

Service Level Agreement for Tower Hamlets Cemetery Park and Ackroyd Drive Greenlink

London Borough of Tower Hamlets and The Friends Tower Hamlets Cemetery Park 2016 to 2021

Park Furniture: Bins – x 44
 Dog waste bins – x 4
 Seating (4 seater) – x 20
 Seating (2 seater) – x 3
 Signage – x 6
 Map/interpretation panel – x 2
 Homemade interpretation panels – x 6
 Notice boards x 5

Each year we will review changes to anything in the SLA and mutually agree an addendum to the SLA during the life of the SLA.

Tower Hamlets Cemetery Park

Management and strategic development	Litter clearing THCP + Bins x 36	Development of grassland habitat	Development of improved safety and physical access	Promoting biodiversity	The Cemetery Park Lodge
11 meetings (min) per year (Trustee & Committee meetings)	1. Bins emptied, liner changed as required 2. Litter picking & bin monitoring 3. Repaint bins as required 4. Frequency of monitoring + Picking (Monday to Friday) Once a day Nov to March. Twice a day, April to October	<ul style="list-style-type: none"> ◆ Clearance of invasive plants ◆ Wildflower planting ◆ Some edges trimmed for annual Open Day ◆ Meadows cut (some in rotation to preserve biodiversity) ◆ Main grass cut and removal carried out by an external contractor (current cost £6k) 	<ul style="list-style-type: none"> ◆ Path maintenance and upgrade as required ◆ Path-side vegetation management ◆ Resurface footpaths as required. Paths re-surfaced with recycled sharp sand or crushed concrete fines ◆ Signage maintenance (graffiti + cleaning) 	<ul style="list-style-type: none"> ◆ Clearance of invasive plants. ◆ As part of diversifying the Cemetery Park we will carry out: ◆ New tree planting ◆ Bulb planting ◆ Wildflower planting ◆ In March we will report on numbers and further details on new tree, bulb and wildflower planting carried out during the year. 	<p>See terms and heads of lease TBC</p> <p>We don't know when it'll be ready, but before we take occupancy we need to clarify roles, responsibilities and expectations</p>

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Tree Work	Green Waste	Green Flag	London in Bloom	Flytipping
<p>Twice yearly: inspection of trees along main paths. To be carried out in February and August. Any H&S issues are reported to LBTH Tree Officer for resolving.</p> <p>We will carry tree work that FoTHCP are suitably equipped and trained to perform.</p> <p>Much tree work, mainly sycamore at present, is desirable to protect monuments vulnerable to uncontrolled tree fall, and at the same time improve biodiversity. In recent years the FoTHCP have funded this through successful grant applications. Can the LBTH apply any resources to this?</p>	<p>April to October move green waste to main composting area to minimize fire risk</p> <p>Process green waste in the most sustainable way.</p> <p>Hire Green waste Shredder annually to shred waste to compost</p> <p>Mature Compost is given away to schools, growing projects, landlords and private gardens</p> <p>Operational costs for green waste shredder + JCB hire, approx. £4.4k</p>	<p>January – submit application to Green Flag Community Award</p> <p>June/July – Judges Visit</p> <p>Produce a management plan which is annually reviewed</p>	<p>Take part in London in Bloom</p> <p>Prepare for Judges Visit</p> <p>Take judges around</p>	<p>If we're able to hold funds that are made available for cleaning up fly tipping we could take on some of this responsibility. We'd need the upper limit of our liability defined.</p>

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Scrapyard Meadow (Cantrell Road – running between Bow Common Lane and Knapp Road)

Litter clearing Scrapyard Meadow + Bins x 3	Development of improved safety and physical access	Scrapyard Meadow Maintenance + development	Chalk Labyrinth	Ponds x 2 + dipping platform	Promoting biodiversity	Volunteers
<p>Bins emptied, liner changed as required Litter picking & bin monitoring</p> <p>Repaint bins as required Frequency of monitoring + Picking (Monday to Friday)</p> <p>Once a day Nov to March. Twice a day, April to October</p>	<ul style="list-style-type: none"> ◆ Path maintenance and upgrade as required ◆ Path-side vegetation management ◆ Resurface footpaths as required. Paths resurfaced with recycled sharp sand or crushed concrete fines ◆ Signage maintenance (graffiti + cleaning) 	<ul style="list-style-type: none"> ◆ Clearance of invasive plants ◆ Wildflower planting ◆ Some edges strimmed for annual Open Day ◆ Meadows cut (some in rotation to preserve biodiversity) Main grass cut and removal carried out by an external contractor (current cost £6k) 	<p>Maintain grass elements of the labyrinth maze through mowing, weeding and path resurfacing</p>	<p>Hand weeding in Autumn</p> <p>Maintain and repair wooden dipping platform</p>	<ul style="list-style-type: none"> ◆ Clearance of invasive plants. ◆ As part of diversifying the Cemetery Park we will carry out: <ul style="list-style-type: none"> ◆ New tree planting ◆ Bulb planting ◆ Wildflower planting ◆ In March we will report on numbers and further details on new tree, bulb and wildflower planting carried out during the year. 	<p>800 volunteer days a year</p>

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Ackroyd Drive Greenlink (4 compartments, running between Bow Common Lane & Burdett Road. Excludes the allotments)

Important as a biodiversity green link between MEP and THCP and due to its high profile position opposite a social housing estate.

Litter clearing Ackroyd + Bins x 5 + x 3 dog foul bins	Development of grassland habitat	Promoting biodiversity	Development of woodland/hedge habitat	Development of improved safety and physical access	Volunteers
<p>Bins emptied, liner changed as required</p> <p>Litter picking & bin monitoring</p> <p>Repaint bins as required</p> <p>Frequency of monitoring + Picking- Twice a week</p>	<ul style="list-style-type: none"> ◆ Clearance of invasive plants ◆ Wildflower planting ◆ Some edges trimmed for annual Open Day ◆ Meadows cut (some in rotation to preserve biodiversity) <p>Main grass cut and removal carried out by an external contractor (current cost £6k)</p>	<ul style="list-style-type: none"> ◆ Clearance of invasive plants. ◆ As part of diversifying the Cemetery Park we will carry out: ◆ New tree planting ◆ Bulb planting ◆ Wildflower planting ◆ In March we will report on numbers and further details on new tree, bulb and wildflower planting carried out during the year. 	<ul style="list-style-type: none"> ◆ Clearance of invasive plants ◆ Wildflower planting ◆ Bulb planting ◆ Annual programme of maintain hedge and trees 	<ul style="list-style-type: none"> ◆ Path maintenance and upgrade as required ◆ Path-side vegetation management ◆ Resurface footpaths as required. Paths re-surfaced with recycled sharp sand or crushed concrete fines ◆ Signage maintenance (graffiti + cleaning) 	<p>400 volunteer days a year</p>

Notes: Report flytips for clearance and antisocial behavior by arch tenants, and local residents

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Duties carried out by the FoTHCP as a mission driven organisation beyond the agreed outcomes of the SLA. We'll do them as long as manpower and ability allows beyond the formal SLA obligations.

Interpretation	Promoting biodiversity	Forest School	Ponds x 5 + 3 x dipping platforms	Supporting an education service	Filming	Summer Fair
Build, install and maintain a network of at least 8 to 10 homemade interpretation panels, sharing stories of historical interest and natural interest	<ul style="list-style-type: none"> ◆ Data gathering through survey (Currently - Butterflies, spiders, beetles, birds and plants) ◆ Creation of new biodiversity features (e.g. log banks and ponds) 	<p>Provide a fee paying holiday club + ad hoc days through the year</p> <p>Maintain an outdoor classroom for year round FS use</p> <p>Support nurseries and primary schools to use THCP for FS and help create their own FS sites within their grounds.</p>	<p>Hand weeding in Autumn</p> <p>Maintain and repair wooden dipping platforms located either side of the Soanes Centre + Scrapyard meadows</p>	<p>Setpoint London East welcome 7000+ school children every year to THCP for National Curriculum linked workshops. We maintain and care for THCP to insure an safe and welcoming Park that is an attractive, and valuable resource to local schools,</p>	<p>20% of fees earned by TH Film Office are shared with FoTHCP.</p> <p>Work with film crews to provide onsite support and use of Soanes /Lodge if required</p> <p>Work with the Film Office to resolve issues where film companies wishes or actions may conflict with park integrity & usage</p> <p>Revenue 2014/15 - £?</p>	<p>Organise and host an annual family fun day in May to July</p> <p>Make application to LBTH Art and Events for permission</p> <p>Produce and maintain all relevant H & S relating to the event</p> <p>Apply to Events Fund in April</p>

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Vols, events, & training (Annually)	Antisocial behavior/ Park safety	Green Wood work base (in development)	Grants	Social Network + Website	Promote and Celebrate
<p>What we currently do:</p> <p>1,800 volunteer days</p> <p>120 x free public events</p> <p>20 x training courses</p> <p>15 x leisure learning courses</p> <p>1 x annual open day/summer fair</p> <p>1 x Open House</p> <p>We have an expanding programme of training and leisure learning courses.</p> <p>In 16/17 we hope to deliver – 40 extra paid events and 70 training sessions</p>	<p>Where appropriate, and if personal safety isn't jeopardised engage with any anti social behavior.</p> <p>Otherwise call Police 101/999</p> <p>Manage THCP proactively, engaging with Youth groups to minimize the risk of Antisocial behavior</p>	<p>Maintain a green wood work base in THCP.</p> <p>Subject to planning approval</p>	<p>Apply for grants as necessary to support agreed work and the role of the Friends with THCP</p> <p>Collaborate and establish mutual sharing of info with Parks, LBAP and other Council agencies</p>	<p>Maintain and manage an online presence to promote the activities of the Friends and the Cemetery Park</p>	<p>Define clear avenues for sharing info and celebrating the role FoTHCP hold in THCP and the partnership between LBTH and FoTHCP.</p> <p>Take more pride in that a third sector organisation cares for and maintains a public resource.</p>

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**Improvement
programme for
Greenlink**

In the summer of 2015 we built a new path and undertook wildflower planting along with painting and highlighting the entrance points, installing new notice boards and having artists paint the rear wall.

We plan to continue with similar measures in 2016 subject to external funding.

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History research and Monument Conservation

Heritage research	Grave enquiries	Vols, event, training	Heritage Trail	Open House	Monument report	H & S concerns
<p>Monthly grave research and recording meetings</p> <p>Produce a database of recorded graves - incomplete</p>	<p>We respond to all burial enquiries, currently 120 burial enquiries annually</p> <p>Work with relatives to identify grave locations</p> <p>Provide information on care and restoration of stones/plot as required</p>	<p>Meet 11 times a year</p> <p>6 history walks</p>	<p>Maintain and provide interpretive information for a 21 point heritage trail</p>	<p>Take part in London Open House on one of the two days, rotating between either the Saturday or Sunday</p>	<p>LBTH and FoTHCP to work closely to secure a future for the monuments, to celebrate them and restore/list where appropriate.</p> <p>Produce a conservation plan and monument report – LBTH to secure and provide resources in partnership with FoTHCP</p> <p>LBTH and FoTHCP to work together to make a bid to the HLF</p>	<p>LBTH are responsible for the H&S of monuments.</p> <p>Work with the Friends to identify risks and develop a plan for selective restoration and repair that takes full account of H & S concerns.</p>

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Notes:

Upon request, further details can be given by referring to our Green Flag Management Plan.

FoTHCP are a key partner of The Local Biodiversity Partnership and MEP Ecology Group

Expectations of Council – we would appreciate that response times from LBTH to be defined as well as LBTH expectations of FoTHCP for responses.

Key local Stakeholders – LBTH, Network Rail, East End Homes, Poplar Harca, Setpoint London East, East London History Society

Monitoring - Agree method and frequency of monitoring SLA and informing on work beyond the scope of the SLA

Signed by: ...Kenneth Greenway.....

Position: Cemetery Park Manager – The Friends of Tower Hamlets Cemetery Park.....

Date:

On behalf of: Friends of Tower Hamlets Cemetery Park