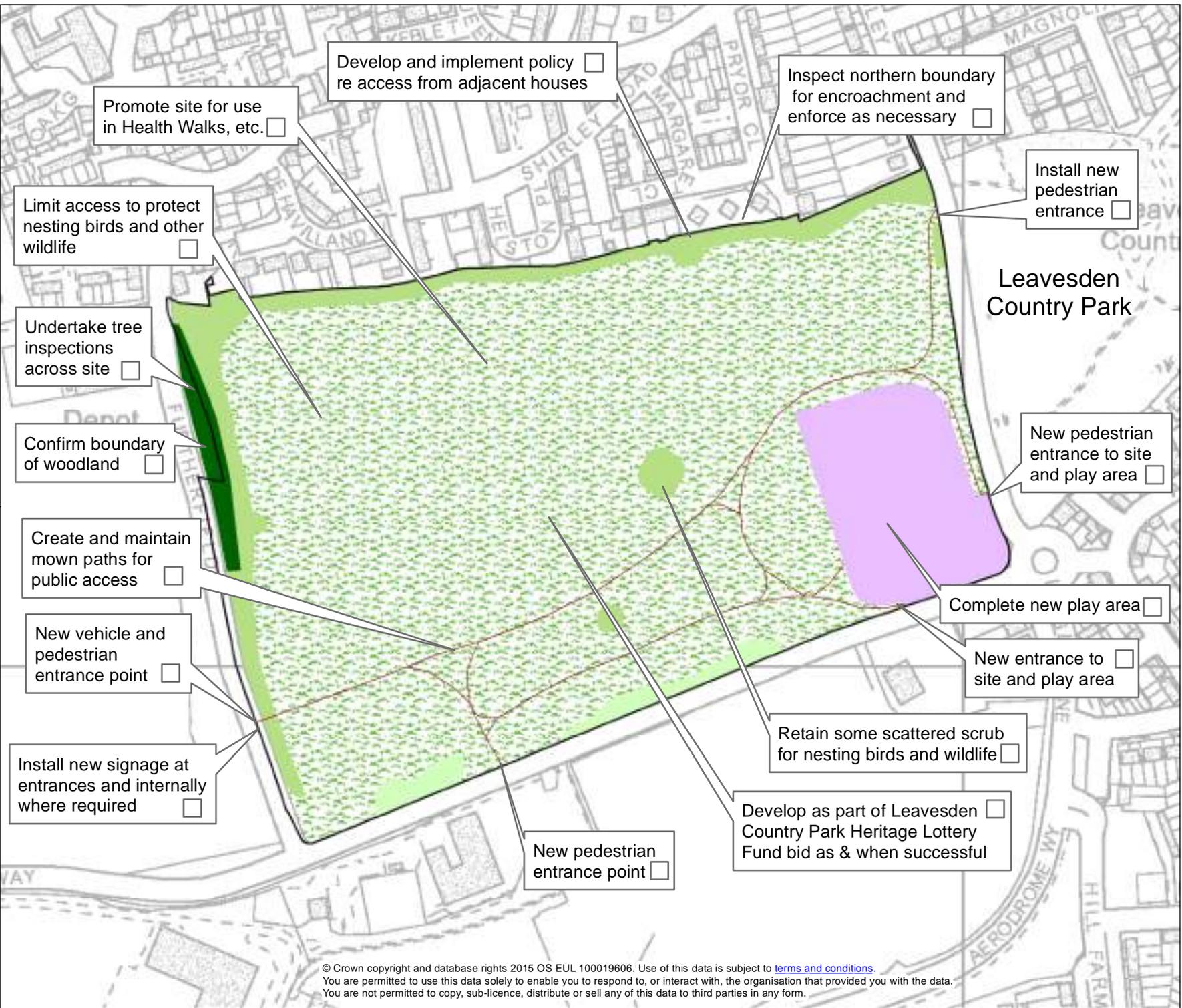
## 7. Action Plan

A review of this management plan will be held annually and at key stages with stakeholders. The Action Plan that follows indicates the management objectives, which year the objective is to be completed, the responsible party and any budgetary implications. This action plan will be updated following any successful application to the HLF.

### YEAR 1 ACTION PLAN 2015 - 16

Action	Obj. Ref	When	Responsibility	Funding	Est. Cost	Spec. Ref	Status
Create pedestrian and vehicle access points	A1	Autumn	TRDC, Contractor	TRDC			
Create and maintain mown paths across the site and to link access points	A2	Autumn	TRDC, Contractor	TRDC			
Install signage at entranceways and internally	A3	Autumn	TRDC	TRDC	TBC		
Repair/replace boundary fencing. Secure against dog egress	B1	Autumn / Winter	TRDC, Contractor	TRDC	TBC		
Complete children's play area	B2	Autumn / Winter	Contractors	S106			
Undertake tree inspections	B4	Summer / Winter	TRDC	TRDC	Officer time		
Inspect northern boundary for encroachment and take enforcement action as necessary	B5	Winter	TRDC	TRDC	Officer time		
Develop a policy regarding access from adjacent houses and implement	B5	Autumn	TRDC, CMS	TRDC	Officer time		
Confirm ownership boundary of woodland	E5		TRDC	TRDC	Officer time		
Promote area for use in Health Walks, guided walks, etc.	B3	Ongoing	TRDC	TRDC	Officer time		
Develop as part of Leavesden Country Park HLF bid as and when successful	A4	As and when HLF bid successful	TRDC	TRDC	Officer time		

# The Horsefield Greenspace Action Plan Year 1



**key**

- Horsefield Site Boundary
- Access Routes
- Woodland
- Scattered Scrub
- Scrub
- Grassland
- Play Area

**THREE RIVERS DISTRICT COUNCIL**

*Countryside Management Service*

N  
1:3,500

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## YEAR 2 ACTION PLAN 2016 - 17

Action	Obj. Ref	When	Responsibility	Funding	Est. Cost	Spec. Ref	Status
Install benches	A2	Spring	TRDC, CMS, Volunteers	TRDC	£1,000		
Prepare c 425m of southern boundary for hedge planting	D1, E1, D3	Autumn	TRDC, Contractors	TRDC	£1,000	8.2	
Plant c 425m hedge along southern boundary	D1, E1	December	TRDC, CMS, Volunteers	TRDC	£1,500	8.2	
Cut, scarify and seed with wild flowers 1/3rd of grassland. Leave rest of grassland uncut this year	E2	Autumn	Contractors	TRDC	TBC	8.1	
Instigate rotational management of boundary scrub on a 5 year rotation	E4	Winter	TRDC, Contractors	TRDC	TBC		
Monitor dog access around site and act to control as necessary	E3	Ongoing	TRDC	TRDC	Officer time		

# The Horsefield Greenspace Action Plan Year 2



**key**

- Horsefield Site Boundary
- Access Routes
- Woodland
- Scattered Scrub
- Scrub
- Grassland
- Play Area

**THREE RIVERS DISTRICT COUNCIL**

*Countryside Management Service*

N  
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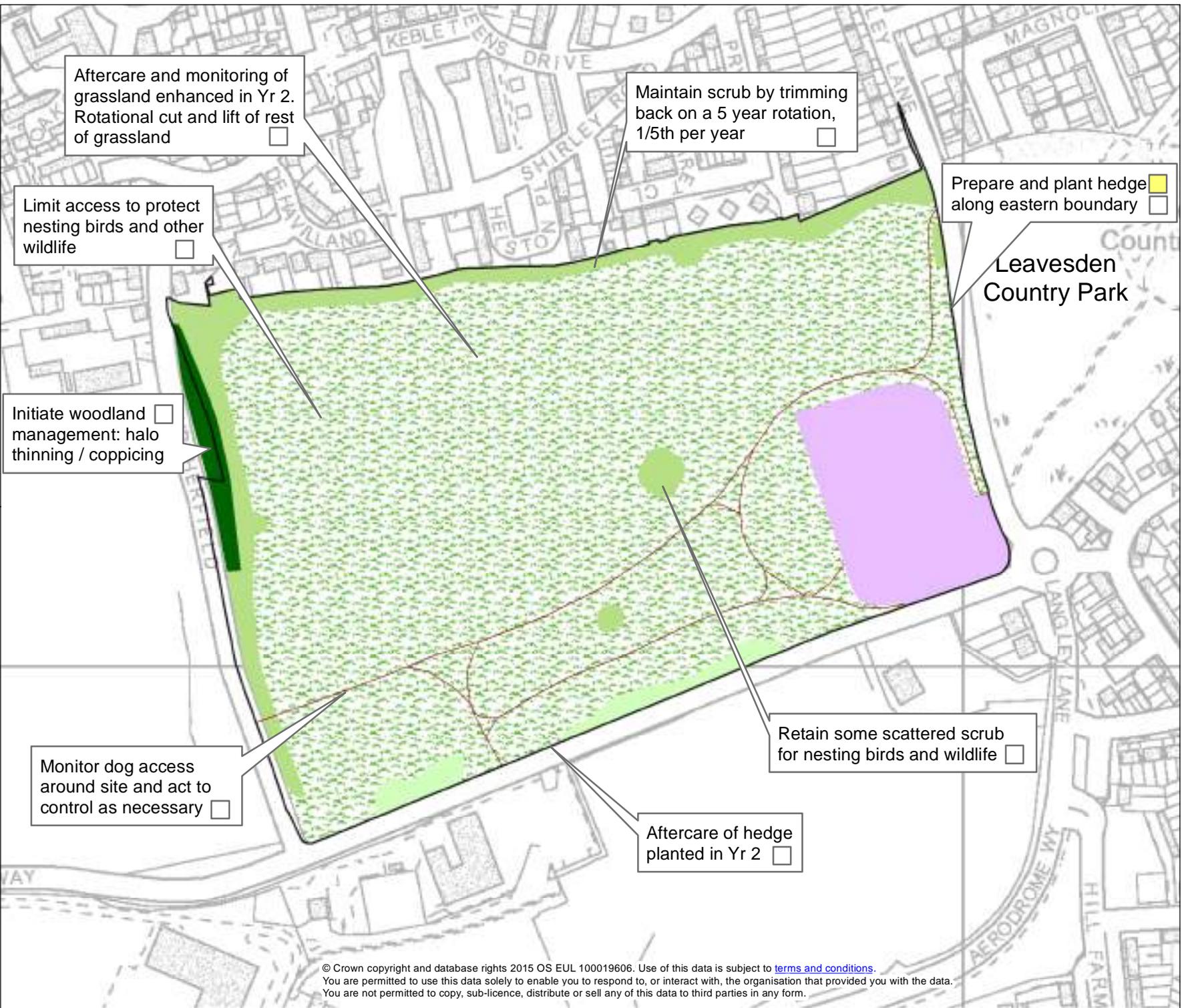
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### YEAR 3 ACTION PLAN 2017 - 18

Action	Obj. Ref	When	Responsibility	Funding	Est. Cost	Spec. Ref	Status
Prepare c 100m of eastern boundary for hedge planting	D1, E1, D3	Autumn	TRDC, Contractors	TRDC	£500	8.2	
Plant c100m hedge along eastern boundary	D1, E1	December	TRDC, CMS, Volunteers	TRDC	£350	8.2	
Aftercare of hedge planted in year 2	E1	Summer / Winter	TRDC, Volunteers	TRDC	£50 plus volunteer & officer time	8.2	
Aftercare of grassland enhanced in year 2	E2	Summer / Autumn	TRDC, Contractors	TRDC	TBC	8.1	
Monitor grassland enhanced in year 2	E2	Summer	TRDC	TRDC	Officer time		
Rotational cut and lift management of rest of grassland	E2	Late summer	TRDC, Contractors	TRDC	TBC	8.1	
Continue rotational management of boundary scrub on a 5 year rotation	E4	Winter	TRDC, Contractors	TRDC	TBC		
Initiate woodland management – halo thinning and coppicing. Protect regrowth	E5	Winter	TRDC, Contractors, Volunteers	TRDC	£3,000	8.3, 8.4, 8.5	
Monitor dog access around site and act to control as necessary	E3	Ongoing	TRDC	TRDC	Officer time		

# The Horsefield Greenspace Action Plan

## Year 3



Aftercare and monitoring of grassland enhanced in Yr 2. Rotational cut and lift of rest of grassland

Maintain scrub by trimming back on a 5 year rotation, 1/5th per year

Prepare and plant hedge along eastern boundary

Limit access to protect nesting birds and other wildlife

Leavesden Country Park

Initiate woodland management: halo thinning / coppicing

**key**

- Horsefield Site Boundary
- Access Routes
- Woodland
- Scattered Scrub
- Scrub
- Grassland
- Play Area

Monitor dog access around site and act to control as necessary

Retain some scattered scrub for nesting birds and wildlife

Aftercare of hedge planted in Yr 2

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**THREE RIVERS DISTRICT COUNCIL**

Countryside Management Service

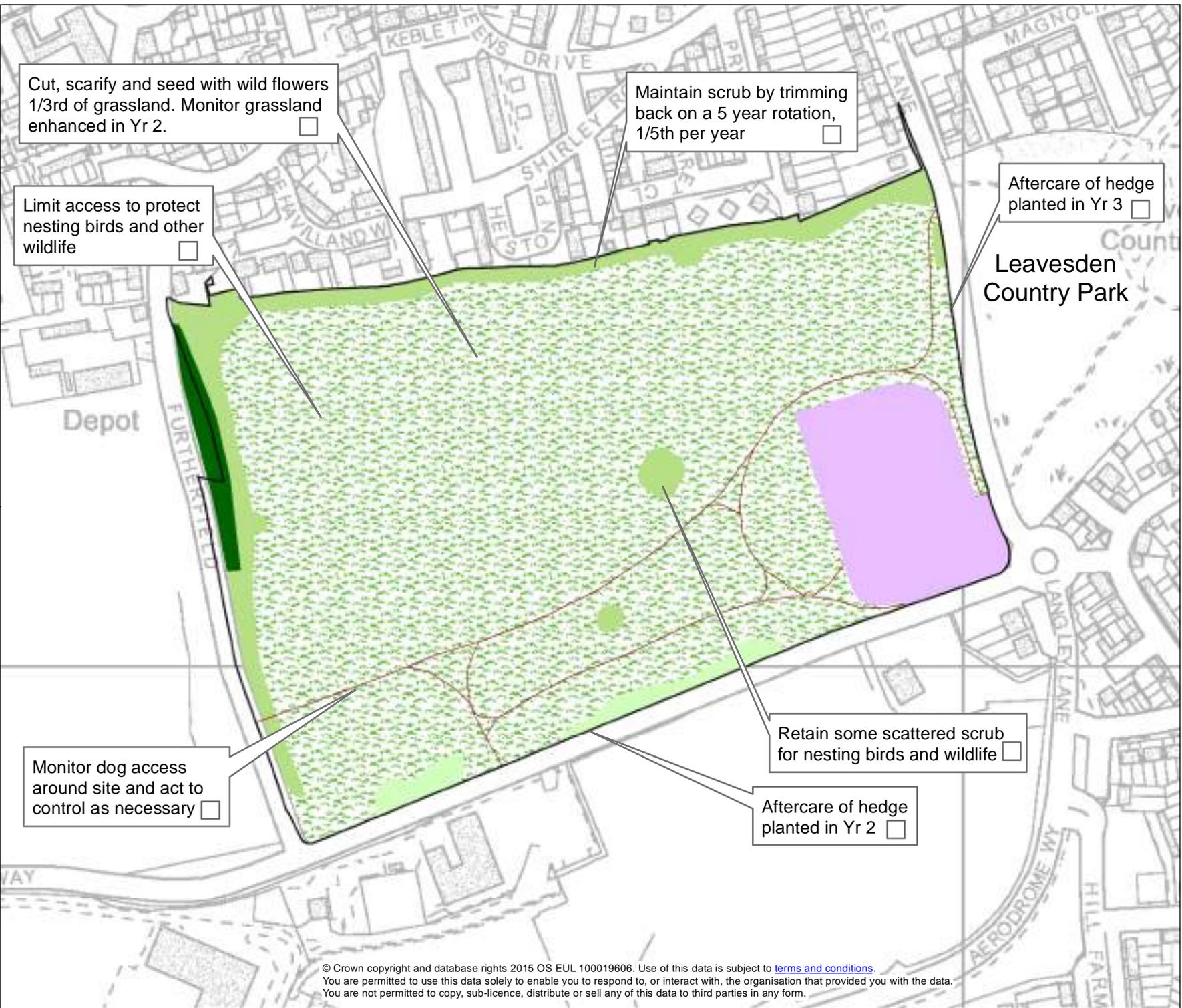
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## YEAR 4 ACTION PLAN 2018 – 19

Action	Obj. Ref	When	Responsibility	Funding	Est. Cost	Spec. Ref	Status
Aftercare of hedge planted in year 3	E1	Summer/ Winter	TRDC, Volunteers	TRDC	£30 plus volunteer & officer time	8.2	
Continue rotational management of boundary scrub on a 5 year rotation	E4	Winter	TRDC, Contractors	TRDC	TBC		
Cut, scarify & seed with wild flowers second 1/3 <sup>rd</sup> of grassland	E2	Autumn	Contractors	TRDC	TBC	8.1	
Rotational cut and lift management of rest of grassland	E2	Late summer	TRDC, Contractors	TRDC	TBC	8.1	
Monitor grassland enhanced in year 2	E2	Summer	TRDC	TRDC	Officer time		
Monitor dog access around site and act to control as necessary	E3	Ongoing	TRDC	TRDC	Officer time		

# The Horsefield Greenspace Action Plan

## Year 4



**key**

- Horsefield Site Boundary
- Access Routes
- Woodland
- Scattered Scrub
- Scrub
- Grassland
- Play Area

**THREE RIVERS DISTRICT COUNCIL**

*Countryside Management Service*

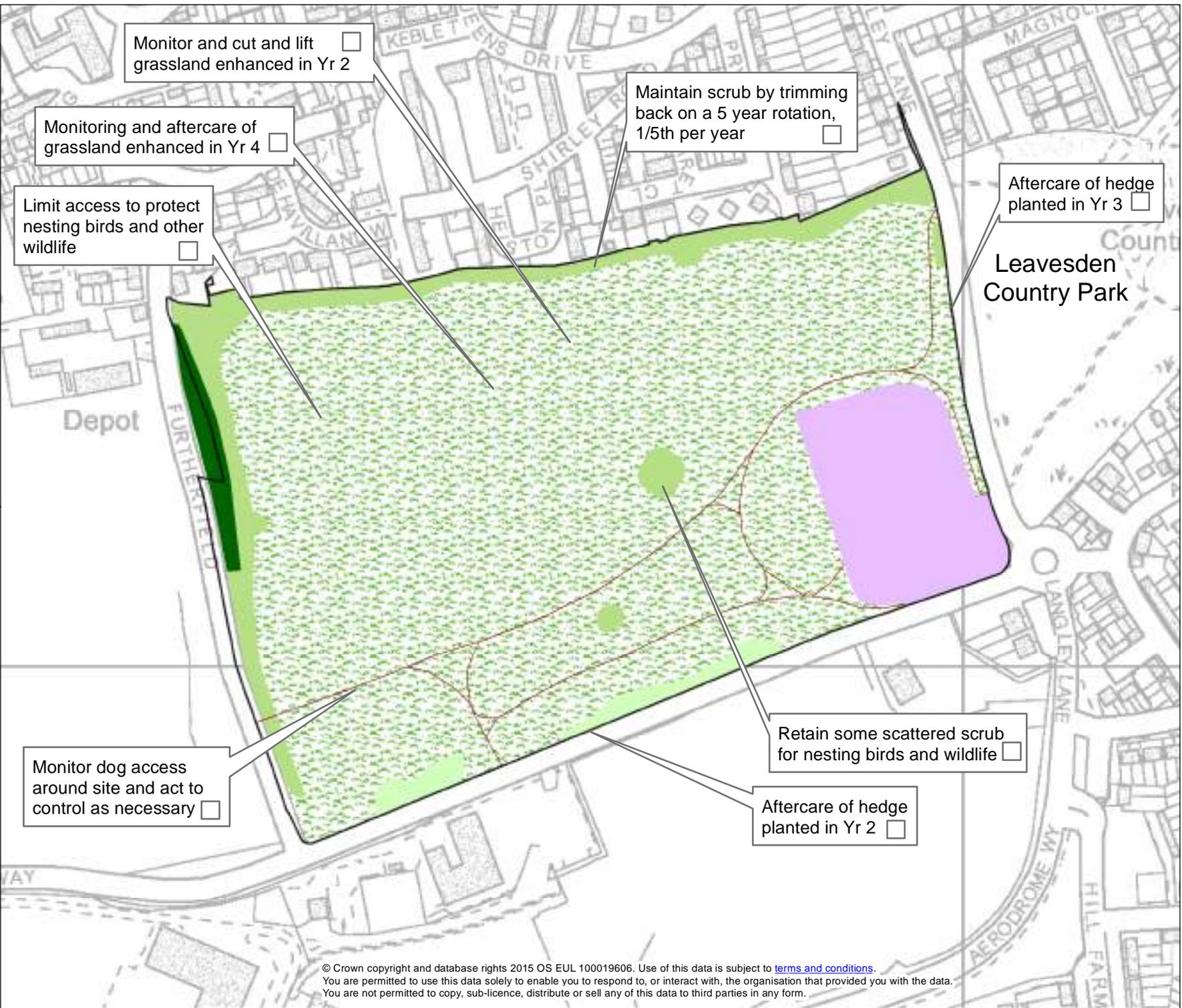
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## YEAR 5 ACTION PLAN 2019 – 20

Action	Obj. Ref	When	Responsibility	Funding	Est. Cost	Spec. Ref	Status
Aftercare of grassland enhanced in year 4.	E2	Summer / Autumn	TRDC, Contractors	TRDC	TBC	8.1	
Rotational cut and lift management of rest of grassland.	E2	Late summer	TRDC, Contractors	TRDC	TBC	8.1	
Continue rotational management of boundary scrub on a 5 year rotation	E4	Winter	TRDC, Contractors	TRDC	TBC		
Monitor dog access around site and act to control as necessary	E3	Ongoing	TRDC	TRDC	Officer time		

# The Horsefield Greenspace Action Plan Year 5



Monitor and cut and lift grassland enhanced in Yr 2

Maintain scrub by trimming back on a 5 year rotation, 1/5th per year

Monitoring and aftercare of grassland enhanced in Yr 4

Aftercare of hedge planted in Yr 3

Limit access to protect nesting birds and other wildlife

Leavesden Country Park

**key**

- Horsefield Site Boundary
- Access Routes
- Woodland
- Scattered Scrub
- Scrub
- Grassland
- Play Area

Monitor dog access around site and act to control as necessary

Retain some scattered scrub for nesting birds and wildlife

Aftercare of hedge planted in Yr 2

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**THREE RIVERS DISTRICT COUNCIL**

Countryside Management Service

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**YEAR 6-10 ACTION PLAN 2020 – 25**

<b>Action</b>	<b>Obj. Ref</b>	<b>When</b>	<b>Responsibility</b>	<b>Funding</b>	<b>Est. Cost</b>	<b>Spec. Ref</b>	<b>Status</b>
Yr 6 - Cut, scarify & seed with wild flowers final 1/3 <sup>rd</sup> of grassland. Aftercare the following year	E2	Autumn	Contractors	TRDC	TBC	8.1	
Annual - Rotational cut and lift management of grassland	E2	Summer / Autumn	TRDC, Contractors	TRDC	TBC	8.1	
Annual - Continue rotational management of boundary scrub on a 5 year rotation	E4	Winter	TRDC, Contractors	TRDC	TBC		
Annual - Monitor dog access around site and act to control as necessary	E3	Ongoing	TRDC	TRDC	Officer time		

## **8. Specifications**

### **8.1 Creation of diverse tussocky grassland**

Enhancement of the grassland to be carried out in phases, a) to retain areas of long grass for wildlife and b) to allow for initial monitoring to ensure the work is successful and cost effective. The enhancement work is therefore to be carried out on one third of the grassland at a time, allowing at least two years until the next phase of work.

#### *Ground preparation*

Cut the existing vegetation as close to the ground as possible in autumn. Rake off and remove from site. Scarify the ground with a harrow or similar to create areas of bare soil.

#### *Sowing*

Sowing is best done in the autumn, immediately following ground preparation. The seed must be sown onto the surface and can be applied by machine or broadcast by hand, dependent on the size of the area to be sown. Do not cover the seed, instead firm in with a roller to give soil/seed contact.

#### *Aftercare*

Most meadow species are perennial and will be slow to germinate and will not usually flower in the first growing season. There may be a flush of annual weeds from the soil in the first growing season. If so, this can be controlled by topping or mowing. Arisings should be removed if they are not dispersed by cutting.

The main cut in the first growing season should be in mid-summer (July), and cuttings should be removed. This cut will reveal the developing meadow mixture and give it the space it needs to develop. Then mow once or twice up until the end of November, dependent on rate of growth, to encourage development of the young plants. Mow with a rotary flail or other suitable mower to 40-75mm. Aim to leave the grass short through winter. If any cut produces significant quantities of material this should be removed.

#### *Management once established*

In subsequent years, aim to establish and maintain tussocky grassland. To achieve this, cut the whole site on a 3 year rotation in autumn (September / October), cutting a third of the grassland every year. Remove the cuttings, ideally leaving them to dry out for a week and drop any remaining seed before collecting.

### **8.2 Hedge planting**

#### *Preparation*

Careful planning is required in order to establish a healthy hedge. Consideration should be given to existing ground vegetation and the general condition of the ground along the proposed hedge line. It is recommended that the existing vegetation growth is flailed or strimmed and that any

remaining weeds and grasses are sprayed with a suitable herbicide prior to planting. This will provide a clean bed for the plants, improve the quality of the planting and reduce weed growth during the following spring and summer.

### *Planting*

Planting of bare rooted whips, can take place between November and the end of February, but is ideally done before Christmas. Use plants approx 45-60cm in height. Plant four to six plants per metre in two staggered rows 30cm apart. Notch plant bare-rooted stock, insert the supporting cane approx 25cm into the ground, alongside the plant, and wrap the clear spiral guard around both the plant and the cane. Pit plant Holly and protect with tree tube and supporting stake.

Prior to and during planting, always keep plants in bags to prevent roots drying out. Bags should be stored under cover. Heal plants in the ground for storage if unable to plant within two weeks of collection. When planting, ensure the roots of plants are firmly healed into ground to avoid air pockets. Tree protection should be securely fitted as per manufacturer's recommendations.

Once planted, apply a mulch of well-rotted manure or equivalent along the length of the hedge. The mulch should be the width of the hedge plus 0.5m either side. This will help retain moisture and reduce competition from weeds. Take care to leave a collar of 10cm (4in) around the woody stems that is free of mulch, to prevent the risk of rotting to the bark.

When planting bare-rooted stock it is not unusual for natural losses to occur. Always budget for a small percentage of failures to be replaced ('Beat-up') in the first two years following planting.

### *Aftercare*

Weeds and other vegetation intercept water before it reaches the roots of newly planted trees and shrubs. Weed competition to the base of plants must therefore be eradicated during the first three growing seasons. In addition to application of the mulch, this may be done by chemical means or by hand weeding / hoeing. Lack of weeding is the biggest single killer of young planted trees.

Count losses to be replaced in the summer following planting when the plants are in leaf. Mark the planting station where a replacement is required. This makes losses easier to identify in the winter when all plants have shed their leaves.

Check at least twice a year that protective sundries are securely fitted, such as spirals and canes, tubes and stakes. Replace where necessary. Protection should be maintained for at least 5 years.

Replace trees and hedging plants during the following winter period.

### **8.3 Halo Thinning in Woodland**

Although the woodland is small and narrow, the species composition is quite diverse. The emphasis will be to halo thin broadleaves identified for long term retention, releasing trees from dense shading by selective thinning of adjacent trees. Most of the species involved can be left to regrow as coppice, thus providing / retaining a lower storey to the woodland. Care will be taken as sudden exposure to open conditions can cause water stress and result in wind damage.

If necessary, competitive species such as Bracken and Bramble within newly opened areas will be managed by regular cutting. This will be completed by skilled staff using strimmers. This technique ensures that areas of sensitive ground flora and even individual plants such as ferns can be retained. Areas of low growing Bramble can be cleared at any time of the year, larger Bramble stands will not be cleared until outside of the nesting period. Some areas of Bramble along the woodland edge will be retained to provide cover for small mammals and a nectar source for a range of invertebrates.

To ensure the protection of breeding birds, felling operations will be completed outside of the recognised bird breeding season, 1<sup>st</sup> March – 31<sup>st</sup> October.

### **8.4 Coppicing**

There is some old hazel coppice in the wood which would benefit from re-coppicing if it can be allowed sufficient light to regenerate well. It could therefore be considered at the same time as adjacent halo thinning. This work may be suitable for volunteers.

For hazel, cut to a few inches above ground level. Cuts to be left neat with no ragged edges. Cuts to slope away from the centre of the plant where possible. Protect regrowth from grazing animals.

### **8.5 Deadwood**

Where possible, and where not a threat to public safety, standing and fallen deadwood should be retained in the small area of woodland and in / under any mature trees on the site. Aim for a minimum of 20m<sup>3</sup> /ha or 5 –10% of the average stand volume across the whole woodland area.

Retained deadwood should reflect the requirements of any species likely to be important to the site, and deadwood from each of the tree species present should be retained. Deadwood should preferably be retained where it has fallen, but if this is not practical it should be stacked in a sheltered site.

Bug hotels using dead wood can be created and placed at various locations around the site, to benefit species such as Red Mason Bee.

Dead trees should be pollarded or monolithed if safety is an issue.

**THE HORSEFIELD  
GREENSPACE ACTION PLAN  
2015 - 2025  
APPENDICES**



## **APPENDICES**

### **Appendix 1: Contacts for the Horsefield**

### **Appendix 2: Wider context: Policies and Strategies that relate to the country Park**

Strategic Plan

Community Strategy

The Three Rivers Local Plan

County Biodiversity Action plan

Additional Three Rivers District Council policies

### **Appendix 4: Health and Safety**

Sample risk assessment

### **Appendix 5: Environmental Information**

Grounds maintenance contract

Phase 1 Habitat Survey

## **Appendix 1: Contacts for the Horsefield**

Kay Fitzgerald – Biodiversity Projects Officer - Three Rivers District Council  
01923 776611

[Kay.fitzgerald@threerivers.gov.uk](mailto:Kay.fitzgerald@threerivers.gov.uk)  
[www.threerivers.gov.uk](http://www.threerivers.gov.uk)

Julie Hughes – Principle Landscape Officer -Three Rivers District Council  
01923 776611

[Julie.hughes@threerivers.gov.uk](mailto:Julie.hughes@threerivers.gov.uk)  
[www.threerivers.gov.uk](http://www.threerivers.gov.uk)

Damien Weller – Park Ranger – Three Rivers District Council  
01923 776611

[Damien.weller@threerivers.gov.uk](mailto:Damien.weller@threerivers.gov.uk)  
[www.threerivers.gov.uk](http://www.threerivers.gov.uk)

Countryside Management Service  
01992 588433

[Northeast.cms@hertfordshire.gov.uk](mailto:Northeast.cms@hertfordshire.gov.uk)  
<http://www.hertslink.org/cms/>

Abbots Langley Parish Council  
01923 265139

[www.abbotslangley-pc.gov.uk](http://www.abbotslangley-pc.gov.uk)

## **Appendix 2: Wider context: Policies and Strategies that relate to the Horsefield**

TRDC is continually working towards achieving the aims and objectives of a number of strategies and policies. The overall vision of Three Rivers District Council is:

*Three Rivers should remain a prosperous, safe and healthy place where people want and are able to live and work.*

### Strategic Plan

The Council's Strategic Plan brings together the high level, medium-term and long-term objectives which the Council considers its priorities for the District and focuses on those areas where the Council has a lead role, or can play a key part in delivering or influencing the outcomes. The management of the Horsefield aims to meet the overarching themes within the Council's Strategic Plan of:

- *Safety and Wellbeing* – we shall work with partners to make the district a safer place and we shall provide a safe and healthy environment.
- *Clean and Green* – we want to provide equal access to services and facilities for the public within the district and surrounding area and in particular address the needs of vulnerable residents such as elderly, disabled and young people. In addition, we want to maintain a high quality environment and reduce the eco-footprint of the district.
- *Economic Opportunities* – we shall work in partnership to promote the economic prospects for all our communities.
- *Customer Service* – we shall deliver services to a standard that meets the needs and expectations of all of our customers and provides exemplary value for money.

There are many strands of the Strategic Plan that the Horsefield helps fulfil. For example:

1.1: We will work with partners to make the District a safer place

1.2: We will provide a safe and healthy environment

2.1: We want to maintain a high quality local environment and reduce the eco-footprint of the District

4.1: Customers - We will deliver services to a standard that meet the needs and expectations of all of our customers

The full Strategic Plan can be viewed at:

<http://www.threerivers.gov.uk/Default.aspx/Web/StrategicPlan>

Links to Local Plan and its associated documents can be found at:

<http://www.threerivers.gov.uk/Default.aspx/Web/LocalDevelopmentFramework>

A number of further strategies sit beneath the Council's Strategic Plan, the most important and significant, in relation to the Horsefield being:

### **Community Strategy**

The Community Strategy has been developed by members of the Local Strategic Partnership in Three Rivers which works to improve the quality of life for people of the district by working in partnership to ensure Three Rivers is safe, healthy and prosperous and somewhere people want and are able to live, work and visit.

The purpose of the strategy is to focus the attention of representatives from key service providers (public, voluntary and private) on areas of local service provision that need most improvement and that can be delivered through local partnership working.

The priorities identified in the strategy are:

- Children and young people's wellbeing
- Health and disability
- Adult skills and employment
- Affordable housing
- Crime and antisocial behaviour

The full Community Strategy can be downloaded from:

<http://www.threerivers.gov.uk/Default.aspx/Web/LocalStrategicPartnership>

### **The Three Rivers Local Plan**

The Three Rivers Local Plan provides a framework for guiding, managing and facilitating development within the Three Rivers district. The document includes policies which relate to aspects of the Country Park.

The Local Plan can be viewed at:

<http://www.threerivers.gov.uk/Default.aspx/Web/The-Local-Plan>

### **County Biodiversity Action Plan (revised 2006)**

In 1998, as Hertfordshire's response to the national biodiversity planning process, a 50 year vision for the wildlife and natural habitats of the county was prepared on behalf of the Hertfordshire Environmental Forum by the Hertfordshire and Middlesex Wildlife Trust. This represented the first Biodiversity Action Plan (BAP) for the county and identifies those species and habitats which are a conservation priority and provides valuable information on the county's natural assets.

### **Additional Three Rivers District Council Policies**

Further policies which are relevant to the Country Park are:

### **Woodland Management Plan**

<http://www.threerivers.gov.uk/Default.aspx/Web/WoodlandsManagementPlan>

Community Safety Strategy

<http://www.threerivers.gov.uk/Default.aspx/Web/CommunitySafety>

Procurement Strategy

<http://www.threerivers.gov.uk/Default.aspx/Web/CouncilPoliciesPlans>

Safeguarding Children, Young People and Vulnerable Adults Policy

<http://www.threerivers.gov.uk/Default.aspx/Web/CouncilPoliciesPlans>

Value for Money Strategy

<http://www.threerivers.gov.uk/Default.aspx/Web/CouncilPoliciesPlans>

Green Travel Plan

<http://www.threerivers.gov.uk/Default.aspx/Web/CouncilPoliciesPlans>

## Appendix 3: Health and Safety

### Risk Assessments



## RISK ASSESSMENT

Site Location: District Date of issue:	Date of last assessment: 03/03/2008		
Activity/Situation : <b>Hand mowing steep banks</b>	Assessment review date: 03/03/2009		
	Assessment carried out by: Steve Devine		
	Signed:		

Ref.: No	HAZARD	RISK(S)	PERSON EXPOSED TO RISK	CURRENT CONTROLS	CURRENT RISK			FURTHER ACTION REQUIRED	
					H	M	L	Yes	No
1	Steep banks making mowing difficult	Falling, slipping, losing control of mower, coming into contact with blades	E/Con/Pub	Operatives are advised that all PPE must be worn at all times ( as PPE is supplied by TRGM), also to ensure that boots have Good grip, and to ensure they do not use mowers on banks over 35° as per manufacturers instructions.		/			/

E = Employee  
 Pub = Public  
 YP = Young Person  
 Vis = Visitor  
 Con = Contractor

} Persons Exposed to risk

## RISK ASSESSMENT

Site Location: District Date of issue:
---

Date of last assessment:	03/03/2008		
Assessment review date:	03/03/2009		

Activity/Situation :
<b>Strimming long grass/vegetation</b>

Assessment carried out by:	Steve Devine		
Signed:			

Ref.: No	HAZARD	RISK(S)	PERSON EXPOSED  TO RISK	CURRENT CONTROLS	CURRENT RISK			FURTHER ACTION REQUIRED	
					H	M	L	Yes	No
1	Flying debris including animal waste	poisoning, lacerations	E/Con/Pub	All operatives are advised that PPE must be worn (as PPE is supplied by TRGM) also advised to walk area before starting to identify any possible problems	/				/
2	filling of trimmers	petrol spillage,	E/Con/Pub	all operatives to be trained in safe usage of petrol etc		/			/
3	weight of trimmer	back strains	E/Con	All operatives receive training in manual handling (M/H training is provided by TRGM)					
				All operatives are advised to never work over shoulder height.					
4	Noise	ear damage	E/Con	Operatives advised that PPE must be worn at all times including ear defenders(as PPE is supplied by TRGM)		/			/

## Appendix 4: Environmental Information.

### Grounds maintenance contract

Relevant extract from the TRDC Grounds Maintenance Contract in relation to litter, cleanliness and vandalism at the Horsefield

#### F38.2 Cleanliness Standards are:

Grade A	No litter, debris or unwanted vegetation.
Grade B	Predominantly free of litter, debris or unwanted vegetation, apart from small items and accumulations.
Grade C	Widespread distribution of litter, unwanted debris and vegetation with minor accumulations.
Grade D	Heavily littered with significant accumulations of litter, unwanted debris and/or vegetation.
Grade E	Fly Tipping. Dumped material - household, commercial or industrial.

38.3 The standard of cleanliness required is:

All children's play areas classified as zone 1; all other locations classified as Zone 2.

Should any Location fall to Grade B or below then it must be returned to Grade A standard within the timescales in F38.4.

#### F38.4 Timescales for restoring levels of cleanliness

Depending on the grade of "uncleanness" there is a time limit for returning the area to Grade A, as shown in the following chart.

Zone	Grade				
	A	B	C	D	E (Fly-Tipping)
<b>Zone 1</b> - Inside play areas.		6 hours	3 hours	1 hour	2 hours
If standard falls between 8pm and 6am		by 8 am	by 8 am	by 8 am	by 8 am
<b>Zone 2</b> - all other parks.		12 hours	6 hours	3 hours	3 hours
If standard falls between 8pm and 6am					by 8 am

The response times for Zones 3, 4, 5, 6 & 7 will be 24 hours, except on Sundays.

- 38.5 Contractor must remove and dispose of all arisings in accordance with F57.
- 38.6 The contractor will be expected to carry out litter picks over the weekend in order to comply with this Code of Practice. Not all areas will require weekend litter picks, but areas which currently do so, are The Aquadrome, Oxhey Playing Fields (skate park & Multi-sports area); King George V playing fields (multi-sports area, youth shelter and skate boarding area); Leavesden Country Park, Barton Way Play area; Scotsbridge skate park area and Croxley Green Skate Park, however this list is not inclusive. The cost of carrying this out must be included within the tender submission.
- 38.7 In addition to the above, the contractor is expected to provide 'out of hours' emergency cover to ensure that any area which falls below a Grade B on a weekend, or bank holiday is returned to Grade A within the time period specified in F43.4.
- 38.8 Where the Contractor, in the course of providing the Service, encounters hazardous materials, the Authorised Officer must be informed immediately. The Contractor shall also inform the Authorised Officer, where possible, of the nature of the hazardous material and also of any assistance it is able to make to deal with it.
- 38.9 There may be occasions when the Contractor will be required to remove hypodermic needles and other items deemed to be Clinical Waste categorised Group A, B or E waste by the Health and Safety Executive. Collection and disposal methods must comply with all legislation and codes of practice and be agreed by the Authorised Officer before any the Contract commences. No additional payments will be made for this service.
- 38.10 Graffiti shall be removed in accordance with F47.

**F39 ILLEGAL DUMPING - (FLYTIPPING)**

- 39.1 Any flytipping or accumulation of waste material on any areas covered by this Contract, including Local Nature Reserves and Woodland sites, which, in the opinion of the Authorised Officer, is less than 5 cu m in volume shall be removed and disposed of by the Contractor as part of the normal Service and no additional payment shall be made.
- 39.2 The Contractor must notify the Authorised Officer of the Location and details of any fly tipped materials or accumulation of waste material which is greater than 5 cu m in volume. The Contractor will be required to remove and dispose of these materials. The cost of removals of such accumulations will be on a Dayworks basis.
- 39.3 The Authorised Officer must be notified, by the next working day, of any flytipping or accumulation of waste material which cannot be

removed by hand shall be removed and disposed of by the Contractor without additional mechanical means.

#### **F40 REMOVAL OF LITTER FROM SHRUB AND FLOWER BEDS**

- 40.1 The Contractor must remove all litter from rose, shrub and flower beds.
- 40.2 The Contractor must take due care when removing litter from shrub and flower beds. Should the Contractor cause damage to any plant in the shrub or flower beds, in the opinion of the Authorised Officer, the Contractor will be required to bear the cost of any rectification and or replacement.

#### **F41 CLEANING OF OFFICIAL NOTICES**

- 41.1 Official Notice Boards are situated at or near the entrance to playing fields. The display face, backs and supporting columns or poles of Official Notice boards must be totally cleaned so as to leave no residual foreign material twice each year.
- 41.2 Care must be taken not to damage the surface of notices during cleaning. Only clean water and detergent or a cleaning agent previously approved by the Authorised Officer must be used. All arisings must be disposed of in accordance with F57.
- 41.3 The Authorised Officer must be notified if any board becomes illegible.
- 41.4 Graffiti must be removed from noticeboards as it occurs.

#### **F42 DEFECTIVE LITTER BINS, ANIMAL EXCREMENT BINS, AND NOTICES**

- 42.1 The Contractor must notify the Authorised Officer of any broken or missing litter bins, animal excrement bins or damaged official notices or any defects to these no later than the next working day. Where the damage is such that it represents a real or potential hazard to the Location users the Contractor must make the Location safe.

#### **F43 LEAF/BLOSSOM/FRUIT FALL**

- 43.1 All accumulations of leaf/blossom/fruit fall must be cleared and removed as necessary to maintain the specified standard of cleanliness required under this Contract, regardless of the source of the materials. The Contractor should allow for seasonal leaf or blossom fall in the Operational Details. No additional payments will be made for this work.
- 43.2 The Annual Sums must include for all costs associated with ensuring that playing fields and internal roads and footpaths are kept free of

fallen leaves/ blossom/fruit. This work must be completed within the respective leaf/blossom/fruit fall season.

- 43.3 In order to prevent a hazard to pedestrians and vehicles due to leaf and blossom fall, the Authorised Officer may instruct the Contractor to remove leaf/blossom/fruit fall from hard surfaces within a specified time period.

#### **F44 LITTER BIN EMPTYING**

- F44.1 Litter bins must be emptied to ensure no litter bin overflows, or more frequently where the Authorised Officer considers there to be a recurring Public Health Nuisance. All litter, boxes, bags, spillage around bin to be collected and removed at the time of emptying.
- F44.2 All arisings must be disposed of in accordance with F57, with plastic bottles, and cans being recycled separately where this is considered reasonable by the Authorised Officer.
- F44.3 Contractor must keep all litter bins in a clean condition by washing and disinfecting all litter bins at least once every three months.
- F44.4 The Authority may decide to install additional litter bins in any location and if this is done the Contractor will be required to empty and cleanse these bins at a frequency approved by the Authorised Officer and payment will be at the appropriate rate in the Schedules of Rates.
- F44.5 Subject to the agreement of the Authorised Officer the Contractor may supply and fix plastic bags to bins as removable liners, but at no extra cost to the Authority.

#### **F45 EMPTYING DOG FAECES BINS**

- F45.1 The Contractor must empty and dispose of the contents of dog faeces bins and any material left around them and dispose of the waste to a site directed by the Waste Disposal Authority (Hertfordshire County Council). The contractor must also disinfect them to ensure that they are permanently serviceable for their intended use. The Contractor is also required to provide and fit replacement black plastic bag liners after each cleansing operation.
- F45.2 The Contractor must empty the bins at least once per week and more frequently if necessary to ensure that no dog faeces bin overflows.

Relevant extract from the TRDC Grounds Maintenance Contract in relation to the location of bins, waste storage and recycling (including composting) within the Country Park.

F44.2 All arisings must be disposed of in accordance with F57, with plastic bottles, and cans being recycled separately where this is considered reasonable by the Authorised Officer.

F44.4 The Authority may decide to install additional litter bins in any location and if this is done the Contractor will be required to empty and cleanse these bins at a frequency approved by the Authorised Officer and payment will be at the appropriate rate in the Schedules of Rates.

## **F57 WASTE MANAGEMENT**

57.1 It is the Council's policy and intention to recycle that largest proportion of natural materials as possible.

57.2 The Contractor is therefore required to submit proposals for the methodology and procedures to be adopted for the reuse, removal and disposal of all arisings relating to the Service, to the Contract Administrator for review, prior to Contract implementation, which, if accepted, will thereafter form part of this Specification.

57.3 It is the Council's intention that on site composting sites will be identified for the composting of green waste arising from operations at these sites only, and that these will be put in place prior to the commencement of the contract at the following sites:

- i) Rickmansworth Aquadrome
- ii) Leavesden Country Park
- iii) Chorleywood House Estate
- iv) South Oxhey Playing Fields

It should be noted however that these will not be large enough to take arisings from cut and lift operations.

57.4 The contractor is to take all reasonable precautions to prevent excavated soil, rubbish, surplus materials and similar arisings for the Service being dumped on any areas, other than recognised and Contract Administrator approved tipping areas.

The burning of waste on any sites is not permitted under any circumstances.

57.5 Weeds and roots, leaves, cleared trees and bushes, wood chippings, grass cuttings (except where cut and lift operations result in saleable hay crop), prunings and thinnings etc are to be kept free from contaminants and taken to recognised, appropriately licensed and Contract Administrator approved disposal sites for composting. The Contractor is to be responsible for all costs in connection therewith.

57.6 In line with the Council's intention to recycle the greatest quantity of waste products, the Council may wish certain Green Waste products to be disposed of separately, i.e. yew clippings.

- 57.7 All prices will be deemed to include transport and disposal costs and no additional payments will be made to the Contractor regardless of distance travelled or disposal costs.
- 57.8 The Contractor will be responsible for obtaining permission, should this be necessary, to tip arisings collected under this Contract.
- 57.9 The Contractor must be licensed to transport waste at all times during the contract period.

Litter / dog waste bins will be located at key locations within the Horsefield, such as on main paths. If waste becomes problematic in any particular location then new bins may be installed, where practicable.