

APPENDIX 1

HARROW COUNCIL

ENVIRONMENT AND ECONOMY SUB-COMMITTEE

SEPTEMBER 2005

REVIEW OF PUBLIC GREEN SPACES – SCOPE

1	SUBJECT	Public Green Spaces
2	COMMITTEE	Environment and Economy Sub-committee
3	REVIEW GROUP	Cllr Ray Arnold (Chair) Cllr Ann Whitehead Cllr Joyce Nickolay Cllr Adrian Knowles Cllr Mano Dharmarajah Cllr Thaya Idaikkadar Don Goff (Harrow Sports Council) Mic Sayer (Harrow Rec Users Association) John Palmer (Harrow Agenda 21)
4	AIMS/ OBJECTIVES	<ol style="list-style-type: none">1. To suggest improvements to access arrangements for Harrow's public green spaces.2. To increase community involvement in the development of public green spaces.3. To encourage the principles of biodiversity (the practice of protecting and nurturing the variety of species within a particular area) and conservation.
5	MEASURES OF SUCCESS OF REVIEW	<ol style="list-style-type: none">1. Incorporation of review group recommendations into Harrow's strategies for public green spaces.2. Improved awareness amongst residents of the opportunities for recreation provided by public green spaces.3. Better public perception, leading to Improved participation and consultation by and with residents (especially ethnic minorities) in the development of public green spaces.4. Development of environmental education aimed at providing the public with ways of learning about nature, wildlife and wilderness.5. Effective, workable ideas as to how conflicts of use between users of parks and open spaces (and users and the natural environment) can be managed.
6	SCOPE	To examine, with reference to the three themes of access, community involvement and biodiversity (see "Aims and Objectives" above), the following: <ol style="list-style-type: none">1. Existing strategy and consultations – consideration of the

		<p>Interim Sports, Recreation and Open Spaces Strategy, Green Belt Management Strategy, and consultation work already being carried out by the Urban Living Directorate.</p> <ol style="list-style-type: none"> 2. Benchmarking – examining examples of best practice in neighbouring boroughs. 3. Facilities – the use of pavilions, provision of other spaces for use, the merits of “themeing” certain parks, concentrating resources for certain activities in particular areas. 4. Security arrangements – the presence of parks staff on sites, the use of CCTV, 5. Cycling (in parks and the green belt). 6. Wildlife and nature – encouraging wildlife and developing conservation through the creative use of wilderness in more urban areas. 7. Bookings – arrangements for booking sports pitches and applying for allotments. <p>The group will concentrate on those parks which the Council has described as “destination parks” (larger parks to which people travel from further area which provide more in the way of facilities and recreational opportunities).</p> <p>The review will not cover allotments generally, indoor sports facilities or “fear of crime” (except when carried out jointly with the relevant review group).</p>
7	CORPORATE PRIORITIES	<p>The review will contribute towards delivering the following of Harrow Council’s 2005/2006 Corporate Priorities:</p> <p>Putting Harrow on the map Valuing Harrow’s customers Impact through Harrow’s partnerships Strengthening Harrow’s communities</p>
8	REVIEW SPONSOR	Lynne McAdam, Service Manager, Scrutiny
9	ACCOUNTABLE MANAGER	Andrew Trehern
10	SUPPORT OFFICER	Ed Hammond
11	ADMINISTRATIVE SUPPORT	N/a
12	EXTERNAL INPUT	Stakeholders, public, other Local Authorities, experts, assessors, other partners.
13	METHODOLOGY	<p>Desktop research: current strategies, Audit Commission reports, consultants’ reports, best practice nationally.</p> <p>Individual discussions with Urban Living officers.</p> <p>Group visits to public green spaces maintained by other authorities.</p> <p>Joint meeting with “fear of crime” review group.</p>

		Relevant evidence from focus groups and consultation exercises being carried out by Urban Living. Meetings with other stakeholders.
14	EQUALITY IMPLICATIONS	The Group will be recommending ways to ensure open access to public green spaces for all potential users.
15	ASSUMPTIONS/ CONSTRAINTS	Group / officers must be able to effectively engage local residents and get results which can be fed into strategic plans. Resources of Members, Directors, and officers (Urban Living and Scrutiny)
16	TIMESCALE	Evidence collection September – December 2005 Draft report – December/January 2006 Final report – March 2006
17	RESOURCE COMMITMENTS	To be identified. Will depend upon visits, meetings, consultation events etc.
18	REPORT AUTHOR	Scrutiny Officer with Group.

OUTLINE PROJECT PLAN

Activity	Member Input <i>Who is involved?</i> <i>Estimated time commitment</i>	Officer Resource <i>Who is involved?</i> <i>Estimated time commitment</i>		When	Lead Person
Pre-scope session	Review Group – 4 hrs	Scrutiny Officer – 10 hrs Carol Yarde – 2 hr		July	EH
Finalise scope & obtain Sub-Committee endorsement	Cllr Arnold and Members – 2 hrs	Scrutiny Officer – 2 wk Carol Yarde – 4 hrs Andrew Trehern – 1 hr		Sept 26	RA
Research/Preparation Period/Desk top data gathering	Cllr Arnold - 2 hrs	Scrutiny Officer – 6 weeks		Aug / Sept	EH
Meetings/Witnesses/ Visits (specify) <ol style="list-style-type: none"> 1. Best practice visit to Ealing, Brent and Hillingdon. 2. Visits to Canon’s Park, Harrow Rec, Newton Ecology Park (all Harrow) Meetings <ol style="list-style-type: none"> 1. Regular review group meetings 2. Focus groups (joint with Urban Living) 3. Fear of crime (joint) – joint meeting to discuss security/ASB considerations. 	<p>Group – 6 hrs</p> <p>Group – 4 hrs</p> <p>Group – 14 hrs</p> <p>Group – 3 hrs</p> <p>Group – 3 hrs</p>	<p>Scrutiny Officer – 10 hrs</p> <p>Scrutiny Officer – 6 hrs</p> <p>Scrutiny Officer – 2 wks</p> <p>Scrutiny Officer – 10 hrs</p> <p>Scrutiny Officer – 1 wk (x2)</p>		<p>Sep</p> <p>Sep</p> <p>Oct</p> <p>Nov</p>	<p>EH</p> <p>EH</p> <p>EH / RA</p> <p>EH / TT</p> <p>EH / HS</p>
Collation & evaluation of data/evidence	Group, 10 hrs	Scrutiny Officer, 2 wks		Nov / Dec	RA
Review Group determines thrust of report	Group, 4 hrs	Scrutiny Officer, 1 wk		Dec	RA

Activity	Member Input <i>Who is involved?</i> <i>Estimated time commitment</i>	Officer Resource <i>Who is involved?</i> <i>Estimated time commitment</i>	When	Lead Person
Draft report	Cllr Arnold, 2 hrs	Scrutiny Officer, 1 wk	Dec / Jan	EH
Review Group agrees early draft of report	Group, 2 hrs	Scrutiny Officer, 2 hrs	Jan	RA
Early draft report to accountable manager for confirmation of factual accuracy	-	Scrutiny Officer, 5 hrs Andrew Trehern, 5 hrs	Jan	EH
Review Group's informal discussions of report with Head of Service/Director (or NHS body if appropriate)	Group, 3 hrs	Scrutiny Officer, 3 hrs Andrew Trehern, 3 hrs	Jan	RA
Briefing on report to Portfolio Holder	Portfolio Holder, 2 hrs Cllr Arnold, 2 hrs	Scrutiny Officer, 2 hrs	Jan	RA
Review Group sign off report & refer to Sub-Committee for information/approval	Group, 2 hrs Sub – 30 mins	Scrutiny Officer, 2 hrs	Jan	RA
Review Group's presentation of report to CMT	Cllr Arnold, 2 hrs	Scrutiny Officer, 1 hr	Feb	RA
Final report of Group to O&S/Sub-Committee for approval (if necessary)	Sub – 30 mins	Scrutiny Officer, 4 hrs	Mar 9	RA / AB
Consider if there is a need to publicise report findings	Cllr Arnold – 1 hr	Scrutiny Officer, 1 hr Cllr Arnold, 1 hr	Mar	RA
Final report published & referred to Executive for consideration (Cabinet/Portfolio Holder/Directorate – depending on issues/ recommendations)	Cllr Arnold Portfolio Holder	Scrutiny, 5 hrs Urban Living, 5 hrs	Mar	RA
Evaluation of review process	Cllr Arnold, 5 hrs	Scrutiny Officer, 5 hrs	Mar	RA / AB

Activity	Member Input <i>Who is involved?</i> <i>Estimated time commitment</i>	Officer Resource <i>Who is involved?</i> <i>Estimated time commitment</i>		When	Lead Person
	Cllr Blann, 5 hrs				
Follow up/Monitoring of outcomes	Cllr Arnold Sub	Scrutiny Officer		Mar (ongoing)	RA
TOTALS excludg scoping	74 hrs	(approx) Scrutiny Officer - 15 weeks			

Contact : Ed Hammond, Scrutiny Unit, Harrow Council

Background Papers

Strategic Leisure Consultants: Assessment of Quantity, Quality and Access

Interim Sports, Recreation and Open Spaces Strategy

Land Use Consultants: Green Belt Management Strategy (background findings)

Green Belt Management Strategy