



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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**Chief Executive**  
Damian Roberts

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**NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.**

Contact: Democratic Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

8 July 2025

To: MEMBERS OF THE COMMUNITIES AND ENVIRONMENT SCRUTINY  
SELECT COMMITTEE  
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Communities and Environment Scrutiny Select Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Wednesday, 16th July, 2025 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

DAMIAN ROBERTS

Chief Executive

## A G E N D A

1. Guidance for the Conduct of Meetings

5 - 8

## **PART 1 - PUBLIC**

2. Apologies for absence
3. Notification of Substitute Members 9 - 10
4. Declarations of interest 11 - 12

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

5. Minutes 13 - 18

To confirm as a correct record the Minutes of the meeting of the Communities and Environment Scrutiny Select Committee held on 5 March 2025

6. Outside Bodies Update - Maidstone Mediation Scheme Verbal Report

A representative of Maidstone Mediation Scheme will provide a brief update on recent activities.

### **Matters for Recommendation to the Cabinet**

7. Tonbridge and Malling Community Awards Scheme 19 - 22

To set out a scheme in recognition of local individuals and groups for outstanding contributions to community life and service.

8. Climate Change Monitoring and Reporting 23 - 62

Annual reporting of progress against the climate change action plan 2024/25, to seek approval for the climate change action plan for 2025/26, and to report council emissions in the annual carbon audit.

9. Renewal of Public Space Protection Notice 63 - 80

The report provides details of a proposed Public Spaces Protection Order (PSPO) for 2026 and the consultation required as part of the renewal process.

10. Prevent Strategy Action Plan 2025-2028 81 - 94

The report presents the Prevent Action Plan for the period 2025/28, which outlines the actions that the Borough Council intends to take over the next three years to help stop individuals from becoming drawn into extremism.

11. Haysden Country Park Management Plan 2025-2029 - Consultation 95 - 316

The Committee is invited to consider the responses received as part of the public consultation exercise on the draft Haysden Country Park Management Plan and recommend the final Plan to Cabinet.

### **Matters submitted for Information**

12. Grenfell Inquiry - Implications for Council Operations 317 - 334

The report lays out the key implications for the Council from the recommendations in the final report of the Grenfell Inquiry.

13. Work Programme 2025-26 335 - 338

The Work Programme setting out matters to be scrutinised during 2025/26 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

14. Urgent Items 339 - 340

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive

### **Matters for consideration in Private**

15. Exclusion of Press and Public 341 - 342

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

### **PART 2 - PRIVATE**

16. Urgent Items 343 - 344

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

## **MEMBERSHIP**

Cllr S A Hudson (Chair)  
Cllr K S Tunstall (Vice-Chair)

Cllr A G Bennison  
Cllr S Crisp  
Cllr R W Dalton  
Cllr Mrs T Dean  
Cllr F A Hoskins  
Cllr J R S Lark

Cllr A McDermott  
Cllr W E Palmer  
Cllr S Pilgrim  
Cllr M R Rhodes  
Cllr Mrs M Tatton



## **GUIDANCE ON HOW MEETINGS WILL BE CONDUCTED**

- (1) Most of the Borough Council meetings are livestreamed, unless there is exempt or confidential business being discussed, giving residents the opportunity to see decision making in action. These can be watched via our YouTube channel. When it is not possible to livestream meetings they are recorded and uploaded as soon as possible:

<https://www.youtube.com/channel/UCPp-IJISNgoF-ugSzxiAPfw/featured>

- (2) There are no fire drills planned during the time a meeting is being held. For the benefit of those in the meeting room, the fire alarm is a long continuous bell and the exits are via the doors used to enter the room. An officer on site will lead any evacuation.
- (3) Should you need this agenda or any of the reports in a different format, or have any other queries concerning the meeting, please contact Democratic Services on [committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk) in the first instance.

### **Attendance:**

- Members of the Committee are required to attend in person and be present in the meeting room. Only these Members are able to move/ second or amend motions, and vote.
- Other Members of the Council can join via MS Teams and can take part in any discussion and ask questions, when invited to do so by the Chair, but cannot move/ second or amend motions or vote on any matters. Members participating remotely are reminded that this does not count towards their formal committee attendance.
- Occasionally, Members of the Committee are unable to attend in person and may join via MS Teams in the same way as other Members. However, they are unable to move/ second or amend motions or vote on any matters if they are not present in the meeting room. As with other Members joining via MS Teams, this does not count towards their formal committee attendance.
- Officers can participate in person or online.

- Members of the public addressing an Area Planning Committee should attend in person. However, arrangements to participate online can be considered in certain circumstances. Please contact [committee.services@tmhc.gov.uk](mailto:committee.services@tmhc.gov.uk) for further information.

Before formal proceedings start there will be a sound check of Members/Officers in the room. This is done as a roll call and confirms attendance of voting Members.

### **Ground Rules:**

The meeting will operate under the following ground rules:

- Members in the Chamber should indicate to speak in the usual way and use the fixed microphones in front of them. These need to be switched on when speaking or comments will not be heard by those participating online. Please switch off microphones when not speaking.
- If there any technical issues the meeting will be adjourned to try and rectify them. If this is not possible there are a number of options that can be taken to enable the meeting to continue. These will be explained if it becomes necessary.

For those Members participating online:

- please request to speak using the 'chat or hand raised function';
- please turn off cameras and microphones when not speaking;
- please do not use the 'chat function' for other matters as comments can be seen by all;
- Members may wish to blur the background on their camera using the facility on Microsoft teams.
- Please avoid distractions and general chat if not addressing the meeting
- Please remember to turn off or silence mobile phones

### **Voting:**

Voting may be undertaken by way of a roll call and each Member should verbally respond For, Against, Abstain. The vote will be noted and announced by the Democratic Services Officer.

Alternatively, votes may be taken by general affirmation if it seems that there is agreement amongst Members. The Chairman will announce the outcome of the vote for those participating and viewing online.

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<b>Communities and Environment Scrutiny Select Committee – Substitute Members (if required)</b>					
	<b>Conservative</b>	<b>Liberal Democratic</b>	<b>Green</b>	<b>Ind. Kent Alliance</b>	<b>Labour</b>
1	Chris Brown	David Thornevell	Lee Athwal		Paul Hickmott
2	Robert Cannon	Roger Roud	Kath Barton		
3	Dave Davis	Garry Bridge	Anna Cope		
4	Dennis King	Tim Bishop	Mark Hood		
5	Colin Williams	Paul Boxall	Robert Oliver		
<b>Members of Cabinet cannot be appointed as a substitute to this Committee</b>					

May 2025

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Declarations of interest

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## **TONBRIDGE AND MALLING BOROUGH COUNCIL**

### **COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE**

#### **MINUTES**

**Wednesday, 5th March, 2025**

**Present:** Cllr S A Hudson (Chair), Cllr K S Tunstall (Vice-Chair),  
Cllr R W Dalton, Cllr Mrs T Dean, Cllr F A Hoskins,  
Cllr J R S Lark, Cllr A McDermott, Cllr M R Rhodes,  
Cllr Mrs M Tatton and Cllr M A J Hood (substitute)

**In attendance:** Cllrs M A Coffin and M D Boughton\* were also present pursuant to Council Procedure Rule No 15.21.

(\*participated via MS Teams)

Apologies for absence were received from Councillor S Crisp, who participated via MS Teams in accordance with Council Procedure Rule No. 15.21, and Councillor Stacey Pilgrim.

#### **PART 1 - PUBLIC**

##### **CE 25/10 NOTIFICATION OF SUBSTITUTE MEMBERS**

Notification of substitute member was recorded as set out below:

- Cllr M Hood substituted for Cllr S Pilgrim

In accordance with Council Procedure Rules 17.5 to 17.9 this councillor had the same rights as the ordinary member of the committee for whom they were substituting.

##### **CE 25/11 DECLARATIONS OF INTEREST**

There were no declarations of interest made in accordance with the Code of Conduct.

##### **CE 25/12 MINUTES**

**RESOLVED:** That the notes of the meeting of the Communities and Environment Scrutiny Select Committee held on 5 February 2025 be approved as a correct record and signed by the Chair.

**MATTERS FOR RECOMMENDATION TO THE CABINET**

**CE 25/13 WASTE, RECYCLING AND STREET CLEANSING CONTRACT**

Following approval of the strategic approach to the re-commissioning of the Borough Council's Waste Services Contract in partnership with Tunbridge Wells Borough Council by Cabinet on 11 February 2025, consideration was given to a set of detailed specifications in relation to the procurement of the joint contract.

As highlighted in the report, when proposing future service provision, consideration had been given to current and pending government legislation, specially related to Simpler Recycling, Extended Producer Responsibility and the Deposit Return Scheme.

During discussion, Members made particular reference to the proposed contract duration, suspension of one collection of garden waste during Christmas period, improvement of street cleansing methodology as part of the areas identified for 'dialogue', inclusion of discretionary contract options and vehicle financing options. The grounds behind the specific proposals were explained and understood, and supported by Members in principle while it was acknowledged that all final tender submissions would still be subject to further consideration by the Scrutiny Select Committee before being presented to Cabinet for approval.

Furthermore, it was noted that the introduction of a 'dialogue' mechanism was regarded vital for the tender process in establishing viability, impact on service provision and the potential scale of contract cost reductions.

Finally, the option to utilise Hydrotreated Vegetable Oil (HVO) in the Refuse Collection Vehicles (RCV) to achieve emission reductions was highly supported by Members, although the logistical challenge in respect of installation of or access to an HVO tank and the potential risk associated with the fluctuation in price were recognised. Members also noted that there would be opportunity within the proposed new contract to explore the introduction of electric vehicles when the majority of the fleet would be due for replacement in 2031, when the electric RCV market was anticipated to be more mature.

It was proposed by Cllr M Hood, seconded by Cllr F Hoskins that a joint working group of Officers and Members be established to consider contract variations following dialogue and negotiation ahead of the contractors' final bids on the grounds of the significance of the contract. This motion was defeated.

**\*RECOMMENDED:** That

- (1) the Competitive Flexible Procedure procurement route and timeline as outlined in Section 5.1 of the report, be agreed;
- (2) the proposed contract length of 12 years, as outlined in Section 5.2.1 of the report, be agreed;
- (3) joint delegated authority be given to the Cabinet Member for Transformation and Infrastructure and the Director of Street Scene, Leisure and Technical Services to agree contract variations following dialogue and negotiation ahead of the contractors' final bids, as outlined in Section 5.1.5 of the report;
- (4) the proposed Specification amendment, highlighted in Section 5.3 of the report, be agreed and reflected in the tender pack;
- (5) the proposed areas of dialogue, as highlighted in Section 5.4 of the report, be agreed;
- (6) the proposed contract options, as highlighted in Section 5.5 of the report, be agreed;
- (7) the approach to vehicle finance options, as highlighted in Section 5.6 of the report, be determined by the Partner Authorities' Finance lead officers and be reported to the appropriate Committee and Cabinet;
- (8) the proposed method of contract indexation, as highlighted in Section 5.7 of the report, be agreed;
- (9) the proposed tender evaluation be progressed in accordance with Section 5.8 of the report; and
- (10) the proposed approach to decarbonisation, as highlighted in Section 12.7 of the report, be agreed.

**\*Recommended to Cabinet**

In accordance with Council Procedure Rule 8.6, Part 4 (Rules) of the Constitution, Councillor M Hood requested that it be recorded in the Minutes that he had voted against Recommendation (3) as set out above.

**CE 25/14 GREEN AND BLUE INFRASTRUCTURE STRATEGY**

Consideration was given to a draft Green and Blue Infrastructure Strategy, attached at Annex 1, which provided evidence for the Local Plan and a strategic framework for protecting, enhancing and connecting the borough's natural infrastructure and assets, as well as identifying

potential mechanisms for delivery through a range of council activities, in order to achieve benefits for communities and local places.

As highlighted, the Strategy supported delivery of the Borough Council's Corporate Strategy priorities and was important in supporting the Kent and Medway Nature Recovery Strategy. Beginning by setting out the context and a baseline assessment of existing assets in the borough and mapping the borough's Green and Blue Infrastructure network, the Strategy concluded with a set of recommendations/actions that covered four inter-connected areas of council activity: the Local Plan, Climate Change, Infrastructure, and Council-owned Land.

It was anticipated that the Green and Blue Infrastructure Strategy would help demonstrate how the Borough Council was meeting its Biodiversity Duty as required under the Environment Act 2021, alongside any subsequent Action Plan that would be developed to support implementation of the recommendations arising from the Strategy as outlined in Section 5 of the report.

Introduction of the Green and Blue Infrastructure Strategy was welcomed by Members, who recognised the significance for the Borough Council to adopt such an important strategy in order to meet the legislative requirements in respect of fulfilling its Biodiversity Duty as well as the vital role of such a strategy in conserving and enhancing existing green and blue infrastructure assets, improving natural and urban environment's resilience to climate change, reducing carbon emissions, managing flood risks and ensuring communities had access to green spaces and nature to promote health and wellbeing opportunities.

As suggested by Members, consideration would be given to including performance data relating to the Strategy as part of a future Action Plan for monitoring, which would be reported to the Scrutiny Select Committee in due course.

Meanwhile, a clarification was made to explain the difference between the 'Local Green Space' as defined in the National Planning Policy Framework within the Local Plan context and the 'greenspaces' as referenced in the Green and Blue Infrastructure Strategy and it was supported that the definition be clarified in the Strategy. In addition, Officers also committed to investigate a number of discrepancies identified in some maps within the draft Strategy.

Furthermore, Members noted that while 12 large Council owned sites had been identified in the Strategy to be prioritised for intervention work, based on the multiple opportunity they presented to deliver multifunctional benefits, this would not preclude projects taking place at other sites where management opportunities were identified. Finally, Members were encouraged to refer to the Local Nature Recovery Strategy which was out for consultation at present for further context.

**\*RECOMMENDED:** That the Green and Blue Infrastructure Strategy, as set out in Annex 1, be endorsed by Cabinet for publication.

**\*Recommended to Cabinet**

**MATTERS SUBMITTED FOR INFORMATION**

**CE 25/15 WORK PROGRAMME 2025-26**

The Work Programme setting out matters to be scrutinised during 2025/26 was attached for information. Members were invited to suggest future matters by liaising with the Chair of the Committee.

**MATTERS FOR CONSIDERATION IN PRIVATE**

**CE 25/16 EXCLUSION OF PRESS AND PUBLIC**

There were no matters considered in private.

The meeting ended at 8.25 pm

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## Communities and Environment Scrutiny Select Committee

16 July 2025

### Part 1 - Public

#### Matters for Cabinet - Non-key Decision



Cabinet Member                                      Des Keers, Community Services

Responsible Officer                                      Damian Roberts

Report Author    Gill Fox

#### Tonbridge and Malling Community Awards Scheme

##### 1        **Summary and Purpose of Report**

- 1.1      To set out a scheme in recognition of local individuals and groups for outstanding contributions to community life and service.

##### 2        **Corporate Strategy Priority Area**

- 2.1      Efficient services for all our residents, maintaining an effective council.
- 2.2      This initiative is included in the 2025/26 Annual Service Delivery Plan, with the target to deliver the scheme by the end of 2025.
- 2.3      The Community Awards Scheme will recognise and celebrate individuals, groups and organisations who have made outstanding contributions through volunteering or initiatives that improve the lives of others. It aims to encourage civic pride, community spirit and active citizenship across the borough.

##### 3        **Recommendations**

- 3.1      To **APPROVE** the Community Awards Scheme for Tonbridge and Malling
- 3.2      To **AGREE** categories of awards and the nomination process, as set out in the report

##### 4        **Introduction and Background**

- 4.1      The Community Award Scheme will honour local individuals and groups for outstanding contributions to community life and service. There are numerous groups and individuals who work tirelessly to support others in the borough and this scheme will enable the council to recognise their efforts and thank them for the work they do. Winners will receive a formal certificate signed by the mayor.

## **5 Proposal**

5.1 It is suggested that there are several categories of awards, as follows:

- Individual volunteer of the year
- Young community champion
- Outstanding community group
- Environmental contribution award
- Community safety award

5.2 Depending on the level of response, there may be multiple winners from each category, with an overall winner for the category based on the level of achievement.

5.3 The nomination process would be open to residents via an online form on the website. Nominations must include a short description of the nominee's contribution and impact. A ceremony will be held for the winners and the Cabinet Member will invite the Mayor of Tonbridge and Malling to present the awards, which will be in the form of certificates for each category winner.

5.4 To be eligible for an award, nominees must live, work or volunteer within the borough. Contributions must benefit the local community in a clear and positive way. Political or commercially motivated nominations will not be eligible.

5.5 The nominations will be assessed based on impact, commitment and benefit to the community. A panel of council officers will consider the applications and present to the Cabinet Member for Communities, for final endorsement, ahead of the presentation ceremony.

## **6 Other Options**

6.1 This is a new initiative for the council. Other options have not been considered at this stage. It is suggested that the scheme operates for one year as outlined in the report and a review can be considered upon completion of the scheme.

## **7 Financial and Value for Money Considerations**

7.1 Costs will be minimal and limited to in-house printing of certificates, plus light refreshments at an awards ceremony. Costs will be met from within the existing community budget.

7.2 The Chief Executive confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.



## **8 Risk Assessment**

- 8.1 The nominations will be assessed against set eligibility criteria and awards considered by a panel of council officers.

## **9 Legal Implications**

- 9.1 None

## **10 Consultation and Communications**

- 10.1 The Community Awards Scheme will be publicised through the council website, local media, newsletters and social media. Following the ceremony, subject to agreement from the winners, we will publicise achievements to recognise their efforts and inspire others.

## **11 Implementation**

- 11.1 The scheme will launch in August 2025 and close in October 2025. The Awards Ceremony will be held in November.

## **12 Cross Cutting Issues**

- 12.1 Climate Change and Biodiversity

- 12.1.1 Limited or low impact on emissions and environment.

- 12.1.2 Climate change advice has been sought in the preparation of the options and recommendations in this report.

- 12.2 One of the award categories is “environmental contribution”. Promoting community effort around the climate change and environmental agenda, will help to raise awareness of the issues and provide practical examples of what can be achieved.

- 12.3 Equalities and Diversity

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users. Efforts will be made to ensure that awards are as inclusive as possible, ensuring that over time, award winners are broadly representative of the rich diversity within the local community.

Background Papers	None
Annexes	None

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## Communities and Environment Scrutiny Select Committee

16 July 2025

### Part 1 - Public

#### Matters for Cabinet - Non-key Decision



Cabinet Member	Cllr Robin Betts, Housing, Environment and Economy
Responsible Officer	Damian Roberts, Chief Executive
Report Author	Gill Fox, Policy, Scrutiny & Communities Manager

#### Climate Change Monitoring and Reporting

##### 1 Summary and Purpose of Report

- 1.1 Annual reporting of progress against the climate change action plan 2024/25, to seek approval for the climate change action plan for 2025/26, and to report council emissions in the annual carbon audit.

##### 2 Corporate Strategy Priority Area

- 2.1 Sustaining a borough which cares for the environment.
- 2.2 Reporting progress on actions by the council and monitoring emissions produced by the council's own estate and operations are essential for understanding and steering direction towards TMBC's 2030 carbon neutral ambition.

##### 3 Recommendations

- 3.1 To approve the publication of:
  - a) Climate Change Action Plan Year 5 Progress Report
  - b) Climate Change Action Plan Year 6 2025/26
  - c) Carbon Audit 2024/25.

##### 4 Introduction and Background

- 4.1 TMBC has committed to producing annual climate change action plans and publishing our greenhouse gas emissions (Carbon Audits) to track progress towards the council's carbon neutral by 2030 aspiration. This report summarises progress achieved to date, the new action plan and trends in emissions from the Council's estate and operations. A Progress Report for the Climate Change Action

Plan Year 5 (2024/25), a Climate Change Action Plan Year 6 2025/26 and the Carbon Audit for emissions in 2024/25 are attached as Annexes 1, 2 and 3 respectively.

- 4.2 The most significant sources of emissions across TMBC's estate and operations remain leisure facilities and refuse collection vehicles. In the year ahead, continuing investments in renewable and low carbon technologies, part funded by grants awarded to the council, will tackle emissions from leisure facilities. Additionally, the new waste contract will offer an opportunity to take steps to reduce emissions from refuse collection vehicles as discussed at the February meeting of this Committee.

## **5 Climate Change Action Plan Year 5 Progress Report**

- 5.1 The 2024/25 Progress Report is attached at Annex 1. Good progress has been made across all areas, with most actions either fully complete or ongoing (due to the continuous nature of the work). Only one action is red rated: progressing work to improve the environmental standards of licensed taxis in the borough. This work needs to be done in partnership with other Kent authorities, to reduce risk and increase the chances of facilitating environmental improvements to taxis. This action has carried forward to next year where we will seek opportunities to achieve this target.
- 5.2 We have been able to deliver energy efficiency measures at Larkfield Leisure Centre, due to external grant funding, this has allowed us to fund new solar PV installations. In addition, we have been able to support environmental and carbon reduction initiatives to businesses and community groups through various grant schemes, most of which have been externally funded.

## **6 Climate Change Action Plan Year 6 2025/26**

- 6.1 Attached at Annex 2 is the 2025/25 Action Plan with key milestones for completion. Again, most projects are longer term and will be ongoing throughout the year and beyond. We have included actions that are planned at the current time, but it is important to highlight that additional measures will also be considered as and when funded opportunities arise.
- 6.2 Unfortunately, we have recently been informed that the Public Sector Decarbonisation Fund has been withdrawn this year. This fund has been invaluable to the council and has allowed us to progress with the decarbonisation works to our own estate. It is not known currently, if this scheme will be replaced, but we will of course keep members of this Committee updated of any funding opportunities that we are able to apply for.

## **7 Carbon Audit 2024/25**

- 7.1 The Carbon Audit (Annex 3) is a statement of the emissions produced by the council's own estate, operations, and activities for the year. The table on page 3

shows emissions each year since the baseline 2019, with detailed breakdowns shown in later tables. Section 7 provides a narrative of changes and drivers in emissions.

- 7.2 The Carbon Audit shows that emissions increased in the last year to 3,479.2tCO<sub>2</sub>e. The small rise in emissions from Scope 1 and 2 represent emissions from heat and electricity at the council offices, Tonbridge Castle and other small sites (e.g. public toilets), and emissions from TMBC vehicles. The rise in emissions could be due to small increases in staff days in the office and/or seasonal changes that influence how much the heating is used in buildings. In terms of electricity (Scope 2), the increase in the use of electric vehicles will lead to higher electricity consumption for charging. TMBC is on a renewable electricity contract, so these emissions are recorded as zero in the 'net emissions' figure.
- 7.3 In terms of Scope 3 (indirect TMBC emissions, such as from leisure facilities and contracts), the rise in reported figures may also be due to data issues and lower readings during the baseline year. The leisure facilities are the largest emitters on the council's estate and operations but, for example, during the 2019 baseline year Larkfield Leisure Centre was partially closed for roofing and maintenance works, providing an unusually low gas use reading for that year. Additionally, the Leisure Trust took on management for Leybourne Lakes Country Park in November 2021, such that electricity use figures for this site are not reflected in baseline totals. As such it is reasonable to assume that Scope 3 emissions are broadly equivalent to their levels in the baseline year, with the latest reporting year 2024/25 offering a more accurate picture of emissions.

## **8 Other Options**

- 8.1 The council has committed to monitoring and reporting on its climate change actions and emissions, so there is not a credible alternative option to producing and making the reports in the Annex publicly available.

## **9 Financial and Value for Money Considerations**

- 9.1 The activities in the climate change action plans and carbon audit are funded, or have been completed using funding, grant monies and value for money assessments previously agreed with the relevant service.
- 9.2 The Chief Executive confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

## **10 Risk Assessment**

- 10.1 TMBC has committed to the aspiration of carbon neutral by 2030 and to annual reporting on action plan progress and monitoring emissions. There is a reputational risk of not publishing the annexes to this report.

## **11 Legal Implications**

11.1 None.

## **12 Consultation and Communications**

12.1 The reports in the Annex will be published on the TMBC climate change website.

## **13 Implementation**

13.1 Each service leads on implementing the activities in the climate change action plan with support from the Climate Change Officer as relevant.

## **14 Cross Cutting Issues**

14.1 Climate Change and Biodiversity

14.1.1 Some impact on reducing emissions in support of carbon neutral by 2030 or enhancing the natural environment.

14.1.2 Climate change advice has been sought in the preparation of the options and recommendations in this report.

14.1.3 Together, the reports in the Annexes present a picture of progress on climate change actions and key sources of emissions as a 'snap shot' of the last year. It is important to read these with the ongoing large-scale investments in mind that will tackle key sources of emissions from leisure centres, waste collection, and at TMBC offices. The reports demonstrate that carbon neutral in 2030 remains a challenging ambition and inform further ambition and targeted actions to reduce emissions and increase the resilience of operations, including through energy efficiency and renewables measures which result in financial return to the council.

14.2 Equalities and Diversity

14.2.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

14.3 Other If Relevant

- None

Background Papers	None
Annexes	Annex 1 Climate Change Action Plan Year 5 Progress Report 2024/25; Annex 2 Climate Change Action Plan Year 6 2025/26; Annex 3 Carbon Audit 2024/25.

## Climate Change Action Plan 2024/25 YEAR FIVE PROGRESS REPORT

Key		
Complete	Ongoing	Not Started / Stalled

### Policy and Engagement

Theme	Actions	Timescale	Status	Update
Recognise climate change as a corporate commitment for the Council.	Deliver climate change training to staff and Members, offering courses on an ongoing basis.	Ongoing	Ongoing	Carbon Literacy training has been offered to staff with courses complete in 2024/25. Further training to be offered in 2025/26.
	Develop options for reducing car travel and emissions from TMBC staff commuting and business travel	March 2025	Ongoing	Options continue to be developed, including the possibility of a carpool for staff to use for site visits and business travel.
Monitor and report Tonbridge and Malling Borough Council's carbon emissions	Ensure all Climate Change Action Plans, Progress Reports and Carbon Audits are easily accessible and published on the climate change webpage	July 2024	Complete	The Climate Change Action Plan 2024/25 and Progress report and carbon audit for 2023/24 were published on the TMBC website on schedule <a href="http://www.tmbc.gov.uk/climatechange">www.tmbc.gov.uk/climatechange</a>
Work with partners to address climate change issues, lower carbon and adapt to the effects of climate	Engage with KCC and other councils through Climate Change Network (CCN) meetings sharing case studies, best practice, and seeking areas of support and collaboration	Ongoing	Complete	TMBC's Climate Change Officer participates in KCC's Climate Change Network and relevant sub-groups to share case studies, best practice examples, and identify possible areas for collaboration.
Work with partners to address climate change issues, lower carbon and adapt to the effects of climate	Continue to engage with the delivery of the Kent and Medway Energy and Low Emissions Strategy (ELES) through TMBC's actions and partnership working.	Ongoing	Complete	TMBC continues to engage with the delivery of the Energy and Low Emissions Strategy at local level and in partnership.

## Sustainable Development and Transport

Theme	Actions	Timescale	Status	Update
<b>Sustainable Development</b>  Page 28	Continue to pursue planning policies in the Council's emerging Local Plan that will facilitate the delivery of climate change adaptation and mitigation, design measures and sustainable development patterns, progressing to Regulation 18b and public consultation, drawing on updated evidence, including on green infrastructure and climate change.	Ongoing		The Policy team are continuing to prepare and draft the new Local Plan and currently writing draft policies for inclusion in the Plan for climate change mitigation and adaptation, sustainable development and sustainable patterns of development. The team are also commissioning further evidence on flood risk and sustainable transport.
	Through the grant of planning permission, the Council will seek to deliver sustainable development outcomes in line with the adopted development plan, national policy and material planning considerations.	Ongoing		The Development Management team are continuing to determine planning applications based on sustainable development objectives in accordance with the adopted Development Plan and National Policy.
<b>Transport</b>  Support the improvement of walking and cycling infrastructure in the borough	Complete preparation of the new active travel strategy which will include cycling and walking infrastructure recommendations.	Autumn 2025		The preparation of the Active Travel Strategy is ongoing and remains aligned to the preparation of the Local Plan. Due to changes to the plan making process introduced by the December 2024 NPPF, the timetable for this work has changed. It is now expected that a draft of the Strategy will be published alongside the Local Plan during autumn 2025.



## ULEV

Theme	Actions	Timescale	Status	Update
Provide electric charging points across the borough.	Deliver Phase 2 provision of an additional 60 chargers in the Council's car parks over the 2 year contract	May 25		Phase 2 commissioning ongoing, subject to connection by UK Power Networks
Decarbonise TMBC owned vehicles	Undertake a vehicle replacement schedule (transitioning to ULEV) for all parking vehicles, in line where possible with the capital renewals programme and expected lifespan.	Ongoing		As and when vehicles reach end of life, options will be fully reviewed.
Improve the environmental standards of licensed taxis operating in the borough.	Progress with taxi licencing policy renewal process through Licensing & Appeals committee followed by a minimum 6-week consultation with the trade and interested parties in Autumn 2023.	March 24		Appetite to progress with proposals around ULEV for taxi's has been put on hold, pending wider work within Kent. A joined-up approach needs to be progressed to facilitate changes.
	Provide wider information regarding taxi EV charging provision as those installations progress.	Ongoing		Publicity undertaken via social media/website, regarding EV charging as and when new charge points are rolled out.
	Continue engagement with KCC through the CCN regarding future taxi licencing. Share with trade and participate in schemes as appropriate, for example 'try before you buy'	Ongoing		Officers will continue to engage with the KCC CCN as and when meetings take place.
	Progress strategy for future of licenced taxi fleet through Licensing & Appeals committee report on air quality, changes in the licenced taxi vehicle fleet, and proposals for vehicle requirements to 2030.	Ongoing		Work needs to be progressed to deliver policy changes that encourage the registration of ULEV compliant vehicles. Uptake of EVs is increasing naturally as technology and costs make this a more viable option.

## Air Quality

Theme	Actions	Timescale	Status	Update
Continue the full implementation of a borough wide Anti-idling Campaign, to reduce emissions from idling engines.	Continue the full implementation of a borough wide Anti-idling Campaign, to reduce emissions from idling engines.	Ongoing		Works to install anti-idling signage around primary schools and major road junctions in the Borough are now predominately complete. We remain open to suggestions for sites for signage on an ad hoc basis, mainly on request from Councillors. An anti-idling message was sent out to all primary schools in the new year for dissemination to parents via clubs/newsletters.
	Pilot a Car Club within the Council for individuals use in local communities.	March 2025		Report taken to Management Team providing information on several car club options/companies. Further work to progress this agenda will be undertaken in 2025/26.

## Habitats &amp; Biodiversity

Theme	Actions	Timescale	Status	Update
Strengthen local protection and enhance protection of species, habitats and ecosystems	Develop a woodland management plan for Taddington Valley in liaison with the Forestry Commission.	Autumn 24		Woodland management plan has been approved by Forestry Commission and is now live. Works are proceeding in accordance with the Management Plan.
	Continue with the lakeside revetment works in liaison with volunteers at Haysden Country Park, including a variety of aquatic plants.	March 25		Lakeside revetment complete. Aquatic plants have been planted and are being monitored and replaced where necessary.
	Investigate a Roadside Nature Reserve programme with Medway Valley Countryside Partnership to monitor and record species and identify maintenance alterations to enhance biodiversity.	March 25		Programme agreed and order placed in April 2025. Monitoring started in April 2025 and annual report due at end of 2025.
	Consider implementation of No Mow May within appropriate Amenity POS following commencement of new GM Contract in January 2025	March 25		Council participated in No Mow May across Public Open Spaces. List of exclusions in place that includes Tonbridge Cemetery and all Sportsgrounds.
	Continue to plant a mixture of 1000 trees and whips a year in appropriate areas of Council Owned Land. Following planting, monitor planted trees to ensure best chance of establishment, and plant more trees to ensure an annual net gain overall.	Ongoing		Target achieved – 1000 trees planted.

## Housing &amp; Energy Conservation

Theme	Actions	Timescale	Status	Update
Reduce the carbon emissions of residential homes.	Collaborate with Kent County Council and iChoosr to make solar PV and batteries more accessible and affordable for our residents by delivering a group buying scheme. Deliver a marketing campaign with Kent County Council to target eligible households to participate Solar Together Kent.	June 2025		The Council undertook targeted promotion for both Spring and Autumn 2024 rounds of Solar Together: Spring 2024 auction resulted in 22 PV installations Autum 2024 auction 32 registrants accepted their Solar Together proposal however 12 registrants have subsequently dropped out. 12 installations have been completed to date with installations continuing across Kent until the end of June 2025.
Council working in partnership to deliver the Social Housing Decarbonisation Fund	To encourage the upgrade of low energy efficient social housing in our area to improve properties and reduce carbon emissions by installing whole house retrofit measures and reduce carbon emissions. Liaise with our housing association partners for example, Clarion Housing Group and Golding Homes, to influence delivery of energy efficiency funding in our areas, through for example Social Housing Decarbonisation Funding (SHDF) Wave 1.2 and SHDF Wave 3.	March 26		Golding Homes have completed their SHDF Wave 2.1 retrofit programme at Royal British Legion Village (RBLV) installing air source heat pumps and new windows/doors in 67 homes. Homes already have fabric insulation. Their SHDF Wave 3 programme includes 50 homes in the TMBC area. The timeframe for SHDF Wave 3 delivery is 2025 to 2028.  Awaiting update from Clarion Homes regarding home energy upgrades delivered in TMBC area.

Theme	Actions	Timescale	Status	Update
	<p>To encourage the upgrade of low energy efficient private tenure homes in our area to improve properties and reduce carbon emissions by installing whole house retrofit measures.</p> <p>Deliver retrofit energy efficiency measures through Home Upgrade Grant 2 (HUG2) targeting funding to c 48 low-income households living in low efficient 'off gas' homes (i.e., not using gas as main heating).</p>	March 25		<p>The Council has delivered HUG2 through two schemes operating in its borough both of which are being delivered by E.ON. While both HUG scheme offers resulted in a disappointingly low take up from the target audience of low energy efficient 'off gas' network homes occupied by low-income households, 12 homes* overall have benefitted from receiving retrofit HUG2 measures tailored to their home for example measures such as loft insulation, high heat retention storage heaters and solar (pv) panels.</p> <p>* Provisional HUG scheme figures</p>

## Waste Minimization &amp; Recycling

Theme	Actions	Timescale	Status	Update
Encourage more people to reduce their waste and make it easier for residents to recycle.	Continue with Kent Resource Partnership (KRP) re-use campaigns, including promotion of food waste & garden waste collections; and ongoing promotions aimed at reducing contamination & increasing recycling performance.	March 25		KRP Communications group re-established in May and priority campaign for food waste reduction and fly tipping now planned.  Active promotion planned for National Recycling Week in September. Attendance at VE Day event to raise awareness of recycling and food waste. Additional events taking place over summer.
	Complete roll out of food waste for flats in key urban hotspots.	March 25		Good progress made with final phase on track to complete summer 2025.
	Continue working with KRP and national partners such as WRAP and Recoup (plastic specific).	Ongoing		Representation at all meetings continues to ensure the council actively takes part in all campaigns. WRAP project in place to identify potential efficiencies in waste disposal across Kent.

## Community &amp; Business Engagement

Theme	Actions	Timescale	Status	Update
Support local businesses and encourage sustainable growth in the economy	Delivery of Round 4 of the Green Business Grant Scheme to support local businesses/organisations with capital investments, including PV panels, heat source pumps, LED lighting and insulation.	March 25		April 2024 – grants awarded to successful applicants (this was met and there were 11 in total) September 2024 – consideration of a Round 5 (plans were put in place subject to UKSPF 2025/26 funding, which was subsequently allocated by Government in November 2024 and Round 5 launched in April 2025) January 2025 – all projects completed (all projects were completed by January 2025) March 2025 – all grant payments made to completed projects (all completed by February 2025)
	Delivery of Round 4 of the Shopfront and Vacant Unit Improvement Grant Scheme, including grant support for energy efficiency measures.	March 25		September 2024 – consideration of a Round 5 (was considered but wasn't required) January 2025 – all projects completed (all projects were completed in March 2025) March 2025 – all grant payments made to completed projects (all payments were made by March 2025)
	Promote the climate change strategy and its objectives via the council's e-bulletin, with at least 2 articles per annum	Ongoing		June 2024 – specific article on the new action plan. Ongoing – regular articles regarding individual Climate Change projects.
Work with partners in the community to engage the public and identify areas of collaboration for climate change action, adaptation, protection and enhancement of the environment.	Work with KCC and local business to share and signpost information, support and grants for business carbon reduction	Ongoing		All applicants to the Green Business Grant Scheme (11 businesses/organisations) that requested a referral were referred to Low Carbon Kent.
	Work in partnership with Mid Kent College to support the delivery of Green Retrofit Training in order to upskill our local construction workers/businesses.	March 25		Pilot Courses – up to May 2024 Subsidised courses – up to March 2025 (these were developed and marketed from May 2024. Take up rate was lower than hoped for with just over 20 people taking up the courses, but the courses will continue to be made available now they have been established (albeit without the subsidy))

Theme	Actions	Timescale	Status	Update
Work with partners in the community to engage the public and identify areas of collaboration for climate change action, adaptation, protection and enhancement of the environment.	Build collaborative working and public engagement with the Climate Change Forum, identifying areas for joint Council and community climate and environment action.	Ongoing		The Climate Change Forum continues to meet quarterly to develop opportunities for community engagement on climate action.
Support communities, voluntary groups and Parishes in taking climate action	Deliver Carbon Literacy Training Grants to support community and voluntary groups, SMEs, and Parish and Town Councils to understand climate change, carbon footprints and how to take new, significant actions to reduce emissions.	March 25		Carbon Literacy training courses completed by 41 trainees from schools, community groups, Parishes and individuals.
	Deliver Round 2 of Community Development Grants, part funded by the UK Shared Prosperity Fund, to support organisations based in the borough and/or providing a direct service to residents in line with community priorities.	March 25		Round 2 awarded grants to 43 charitable and community organisations, with all projects were completed in 2024/25. "Supporting environmental and carbon reduction initiatives" was one of the priority areas for funding, with projects including community and therapeutic gardens or greenspaces, and the installation of solar panels on community building.
Raise awareness of climate change, providing regular updates and information.	To continue to provide local borough information to residents, identifying likely topics of interest.	Ongoing		Regular publicity regarding the installation of energy efficient installations for all our buildings as and when completed via social media, resident's newsletters, media releases and website. Promotion of "green" campaigns such as Solar Together, tree planting campaign, anti-idling, carbon literacy training, Christmas recycling campaign, green business grants and messaging around sustainability.



## TMBC Estate

Theme	Actions	Timescale	Status	Update
<p>Reduce the environmental impact of the council's activities, increasing the sustainability of all our operations.</p> <p>Page 37</p>	Deliver energy efficiency, solar generation and improved building management at Larkfield Leisure Centre through the Swimming Pool Support Fund grant from Sports England.	March 25		New solar PV installation completed utilising external grant funding. Separate scheme to improve roof insulation completed.
	Complete installation of heat pump to replace end-of-life gas boilers at Larkfield Leisure Centre through the Public Sector Decarbonisation Fund grant from the Department of Energy Security and Net Zero, administered by Salix.	February 26		External trenching works completed ahead of installation of new electricity supply cable. Next phase of work will see installation of heat pumps and air handling unit.
	Develop heat decarbonisation plans, taking a 'fabric first approach', for other high energy use buildings in TMBC's estate, subject to external grant application	March 25		Complete for Larkfield LC. Decarbonisation plan commissioned for Tonbridge Pool.
	Decarbonise Gibson East as part of the Council's rationalisation of Kings Hill office space	Autumn 25		Procurement exercise nearing completion, with works anticipated to start on site late summer.
<p>Progress the digitisation of services and reduce the amount of paper both internally and being sent out to clients.</p>	New efficient devices to be rolled out to staff in line with the renewals of equipment.	March 25		44 x Energy efficient laptops rolled out per quarter over past year.
	Business process re-engineering, mobile solutions and digitisation to improve efficiency and reduce carbon footprint continues across services.	Ongoing		Update received from SDS (Smarter Digital Solutions) re mapping of current processes: Files for Enforcement and Complaints passed to Solution Architect for re-engineering in Feb & June 2025 respectively. Approvals still pending for Temporary Accom and FOI Requests (reminders sent). Building Safety Levy is signed off pending update once information becomes available. The S106 Planning process is incomplete, and Leisure Services' tree inspection mapping will resume in Autumn.



**Climate Change Action Plan 2025/26  
YEAR SIX MONITORING REPORT**

**Policy and Engagement**

Theme	Actions	Lead Service	Timescale	Key milestones
Recognise climate change as a corporate commitment for the Council.	Deliver climate change training to staff and Members, offering courses on an ongoing basis.	Executive	Ongoing	In person briefing delivered to all staff by March 2026 Further enhanced training delivered to key staff/Members by March 2026
Monitor and report Tonbridge and Malling Borough Council's carbon emissions	Ensure all Climate Change Action Plans, Progress Reports and Carbon Audits are easily accessible and published on the climate change webpage	Executive	July 2025	Action plans, progress reports and audits endorsed at Communities and Environment Scrutiny Select Committee in July 2025, published on website by end of July 2025
Work with partners to address climate change issues, lower carbon and adapt to the effects of climate	Engage with KCC and other councils through Climate Change Network (CCN) meetings sharing case studies, best practice, and seeking areas of support and collaboration	Executive	Ongoing	Represent the council at climate change partnership meetings throughout the year.
Work with partners to address climate change issues, lower carbon and adapt to the effects of climate	Continue to engage with the delivery of the Kent and Medway Energy and Low Emissions Strategy (ELES) through TMBC's actions and partnership working.	Executive	Ongoing	Represent the council at climate change partnership meetings throughout the year.

## Sustainable Development and Transport

Theme	Actions	Lead Service	Timescale	Key milestones
<b>Sustainable Development</b>	Continue to pursue planning policies in the Council's emerging Local Plan that will facilitate the delivery of climate change adaptation and mitigation, design measures and sustainable development patterns, progressing to Regulation 18 and public consultation, drawing on updated evidence, including on green infrastructure and climate change.	Planning	Ongoing	Public consultation underway by Autumn 2025
	Through the grant of planning permission, the Council will seek to deliver sustainable development outcomes in line with the adopted development plan, national policy and material planning considerations.	Planning	Ongoing	Continue to deliver sustainable development outcomes in accordance with the adopted development plan.
<b>Transport</b> Support the improvement of walking and cycling infrastructure in the borough	Complete preparation of the new active travel strategy which will include cycling and walking infrastructure recommendations.	Planning	Autumn 2025	Publish draft strategy by Autumn 2025

## ULEV

Theme	Actions	Lead Service	Timescale	Key milestones
Provide electric charging points across the borough.	Deliver Phase 2 provision of an additional 60 chargers in the Council's car parks over the 2 year contract	Technical Services	September 2025	Completion of phase 2 by September 2025
Decarbonise TMBC owned vehicles	Undertake a vehicle replacement schedule (transitioning to ULEV) for all parking vehicles, in line where possible with the capital renewals programme and expected lifespan.	Technical Services	Ongoing	Transition to ULEV will continue with careful consideration of business need and resilience.
	Provide wider information regarding taxi EV charging provision as those installations progress.	Licensing	Ongoing	As and when new charge points are installed, engagement via social media/website to ensure widespread knowledge of EV capacity in the borough.
	Continue engagement with KCC through the Climate Change Network regarding future taxi licencing. Share with trade and participate in schemes as appropriate, for example 'try before you buy'	Licensing	Ongoing	Advertise "try before you buy" sessions with the trade.
	Progress strategy for future of licenced taxi fleet through Licensing & Appeals committee report on air quality, changes in the licenced taxi vehicle fleet, and proposals for vehicle requirements to 2030.	Licensing	Ongoing	Consider options and present to Licensing and Appeals Committee by March 2026

**Air Quality**

Theme	Actions	Lead Service	Timescale	Key milestones
Continue the full implementation of a borough wide Anti-idling Campaign, to reduce emissions from idling engines.	Continue the full implementation of a borough wide Anti-idling Campaign, to reduce emissions from idling engines.	Env. Health	Ongoing	Anti – idling posters to all primary schools in the borough by December 2025  Promotion via social media campaign by March 2026
	Pilot a Car Club within the Council for individuals use in local communities.	Env. Health	March 2026	Develop staff survey to establish usage by Autumn 2025. Report finding to Management Team by end of 2025.

**Habitats & Biodiversity**

Theme	Actions	Lead service	Timescale	Key milestones
	Continue to plant a mixture of 1000 trees and whips a year in appropriate areas of Council Owned Land. Following planting, monitor planted trees to ensure best chance of establishment, and plant more trees than are removed to ensure an annual net gain overall.	Leisure	Ongoing	1000 trees planted by March 2026.
	Investigate additional sites that may be suitable for RNRs instead of participating in No Mow May.	Leisure	March 2026	Investigate additional sites by December 2025. Implement new mowing regime at selected sites by March 2026.
	Using the recommendations provided within the Roadside Nature Reserve (RNR) monitoring program, enhance biodiversity within existing RNR's.	Leisure	March 2026	Review recommendations in RNR monitoring report in November 2025. Action recommendations in Spring 2026, subject to approval.

Theme	Actions	Lead service	Timescale	Key milestones
	Consider options and partnership funding opportunities for tree watering to aid and support the establishment of all trees planted by the Borough Council.	Leisure	March 2026	Continue to implement watering programme developed with Kent Plan Tree.
	Consider adopting a pollinator pledge.	Leisure	March 2026	Investigate options by end of 2025.

### Housing & Energy Conservation

Theme	Actions	Lead service	Timescale	Key milestones
Reduce the carbon emissions of residential homes.	Collaborate with Kent County Council and iChoosr to make solar PV and batteries more accessible and affordable for our residents by delivering a group buying scheme. Deliver a marketing campaign with Kent County Council to target eligible households to participate Solar Together Kent.	Housing	Ongoing	Participate and collaborate with KCC in any future rounds of Solar Together during 2025/26

### Waste Minimization & Recycling

Theme	Actions	Lead service	Timescale	Key milestones
Encourage more people to reduce their waste and make it easier for residents to recycle.	Continue with Kent Resource Partnership (KRP) re-use campaigns, including promotion of food waste & garden waste collections; and ongoing promotions aimed at reducing contamination & increasing recycling performance.	Street Scene	Ongoing	Attendance at VE Day event – June 2025 Attendance at Party in the Park (East Malling) - June 2025 Major Food Waste campaign planned for October 2025.

Theme	Actions	Lead service	Timescale	Key milestones
	Complete roll out of food waste for flats in key urban hotspots.	Street Scene	Sept 2025	Complete final phase by Summer 2025
	Continue working with KRP and national partners such as WRAP and Recoup (plastic specific).	Street Scene	Ongoing	WRAP project to identify efficiencies in waste disposal and collection in Kent. Initial findings to be presented July 2025.

### Community & Business Engagement

Theme	Actions	Lead service	Timescale	Key milestones
Support local businesses and encourage sustainable growth in the economy	Delivery of Round 5 of the Green Business Grant Scheme to support local businesses/organisations with capital investments, including PV panels, heat source pumps, LED lighting and insulation.	Economic Regen.	March 26	Grants awarded July 2025. Minimum of 5 carbon reduction/energy efficiency projects completed by March 2026.
	Delivery of the West Kent Rural Grant scheme, including grant support for energy efficiency measures.	Economic Regen.	March 26	Minimum of 5 carbon reduction/energy efficiency projects by March 2026.
	Promote the climate change strategy and its objectives via the council's e-bulletin, with at least 2 articles per annum	Economic Regen.	Ongoing	2 articles by March 2026



Theme	Actions	Lead service	Timescale	Key milestones
Work with partners in the community to engage the public and identify areas of collaboration for climate change action, adaptation, protection and enhancement of the environment.	Work with KCC and local business to share and signpost information, support and grants for business carbon reduction	Economic Regen.	Ongoing	Continue to promote and refer organisations to KCC low carbon support and advice – ongoing.
Work with partners in the community to engage the public and identify areas of collaboration for climate change action, adaptation, protection and enhancement of the environment.	Build collaborative working and public engagement with the Climate Change Forum, identifying areas for joint Council and community climate and environment action.	Executive	Ongoing	Support Green/Environment events in the community throughout the year, attending events to promote climate change messaging.  Work with the Climate Change Forum on initiatives and activities to raise awareness and encourage wider participation in environmental action.
Support communities, voluntary groups and Parishes in taking climate action	Deliver Round 3 of Community Development Grants, funded by the UK Shared Prosperity Fund, to support organisations based in the borough and/or providing a direct service to residents in line with community priorities.	Executive	October 2025	Launch scheme in July 2025 Close scheme September 2025 Distribute grants October 2025
Raise awareness of climate change, providing regular updates and information.	To continue to provide local borough information to residents, identifying likely topics of interest.	Media & Comms.	Ongoing	Promotion of energy efficient adaptations to Poult Wood Golf Centre – March 2026 Promotion of “No Mow May” throughout April/May 2025 Green Flag Award promotion (Haysden Country Park) by August 2025 Promotion of “Love Parks Week” - By July 2025 Event and social media regarding food waste at VE Day Celebrations – May 2025 Social media campaign to reduce food waste – Sept 2025

Theme	Actions	Lead service	Timescale	Key milestones
				Fly tipping campaign – promote to residents and raise awareness of how to report fly tipping and arrange for legal collections of waste – Autumn 2025 Christmas campaign around wrapping/recycling - Dec 2025 Promote Food Waste Action Week – March 2026

#### TMBC Estate

Theme	Actions	Lead service	Timescale	Key milestones
Reduce the environmental impact of the council's activities, increasing the sustainability of all our operations.	Complete installation of heat pump to replace end-of-life oil boilers at Poult Wood Golf Centre, using the Public Sector Decarbonisation Fund grant from the Department of Energy Security and Net Zero, administered by Salix.	Central	Oct 2026	Completion of design phase – Sept 2025 Completion of procurement exercise – Feb 2026 Completion of work – Oct 2026
	Complete installation of heat pump to replace end-of-life gas boilers at Larkfield Leisure Centre through the Public Sector Decarbonisation Fund grant from the Department of Energy Security and Net Zero, administered by Salix.	Central	February 26	Installation of heat pumps – Dec 2025 Installation of air handling unit – Nov 2025 Completion – Feb 2026
	Develop heat decarbonisation plans for Tonbridge Pool with a view to removing the gas fired boilers.	Central	Sept 2025	Assessment of options – August 2025 Final option and design work – Sept 2025
	Decarbonise Gibson East as part of the Council's rationalisation of Kings Hill office space	Central	Feb 2026	Award of contract – July 2025 Installation of heat pumps, solar PV and LED lighting – January 2026 Scheme completion – Feb 2026

Theme	Actions	Lead service	Timescale	Key milestones
Progress the digitisation of services and reduce the amount of paper both internally and being sent out to clients.	New efficient devices to be rolled out to staff in line with the renewals of equipment.	I.T.	March 26	80 laptops to be replaced with energy efficient equivalents over the year (20 per quarter)
	Business process re-engineering, mobile solutions and digitisation to improve efficiency and reduce carbon footprint continues across services.	I.T.	Ongoing	Continue mapping current solutions with SDS. After approval, these are then passed to the Solution Architect for re-engineering and then to IT Dev team for implementation.

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# **Tonbridge and Malling Borough Council**

## **Carbon Audit:**

### **2024/2025**

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## 1. Summary

Annually, Tonbridge and Malling Borough Council (TMBC) produce a carbon audit. This audit details the carbon dioxide equivalent emissions (CO<sub>2</sub>e) from TMBC's owned estate and operations for the previous fiscal year. This allows for consistent monitoring of emissions over time, highlighting how TMBC is progressing towards meeting its 2030 carbon neutral aspiration.

Carbon audits are developed by TMBC in accordance with the Greenhouse Gas Protocol 'Corporate Accounting and Reporting Standard' and the 'Environmental Reporting Guidelines' developed by the Department of Business, Energy, and Industrial Strategy (BEIS). All emissions were calculated using official greenhouse gas conversion factors published by the Department for Energy Security and Net Zero, and Defra<sup>1</sup>.

In 2024/25 TMBC emitted **3,479.2** tonnes of carbon dioxide equivalent<sup>2</sup> (tCO<sub>2</sub>e).

## 2. Scope emissions

The following section provides an overview of TMBC's emissions scopes:

**Scope 1:** Gas consumption, TMBC vehicle fleet.

**Scope 2:** Electricity consumption.

**Scope 3:** Leisure facilities, Refuse Collection Vehicles (contracted), TMBC business travel, TMBC commuting, Grounds maintenance (contracted), transmission and distribution losses, water supply, water treatment.

**Renewable generation:** Renewable Energy Guarantee of Origin (REGO) electricity tariff.

## 3. Emissions overview

<i>TMBC Emissions (tCO<sub>2</sub>e)</i>						
Emissions Year	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Scope 1	139.0	148.7	143.6	127.8	111.6	130.7
Scope 2	198.0	145.6	131.0	99.9	78.1	109.6
Scope 3	3,266.7	2,592.3	3,049.0	3,170.6	3,137.5	3,349.6
Total Gross Emissions	3,603.7	2,886.6	3,323.6	3,398.3	3,327.2	3,589.9
Renewable Generation	0.0	0.0	133.5	100.9	78.1	110.7
Total Net Emissions	<b>3,603.7</b>	<b>2,886.6</b>	<b>3,190.1</b>	<b>3,297.4</b>	<b>3,249.1</b>	<b>3,479.2</b>

<sup>1</sup> [Government conversion factors for company reporting of greenhouse gas emissions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/conversion-factors-for-company-reporting-of-greenhouse-gas-emissions)

<sup>2</sup> Carbon Dioxide Equivalent (CO<sub>2</sub>e) = Carbon Dioxide, Methane and Nitrous Oxide represented as one equivalent unit, to measure the climate change impact of multiple gasses under one metric.

#### 4. Emissions breakdown

<i>Emissions Sources</i>	<i>Consumption</i>		<i>Emissions Data</i>
<b>Scope 1</b>	<b>Activity</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>
Gas Consumption	677,243	<i>kWh</i>	123.87
LPG Consumption		<i>tonnes</i>	
Oil Consumption		<i>litres</i>	
<b>Council Vehicle Fleet</b>			
Diesel Vehicle	1,628	<i>litres</i>	4.09
Petrol Vehicle	1,300	<i>litres</i>	2.71
Gas Oil		<i>litres</i>	
<b>Total Scope 1</b>			<b>130.7</b>

<b>Scope 2</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>
Electricity Consumption	529,496	<i>kWh</i>	109.63
<b>Total Scope 2</b>			<b>109.63</b>

<b>Scope 3</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>
Transmission & Distribution Losses	529,496	<i>kWh</i>	9.96
Water Supply	2,397	<i>m<sup>3</sup></i>	0.37
Water Treatment	2,277	<i>m<sup>3</sup></i>	0.42
<b>Business Travel</b>			
Car – conventional engine	76,162	<i>miles</i>	20.20
Car- hybrid	164	<i>miles</i>	0.03
Car - Electric	2,542	<i>miles</i>	0.18
Bus		<i>passenger km</i>	
Taxi		<i>passenger km</i>	
Rail		<i>passenger km</i>	
Ferry		<i>passenger km</i>	
Plane		<i>passenger km</i>	
<b>Commuting</b>			
Diesel Car	88,470	<i>miles</i>	23.7
Petrol Car	271,330	<i>miles</i>	72.4
Hybrid Car	35,150	<i>miles</i>	6.6
Electric Car	9,415	<i>miles</i>	0.66
Van	37,660	<i>miles</i>	15.17
Motorbike		<i>miles</i>	
Train		<i>passenger km</i>	
<b>Contractor Travel</b>			
Refuse Collection Vehicles	434,491	<i>litres</i>	1,091.6
<b>Leisure Centres</b>			
Electricity	2,957,882	<i>kWh</i>	612.43
Gas	7,548,357	<i>kWh</i>	1,380.59
Kerosene	12,396	<i>litres</i>	31.49
Diesel	10,181	<i>litres</i>	25.58



Petrol	2,142	<i>litres</i>	4.46
HVO	360	<i>litres</i>	1.01
Water Supply	53,549	<i>m<sup>3</sup></i>	8.2
Water Treatment	50,872	<i>m<sup>3</sup></i>	9.45
Grey Fleet	16,436	<i>miles</i>	4.41
Waste DMR	81	<i>tonnes</i>	0.52
Waste Municipal	219	<i>tonnes</i>	1.40
<b>Grounds Maintenance</b>			
Electricity	5,088	<i>kWh</i>	1.05
Diesel	9,146	<i>litres</i>	22.98
Petrol	2,111	<i>litres</i>	4.40
Gas Oil		<i>litres</i>	
Water Supply	3,068	<i>m<sup>3</sup></i>	0.47
Water Treatment	2,915	<i>m<sup>3</sup></i>	0.54
Waste Composting / Anaerobic Digestion	32.8	<i>tonnes</i>	0.29
Municipal Waste / Combustion	42.3	<i>tonnes</i>	0.27
<b>Total Scope 3</b>			<b>3,349.6</b>

<b>TMBC Gross Emissions Total</b>			<b>3,589.9</b>
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<b>Renewable generation</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>
REGO Tariff	534,584	<i>kWh</i>	110.7
<b>Total</b>			

<b>TMBC Net Emissions Total</b>			<b>3,479.18</b>
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## 5. Company Information

The Tonbridge and Malling Borough Council is a local authority located in Kent, within the Southeast of England.

## 6. Reporting period

This reporting period is from 01/04/2024 to 31/03/2025.

## 7. Emissions overview

### 7.1. Scope 1

Scope 1 emissions were 103.7 tCO<sub>2</sub>e in 2024/25, a fall of 6% from the 2019/2020 baseline. Scope 1 accounted for 3.6% of total emissions from the council estate and operations in 2024/25. In other words, emissions from gas used for heating the council's offices and emissions from TMBC's own vehicles were greater than emissions from electricity use (Scope 2), but much less than the indirect emissions of Scope 3.

Gas consumption for heating produces the majority of Scope 1 emissions, and remain broadly equivalent to baseline gas emissions. Emissions from TMBC owned vehicles continue to fall with the introduction of further electric vehicles for parking enforcement. Emissions from TMBC vehicles were 58% lower than the baseline in 2024/25, and fell by 21% year on year from 2023/24.

### 7.2. Scope 2

Scope 2 emissions were 109.6 tCO<sub>2</sub>e in 2024/25. This is higher than electricity emissions last year, but still a fall of 45% from the baseline year. One reason for higher consumption in the past year may be the increased use of electric vehicles (see Scope 1). However, as TMBC is on a renewable generation electricity tariff, these emissions are accounted as zero for net emissions.

Scope 2 contributed only 3.1% to TMBC's total gross emissions, although these emissions only come from one source: electricity at TMBC sites.

### 7.3. Scope 3

Scope 3 emissions totalled 3,349.6 tCO<sub>2</sub>e in 2024/25, which is 2.5% higher than the 2019/20 baseline. However, this small rise in reported figures may also be due to some data issues and lower readings during the baseline year. The leisure facilities are the largest emitters on the council's estate and operations but, for example, during the 2019 baseline year Larkfield Leisure Centre was partially closed for roofing and maintenance works, providing an unusually low gas use reading for that year. Additionally, the Leisure Trust took on management for Leybourne Lakes Country Park in November 2021, such that electricity use figures for this site are not reflected in baseline totals. As such it is reasonable to assume that Scope 3 emissions are broadly equivalent to their levels in the baseline year, with the latest reporting year 2024/25 offering a more accurate picture of emissions.

Leisure facilities remain the most significant contributor to total and to Scope 3 emissions, producing 2,078.6 tCO<sub>2</sub>e in 2024/25, or 62% of the Scope 3 total. Refuse collection vehicles were the second largest source of total and Scope 3 emissions, producing 1,091.6 tCO<sub>2</sub>e, accounting for a third (33%) of the Scope 3 total. Emissions from Refuse Collection Vehicles are 3% higher in 2024/25 than in the previous year, perhaps due to meeting additional demand from increasing number of households.

Staff commuting by car or van was the third largest source of Scope 3 emissions, producing 118.5 tCO<sub>2</sub>e or 4% of the Scope 3 total. Other sources produced less than 1% of Scope 3 emissions, including business travel (20.4 tCO<sub>2</sub>e) and the Grounds Maintenance contract (30 tCO<sub>2</sub>e). Water supply and treatment, and transmissions and distribution losses accounted for 0.3% of Scope 3 emissions.

#### **7.4. Carbon offsets**

TMBC continued its renewable electricity tariff. Therefore, emissions associated from electricity consumption are 0 tCO<sub>2</sub>e for reporting purposes.

However, for clarity, and to highlight the emissions impact of energy consumption, we report on gross emissions (without the renewable tariff) and net emissions, which considers the tariff. This approach is highlighted in the emissions breakdown section on page 4.

TMBC's net emissions are reported as the final net emissions figure for the corresponding fiscal year. Therefore, for 2024 / 2025, TMBC's net total emissions are reported as **3,479.2** tCO<sub>2</sub>e.

#### **7.5. Significant emissions and consumption changes**

As in previous years, the largest changes from baseline are due to the introduction of electric vehicles for parking enforcement, and changes in working patterns that have significantly reduced utilities use and commuting emissions. The reduction in electricity (Scope 2) emissions is significant at 45% lower than baseline, over and above reductions due to increasing use of renewables for supply from the National Grid. As noted in sections 7.1 and 7.2, the switch to electric vehicles has reduced Scope 1 vehicle emissions significantly from the baseline and year-on-year, while increasingly electricity use at the offices. However, this remains an overall improvement in emissions, particularly with the use of renewable energy supply.

Although emissions from commuting by car or van are 66% lower than the baseline in 2024/25, they have risen by 3% to 118.5 tCO<sub>2</sub>e since 2023/24. This may reflect further changes in working patterns, with more people travelling into the office more frequently, as there has also been a positive shift towards hybrid and electric vehicle ownership by staff. Conversely, the council seems to have retained the reduction in business travel that followed the COVID pandemic, with emissions falling for a fifth year in a row to 20.4 tCO<sub>2</sub>e, although there is likely some under-claiming of business travel. Emissions from home-working in 2024/25 have not been calculated.

Emissions from the largest emitting sources, leisure facilities and Refuse Collection Vehicles, remain high and, as noted above, are both increasingly slightly year-on-year. Emissions from leisure facilities rose 11% in 2024/25 compared to the previous year, although data issues and seasonal variability should be taken into account. Due to the investments in solar panels, a heat pump at Larkfield Leisure Centre, due to be installed in 2025, and other energy efficiency measures, this source of emissions should start to come down.

#### **7.6. Largest emitting sources**

1. Leisure facilities (2,078.6 tCO<sub>2</sub>e)
2. Refuse collection vehicles fuel (1,091.6 tCO<sub>2</sub>e)
3. Gas consumption at council offices (124 tCO<sub>2</sub>e)
4. Commuting by car or van (118.5 tCO<sub>2</sub>e)

## 5. Electricity consumption at council owned sites (110 tCO<sub>2</sub>e)

## 8. Measuring and reporting

Reporting on TMBC emissions will take place annually, following the greenhouse gas protocol and DESNZ reporting guidelines.

This carbon audit will be reported to management team, and consequently taken through any relevant scrutiny process.

## 9. Scope Explanation

<i>Scope</i>	<i>Activity</i>	<i>Description</i>	<i>Data Source</i>
Scope 1	Gas Consumption	Used to heat our buildings.	Data obtained from council utility bills.
Scope 1	Oil Consumption	Used to heat our buildings.	Data obtained from council utility bills.
Scope 1	Vehicle Fleet	The council's vehicle fleet.	Data obtained from council fuel invoices.
Scope 2	Purchased electricity	Electricity purchased from the national grid to power the council's buildings.	Data obtained from council utility bills.
Scope 3	Transmission and Distribution Losses	Indirect emissions from the transmission and distribution of our purchased electricity.	Data obtained from council utility bills.
Scope 3	Water Supply	The supply of water to our buildings.	Data obtained from council utility bills.
Scope 3	Water Treatment	The water we return to the system (90% return to sewer rate).	Data obtained from council utility bills.
Scope 3	Business Travel	Staff and member travel in their own vehicles on business grounds.	Obtained using employee mileage claims.
Scope 3	Commuting	Staff travel to and from work premises.	Obtained using staff surveys.
Scope 3	Contractor Travel	Travel by contractors to conduct work commissioned by the council, e.g., waste collection.	Obtained through contractor fuel records.
Scope 3	Leisure Centres	Emissions from leisure centre use of electricity, gas, fuel, water, vehicles, and disposal of waste.	Data obtained from council bills, and mileage claims.
Scope 3	Grounds Maintenance	Emissions from Grounds Maintenance use of electricity, gas, fuel, water, vehicles, and disposal of waste.	Data obtained from council bills, and mileage claims.

## 10. Organisational boundary

Our organisation boundary is (as defined by BEIS) activities in which the organisation has financial and operational control. Therefore, the boundary covers everything that TMBC has the above control over. This follows guidance from the previous National Indicator 185:

*“The indicator is to include all CO<sub>2</sub> emissions from the delivery of local authority functions. In terms of the meaning of the word in legislation "function" covers both the duties and powers of an authority. It covers all an authority's own operations and outsourced services” (DEFRA, 2008, p.3).*

## 11. Geographical breakdown

All TMBC activities occur within the Tonbridge and Malling District, except for some staff and member business travel and commuting activities.

## 12. Base year

TMBCs base year is: 01/04/2019 to 31/03/2020.

## 13. Base year recalculation policy

This base year will be recalculated following any significant structural or methodological changes. If lack of data prevents the base year from being recalculated, then the following year will be recalculated instead.

As of September 2022, the base year has already been recalculated to include commuting emissions data.

Base year emissions are 3,603.7tCO<sub>2</sub>e

## 14. Emissions target

TMBC has a 2030 carbon neutral aspiration.

## 15. Intensity measurement

No intensity measurement has been conducted.

## 16. External assurance statement

No external assurance has been conducted. However, the initial base year calculation was produced externally and then recalculated internally.

## 17. Carbon offsetting

No carbon offsetting has been conducted for 2024/25.

## 18. Renewable / green tariffs

TMBC has been on a renewable tariff (Renewable Electricity Guarantee of Origin) since 2021/22.

## 19. Background documents

- Greenhouse Gas Protocol: Corporate Accounting and Reporting Standard.
- HM Government: Environmental Reporting Guidelines.

## 19. References

- UK Government GHG Conversion Factors for Company Reporting, Department for Energy Security & Net Zero, and Department for Environment, Food & Rural Affairs, 2024. [https://assets.publishing.service.gov.uk/media/6722567487df31a87d8c497e/ghg-conversion-factors-2024-full\\_set\\_for\\_advanced\\_users\\_v1\\_1.xlsx](https://assets.publishing.service.gov.uk/media/6722567487df31a87d8c497e/ghg-conversion-factors-2024-full_set_for_advanced_users_v1_1.xlsx). Last accessed 3 April 2025.
- Department for Environment, Food and Rural Affairs (DEFRA)., 2008. *Guidance to local authorities and Government Offices on National Indicator 185*. London, UK: DEFRA. pp. 3.

## 20. Annex 1: Detailed emissions statement

Please see pages 10 - 12 for our complete emissions statement. This details the following gasses, in addition to carbon dioxide equivalent (CO<sub>2</sub>e): carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O).

## TMBC Detailed Emissions Statement 2024/25

<i>Emissions Sources</i>	<i>Consumption</i>		<i>Emissions (tonnes)</i>			
<b>Scope 1</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>	<b>t CO<sub>2</sub></b>	<b>t CH<sub>4</sub></b>	<b>t N<sub>2</sub>O</b>
Gas Consumption	677,243	kWh	123.87	123.62	0.19	0.06
LPG Consumption		tonnes				
Oil Consumption		litres				
<b>Council Vehicle Fleet</b>	-	-	-	-	-	-
Diesel Vehicle	1,628	litres	4.09	4.04	0.00	0.05
Petrol Vehicle	1,300	litres	2.71	2.69	0.01	0.01
Gas Oil		litres				
<b>Total Scope 1</b>	-	-	130.7	130.3	0.2	0.1

<b>Scope 2</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>	<b>t CO<sub>2</sub></b>	<b>t CH<sub>4</sub></b>	<b>t N<sub>2</sub>O</b>
Electricity Consumption	529,496	kWh	109.63	108.51	0.48	0.65
<b>Total Scope 2</b>	-	-	109.63	108.51	0.48	0.65

<b>Scope 3</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>	<b>t CO<sub>2</sub></b>	<b>t CH<sub>4</sub></b>	<b>t N<sub>2</sub>O</b>
Transmission & Distribution Losses	529,496	kWh	9.69	9.59	0.04	0.06
Water Supply	2,397	m <sup>3</sup>	0.37			
Water Treatment	2,277	m <sup>3</sup>	0.42			
<b>Business Travel</b>	-	-	-	-	-	-
Small Car	26,051	miles	5.98	5.94	0.01	0.03
Medium Car	46,536	miles	12.92	12.83	0.01	0.08
Large Car	3,575	miles	1.29	1.28	0.00	0.01
Hybrid Car	164	miles	0.03	0.03	0.00	0.00
Electric Car	2,542	miles	0.18	0.18	0.00	0.00

Bus		<i>passenger km</i>				
Taxi		<i>passenger km</i>				
Rail		<i>passenger km</i>				
Ferry		<i>passenger km</i>				
Plane		<i>passenger km</i>				
<b>Commuting</b>	-	-	-	-	-	-
Diesel Car	88,470	<i>miles</i>	23.66	23.42	0.00	0.24
Petrol Car	271,330	<i>miles</i>	72.42	72.13	0.15	0.14
Hybrid Car	35,150	<i>miles</i>	6.57	6.51	0.01	0.05
Electric Car	9,415	<i>miles</i>	0.66	0.65	0.00	0.00
Van (diesel)	37,660	<i>miles</i>	15.17	15.07	0.00	0.10
Motorbike		<i>miles</i>				
Train		<i>passenger km</i>				
<b>Contractor Travel</b>	-	-	-	-	-	-
Refuse Collection Vehicles	434,491	<i>litres</i>	1,091.62	1,077.21	0.13	14.28
<b>Leisure Centres</b>	-	-	-	-	-	-
Electricity	2,957,882	<i>kWh</i>	612.43	606.16	2.66	3.61
Gas	7,548,357	<i>kWh</i>	1,380.59	1,377.80	2.11	0.68
Kerosene	12,396	<i>litres</i>	31.49	31.33	0.08	0.07
Diesel	10,181	<i>litres</i>	25.58	25.24	0.00	0.33
Petrol	2,142	<i>litres</i>	4.46	4.43	0.02	0.01
HVO	360	<i>litres</i>	0.01	-	-	-
Water Supply	53,549	<i>m<sup>3</sup></i>	8.20	-	-	-
Water Treatment	50,872	<i>m<sup>3</sup></i>	9.45	-	-	-
Grey Fleet	16,436	<i>miles</i>	4.41	4.38	0.00	0.03
Waste DMR	81	<i>tonnes</i>	0.52	-	-	-
Waste Municipal	219	<i>tonnes</i>	1.40	-	-	-
<b>Grounds Maintenance</b>						
Electricity	5,088	<i>kWh</i>	1.05	1.04	0.00	0.01
Diesel	9,146	<i>litres</i>	22.98	22.68	0.00	0.30



Petrol	2,111	litres	4.40	4.37	0.02	0.01
Gas Oil		litres				
Water Supply	3,068	m <sup>3</sup>	0.47	0.00	0.00	0.00
Water Treatment	2,914	m <sup>3</sup>	0.54	0.00	0.00	0.00
Waste Composting / Anaerobic Digestion	32.8	tonnes	0.29	0.00	0.00	0.00
Municipal Waste / Combustion	42.77	tonnes	0.27	0.00	0.00	0.00
<b>Total Scope 3</b>			<b>3,349.56</b>	<b>3,302.29</b>	<b>5.28</b>	<b>20.05</b>

<b>TMBC Gross Emissions Total</b>	-	-	<b>3,589.87</b>	<b>3,541.15</b>	<b>5.95</b>	<b>20.81</b>
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<b>Renewable generation</b>	<b>Activity Data</b>	<b>Unit</b>	<b>t CO<sub>2</sub>e</b>	<b>t CO<sub>2</sub></b>	<b>t CH<sub>4</sub></b>	<b>t N<sub>2</sub>O</b>
REGO Tariff	534,584	kWh	110.69	109.55	0.48	0.65
<b>Total</b>	-	-				

-	-	-	<b>t CO<sub>2</sub>e</b>	<b>t CO<sub>2</sub></b>	<b>t CH<sub>4</sub></b>	<b>t N<sub>2</sub>O</b>
<b>TMBC Net Emissions Total</b>	-	-	<b>3,479.18</b>	<b>3,431.60</b>	<b>5.47</b>	<b>20.16</b>

## 21. Version control

<b>Document name</b>	Tonbridge and Malling Borough Council Carbon Audit 2024/25		
<b>Document description</b>	This carbon audit details emissions from TMBC for the 2024/25 fiscal year.		
<b>Responsible officer</b>	Gill Fox, Policy, Scrutiny & Communities Manager		
<b>Version Number</b>	<b>Update reason</b>	<b>Author</b>	<b>Review date</b>
1	First version	Carrie Spencer, Climate Change Officer	TBC

## Communities and Environment Scrutiny Select Committee

16 July 2025

### Part 1 - Public

#### Matters for Cabinet - Non-key Decision



Cabinet Member

Cllr Des Keers, Cabinet Member for Community Services

Responsible Officer

Adrian Stanfield, Director of Central Services and Deputy Chief Executive

Report Author

Alison Finch, Safer & Stronger Communities Manager

#### Renewal of the Public Space Protection Notice

##### 1 Summary and Purpose of Report

- 1.1 The Anti-social Behaviour, Crime and Policing Act 2014 places a duty on the Council to tackle Anti-social Behaviour (ASB), working co-operatively with the Police, social landlords and other agencies. Public Spaces Protection Orders (PSPOs) are one of a number of new tools contained within the Act and are intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.
- 1.2 A PSPO has been in place in the borough since April 2017 and was reviewed in 2020 and 2023. The current PSPO is due to end in April 2026, and we can extend this for a further three years.
- 1.3 This report therefore gives details about the proposed PSPO for 2026 and details of the consultation that must take place as part of the PSPO renewal process.

##### 2 Corporate Strategy Priority Area

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 Having a PSPO in place helps to reduce anti-social behaviour, therefore making the borough a safer place for residents.

##### 3 Recommendations

- 3.1 That Members agree to the proposed amendments to the Public Space Protection Order.

- 3.2 That Members agree to go out for public consultation for a six-week period.

#### **4 Introduction and Background**

- 4.1 The council can make a PSPO on any public space in its own area. The definition of a public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission, for example a shopping centre. It does not just apply to land owned by the Borough Council but to any open space anywhere in the borough (even land owned by Parish Councils or Kent County Council).
- 4.2 The test for a PSPO is designed to be broad and focus on the impact anti-social behaviour is having on victims and communities. A PSPO can be made by the council if they are satisfied on reasonable grounds that the activities carried out, or likely to be carried out, in a public space:
- have had, or are likely to have, a detrimental effect on the quality of life of those in the locality; and
  - the effect or likely affect of the activities:
    - is, or is likely to be, persistent or continuing in nature;
    - is, or is likely such to make the activities unreasonable; and
    - justifies the restrictions imposed.
- 4.3 The Statutory Guidance for frontline professionals on the Anti-social Behaviour, Crime and Policing Act 2014 advises that:
- 4.4 *‘the council should give due regard to issues of proportionality: is the restriction proposed proportionate to the specific harm or nuisance that is being caused? Councils should ensure that the restrictions being introduced are reasonable and will prevent or reduce the detrimental effect continuing, occurring or recurring. In addition, councils should ensure that the Order is appropriately worded so that it targets the specific behaviour or activity that is causing nuisance or harm and thereby having a detrimental impact on others’ quality of life. Councils should also consider whether restrictions are required all year round or whether seasonal or time limited restrictions would meet the purpose.’*
- 4.5 In relation to groups hanging around/ standing in groups/ playing games, the guidance advises as follows:
- 4.6 *‘It is important that councils do not inadvertently restrict everyday sociability in public spaces. The Public Spaces Protection Order should target specifically the problem behaviour that is having a detrimental effect on the community’s quality of life, rather than everyday sociability, such as standing in groups which is not in itself a problem behaviour.’*

- 4.7 *Where young people are concerned, councils should think carefully about restricting activities that they are most likely to engage in. Restrictions that are too broad or general in nature may force the young people into out-of-the-way spaces and put them at risk. In such circumstances, councils should consider whether there are alternative spaces that they can use.*
- 4.8 *People living in temporary accommodation may not be able to stay in their accommodation during the day and so may find themselves spending extended times in public spaces or seeking shelter in bad weather. It is important that public spaces are available for the use and enjoyment of a broad spectrum of the public, and that people of all ages are free to gather, talk and play games.'*
- 4.9 A single PSPO can include multiple restrictions and requirements in one order. It can prohibit certain activities, such as the drinking of alcohol, as well as placing requirements on individuals carrying out certain activities, for instance making sure that people walking their dogs keep them on a lead.
- 4.10 The maximum duration of a PSPO is three years but they can last for shorter periods where appropriate. At any point before expiry the council can extend a PSPO by up to three years if they consider that it is necessary to prevent the original behaviour from occurring or reoccurring. If a new issue arises in an area where a PSPO is in force the council can vary the terms of the order at any time. This can change the size of the restricted area or the specific requirements or restrictions. As well as varying the PSPO, a council can also seek to discharge it at any time.

## **5 Proposal**

- 5.1 After consultation with Borough Council officers, we are proposing to proceed with a PSPO containing multiple restrictions. Some of these restrictions are the same as were included previously, as we have been able to provide evidence to show that the issues are continuing. In addition, we are also proposing one new restriction to prevent camping in the Memorial Gardens, Tonbridge. Annex 1 sets out the current PSPO restrictions and the new/proposed restriction. We are also proposing amending the wording in the restriction relating to the use of drones. The wording will be amended from 'No person may operate a drone from or in any open space owned by the Borough Council without first obtaining authorisation from the Borough Council' to 'No person may *launch or land* a drone from any open space owned by the Borough Council without first obtaining authorisation from the Borough Council'.
- 5.2 As found in the previous PSPO, some of the restrictions are borough wide (e.g. deterring dog fouling, dogs on leads by direction) and some are specific to geographical locations depending on particular issues (for example to prevent the use of unauthorised BBQs within Leybourne Lakes Country Park). We believe that each of the proposed restrictions passes the PSPO 'Test' (see paragraph 2 above) and that they will all help to prevent ASB in the borough.

- 5.3 Discussions were held with TMBC Officers to look at what evidence we had to show the need to continue with our current PSPOs and also to look at any additional restrictions we wanted to include. Annex 2 lists the evidence that was gathered to show that there is a need for each of those restrictions proposed.
- 5.4 Officers have used evidence and professional judgement to develop this proposed PSPO and have considered all issues/areas against the stated test process. It is not possible, or appropriate, to include every area within the borough with an anti-social behaviour issue (or perceived issue). The majority of ASB can be dealt with through other measures without the need for a Public Spaces Protection Order.
- 5.5 We also considered the enforcement of any restrictions included with the PSPO. Any restriction needs to be enforceable and Fixed Penalty Notices (FPNs) for breaches of the PSPO can be issued by authorised Borough Council staff and the ASB Enforcement Team (when in post). We did not want to include any restrictions within the PSPO which are not going to be enforceable, for example preventing people from riding bicycles on the pavement. We do not have the staff/resources to be able to enforce this and to include it as a PSPO would raise expectations that the Borough Council will deal with this issue.
- 5.6 Once the PSPO is approved by Members, we plan to go out for consultation for a six-week period, likely to be from the start of September 2025. The consultation will be online, although hard copies will also be available. During this time, we will also consult with the Police and Crime Commissioner and Kent Police.
- 5.7 A report will then be brought back to a future Board meeting to give details of the consultation response and allow for a final PSPO to be confirmed.

## **6 Other Options**

- 6.1 Members may wish to discuss if there are any additional restrictions that they would like to see included in the PSPO. This needs to bear in mind the threshold test and also consider how the restriction will be enforced.

## **7 Financial and Value for Money Considerations**

- 7.1 The Director of Central Services and Deputy Chief Executive confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

## **8 Risk Assessment**

- 8.1 All appropriate risk assessments will be undertaken as required.

## **9 Legal Implications**

- 9.1 The power to make a PSPO is subject to a number of conditions as set out in the Anti-Social Behaviour, Crime and Policing Act 2014 (see paragraph 4.2 of this

report). We will continue to review the proposed terms of the PSPO against the conditions set out in the Act to ensure that the order is lawful.

- 9.2 Once the final PSPO measures are agreed the PSPO will need to be published in accordance with the regulations made by the Secretary of State

## **10 Consultation and Communications**

- 10.1 Once the PSPO restrictions are approved then public consultation will need to take place. This will be a six-week consultation which will be available to the public, parish council's and relevant partners via an online form, as well as paper copies.

## **11 Implementation**

- 11.1 Once all the restrictions are agreed then a copy of the Order would need to be published by April 2026 in accordance with regulations made by the Secretary of State.

## **12 Cross Cutting Issues**

- 12.1 Climate Change and Biodiversity

- 12.1.1 Limited or low impact on emissions and environment.

- 12.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

- 12.2 Equalities and Diversity

- 12.2.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

- 12.3 Other If Relevant

- None

Background Papers	None
Annex 1 Annex 2	Proposed Public Space Protection Order 2026 Evidence for PSPO restrictions

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# The Tonbridge & Malling Borough Council

## Public Spaces Protection Order 2026

Pursuant to powers granted to the Council under s.59 of the Anti-social Behaviour, Crime and Policing Act 2014, Tonbridge and Malling Borough Council has made the following Order:

From 1 April 2026 it is an offence for a person without reasonable excuse:

- (a) To do anything that the person is prohibited from doing in this Order, or
- (b) To fail to comply with any requirement to which the person is subject under this Order

A person guilty of an offence in relation to this Order is liable on summary conviction to a fine not exceeding level 3 on the standard scale (£1,000 as at 28<sup>th</sup> June 2025).

The Council or a Police Constable may issue a fixed penalty notice to any person he or she has reason to believe has committed an offence in relation to this Order. A fixed penalty notice offers the opportunity to discharge liability for conviction upon payment of a fine of £100.

### Measures affecting the whole of the Borough of Tonbridge and Malling

The following measures apply to all areas to which the general public has access within Tonbridge and Malling:

**a. Dog Fouling**

No person is permitted to leave dog faeces deposited by any dog under their control or ownership in any public place, save in a designated dog faeces bin or general waste bin. Owners and dog-walkers must clean up after dogs under their control, care or ownership.

**b. Exclusion of Dogs from Children's Play Areas**

No person in control, care or ownership of a dog may allow (whether wilfully or otherwise) those dogs to enter or remain upon any Children's Play Area.

**c. Dogs on Leads by Direction**

When required by an authorised officer of the Council, any person in control of dogs must place those dogs on a lead.

**d. Maximum Numbers of Dogs Under a Person's Control**

No person is permitted to have under their individual control more than 6 dogs in a public place.

**e. Alcohol Control**

No person may drink alcohol in a public place if requested to stop by an authorised officer of the Council or Police Constable.

**f. Public Urination/ Defecation**

No person may urinate or defecate in any public place, except in a public lavatory.

**g. Use of Drones**

No person may launch or land a drone from any open space owned by the Borough Council without first obtaining authorisation from the Borough Council.

For the purposes of this measure, “drone” means any remote-controlled pilotless aircraft or Unmanned Aerial Vehicle.

**h. Vehicles on public open spaces**

No person may park a vehicle on any public open space within the borough, save in a designated vehicle parking space. For the purposes of this provision, ‘public open space’ shall mean any land laid out as a public garden or used for the purposes of public recreation.

**i. Nuisance associated with car/motorcycle meetings**

No person may participate in car cruising activity as a passenger or driver of a vehicle within the area designated in this Order

No person may congregate in an area to spectate cruising activity undertaken by vehicles in the area designated in this Order.

For the purposes of this measure, “car cruising activity” means, as a driver or passenger of a vehicle: driving in convoy; performing stunts; sounding horns repeatedly; revving engines; wheel spins; playing music (in a manner which creates annoyance to the public); using foul or abusive language; causing obstruction on a public highway, whether moving or stationary; or engaging in any other activity that a reasonable person would consider to be a “car cruising activity”

**2. Area- Specific Measures**

In addition to the Borough-wide measures, the following measures apply within the boundaries of these designated areas:

**a. Leybourne Lakes Country Park****i. No unauthorised Barbecues**

No person may use any barbecue, open fire or other method of cooking or heating food within the Country Park unless specifically authorised in writing by the Council

**ii. No unauthorised swimming, bathing or boating**

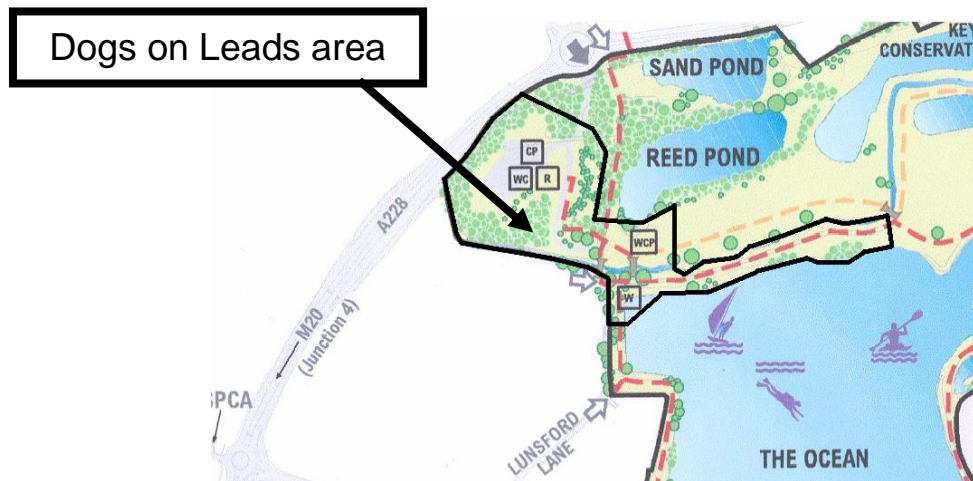
No person may swim, bathe or operate any boat or craft in any lake within the Country Park unless specifically authorised in writing by the Council

**iii. Dogs on Leads at all times in designated areas**

Dogs must be kept on leads at all times within the areas shown on the plan below. Broadly, these areas are the car parks and the access road for the Watersports facility.

**iv. No unauthorised camping**

No person may camp in any place within the Country Park unless specifically authorised in writing by the Council.



**b. Tonbridge Memorial Gardens**

**i. No wheeled-sports activities**

No wheeled-sports activities may take place within the Tonbridge Memorial Gardens. This includes, but is not limited to: skateboards, BMX, in-line skating and scooters.

**ii. No unauthorised camping**

No person may camp in any place unless specifically authorised in writing by the Council.

**c. Tonbridge Moorings**

**i. No unauthorised mooring**

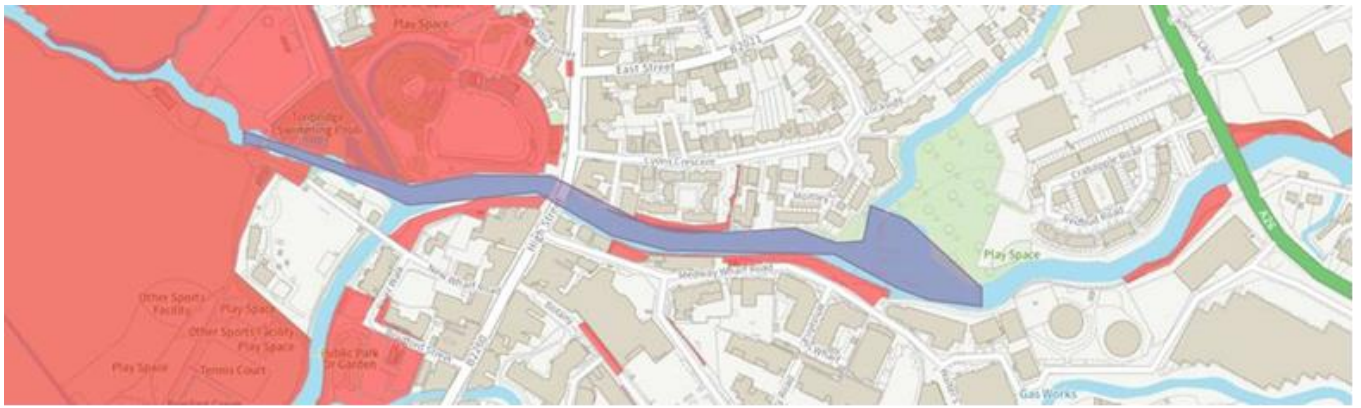
No person is entitled to moor any boat or craft on the moorings unless licenced to do so or otherwise specifically authorised in writing by the Council or Environment Agency.

**ii. No unauthorised camping**

No person may camp in any place unless specifically authorised in writing by the Council.

**iii. No unauthorised swimming or bathing**

No person may swim or bathe within the area shown in purple at any time.



**iv. Anti-social behaviour associated with fishing**

No person may fish as shown within the purple area above.

**d. Haysden Country Park**

**i. No unauthorised Barbecues**

No person may use any barbecue, open fire or other method of cooking or heating food within the Country Park unless specifically authorised in writing by the Council

**ii. No unauthorised swimming, bathing or boating**

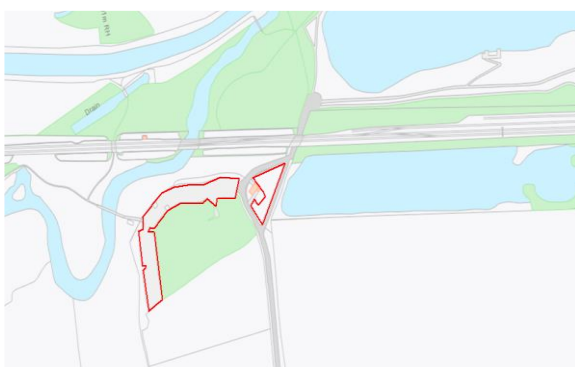
No person may swim, bathe or operate any boat or craft in any lake within the Country Park unless specifically authorised in writing by the Council

**iii. Dogs on Leads at all times in designated areas**

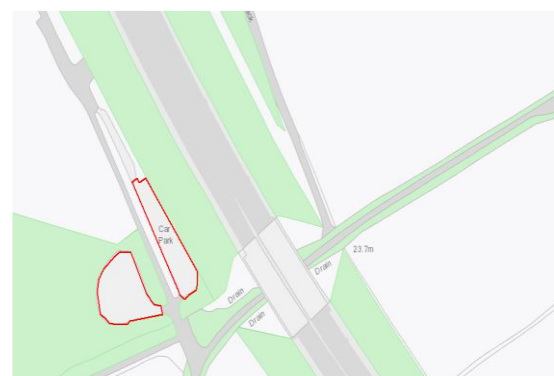
Dogs must be kept on leads at all times within the areas shown on the plans below. Broadly, these areas are the car parks and around the catering unit.

**iv. No unauthorised camping**

No person may camp in any place within the Country Park unless specifically authorised in writing by the Council.



Map above showing dogs on lead area within main car park and catering area within Haysden Country Park



Map above showing dogs on lead area within Lower Haysden Lane Car Park



Map above showing dogs on lead area within Audley Rise Car Park

e. Tonbridge Racecourse Sportsground and Tonbridge Castle

i. **No unauthorised Barbecues**

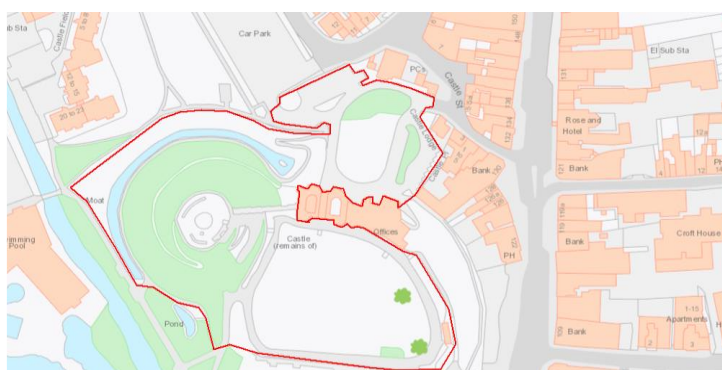
No person may use any barbecue, open fire or other method of cooking or heating food within these areas unless specifically authorised in writing by the Council

ii. **Dogs on Leads at all times in designated areas**

Dogs must be kept on leads at all times within the areas shown on the plan below. Broadly, these areas are the castle grounds.

iii. **No unauthorised camping**

No person may camp in any place within these areas unless specifically authorised in writing by the Council.



f. Tonbridge Farm Sports Ground

i. **No unauthorised Barbecues**

No person may use any barbecue, open fire or other method of cooking or heating food within these areas unless specifically authorised in writing by the Council

ii. **Dogs on Leads at all times in designated areas**

Dogs must be kept on leads at all times within the areas shown on the plan below. Broadly, this is the Sports Ground car park.

iii. **No unauthorised camping**

No person may camp in any place within these areas unless specifically authorised in writing by the Council.



g. Tonbridge Cemetery

i. **Dogs on leads at all times**

Dogs must be kept on leads at all times within Tonbridge Cemetery



h. Closed Churchyards at St Peter's and St Paul's Churches

i. **Dogs on leads at all times**

Dogs must be kept on leads at all times within the Churchyards of St Peter's and St Paul's churches

i. Holborough Lakes, Snodland

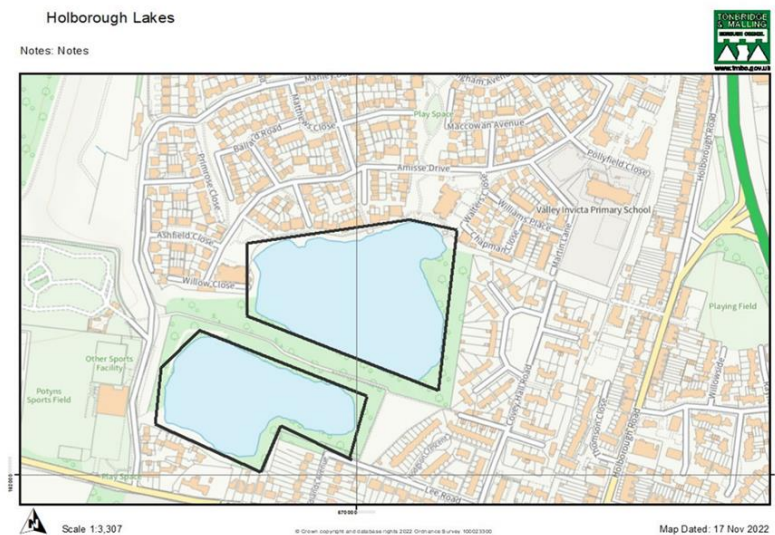
(i) **No unauthorised swimming, bathing or boating**

No person may swim, bathe or operate any boat or craft in any lake within Holborough Lakes unless specifically authorised in writing



## Holborough Lakes

Notes: Notes



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### Evidence for PSPOs

The behaviour to be restricted has to: be having, or likely to have, a detrimental effect on the quality of life of those in the locality; be persistent or continuing nature; and be unreasonable.

PSPOs are designed to ensure the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.

The Council can make a PSPO on any public space within its own area. The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission (e.g. a shopping centre).

Issue	Evidence
<b>Borough Wide</b>	
Dog fouling	Email sent by Dog Warden on 14/01/25 regarding dog fouling in Keynes Garden, Tonbridge. CCTV camera placed in Pembury Road, Tonbridge due to persistent reports of dog fouling in the area. Reports via the Dog Warden of dog fouling in Snodland High Street.
Exclusion of dogs in play areas	A play area should be a safe place for all children to play. Some dogs can be intimidating to young children and in addition dog faeces can cause severe illness if children get in contact with it (JF) Have received complaints from residents that there are dogs going into play areas (Community Safety).
Dogs on lead by direction	A common-sense approach which gives us the ability to manage our open spaces for the safety and benefit of the public and wildlife (JF) Leybourne Lakes – An FPN issued for dogs off a lead in a designated area.
Maximum number of dogs – 6	We often receive calls about dogs not being in control one person cannot control many dogs. This PSPO can also act as a deterrent to deter people from walking more than 6 dogs at a time (JF)
Alcohol control	A problem in many key open spaces which occurs every year (JF) Reports of street drinkers causing an issue (in Tonbridge). The PSPO is a good deterrent/tool to have in place. (ML)

No urinating/defecating	This still occurs on open spaces and isn't acceptable for the health and wellbeing of the general public using these spaces properly. (JF) Three FPNs issued for public urination since 2023. Email from a resident 08/01/25 – reporting that a waste collector was urinating on her property. An FPN was issued for this offence.
Use of drones	Usage of these is increasing, this gives us the ability to formalise usage and make it safe for the public. (JF)
Vehicles on public open spaces	A constant problem on many open spaces causes damage and restricting legitimate users of the areas. Also a H&S issue to the public. (JF) Email 13/02/25 from a resident to TMBC regarding vehicles parking on public open space in Trafalgar Close, Wouldham. Ongoing problems at Shipbourne Road open space (owned by Clarion) – a number of emails from local Councillors on this issue.
Nuisance associated with car/motorbike meetings	54 FPNs issued since 2023 Numerous complaints regarding nuisance vehicles around Snodland/Holborough Lakes/McDonalds and East Peckham. Also previous problems at Larkfield and Blue Bell Hill. Discussed at CSU Weekly meetings.
<b>Leybourne Lakes</b>	
No BBQs	Still a big problem on key sites can cause wildfires which are a danger to public and wildlife. The PSPO acts as a deterrent to stop anyone thinking about lighting a BBQ (JF)
No swimming	Still a big problem with many fines issued. Causes ASB to regular visitors and puts their safety at risk (JF) 21 FPNs issued for unauthorised swimming in Leybourne Lakes since 2023.
Dogs on lead in designated areas	Areas identified are around food areas and cars – this is for the safety of the public and the animals (JF) Email 12/03/25 - Could the dog warden arrange some time at LLCP to enforce against dogs off leads please as this has been highlighted by the ranger team as an issue with persistent offenders. (From SG, Leisure Services Manager)

	Statement provided by Park Ranger due to a lady not putting her dog on a lead in the designated area (21/02/25) FPN issued.
No camping	Still a regular issue on open spaces which can cause fear in the general public (JF)
<b>Haysden Country Park</b>	
No BBQs	Still an issue causes damage and potential wildfires (JF)
No swimming	Still an issue causes ASB and danger to public (JF)
Dogs on lead in designated areas	These are food and car park areas to ensure safety of dogs and public (JF)
No camping	Still a problem with ad hoc reports through the year (JF)
<b>Tonbridge Memorial Gardens</b>	
No wheeled sports	Still a problem which causes upset with the public when visiting this area of quiet reflection (JF)
<b>Tonbridge Moorings/ Tonbridge Lock</b>	
No camping	Still a problem and linked to ASB associated with fishing (JF)
No unauthorised mooring	This allows the public to use this area legitimately (JF)
No unauthorised swimming or bathing	We have had problems with people jumping into the water at Town lock and off bridges. This is ASB and dangerous. Numerous complaints from the public. Police have attended as well as CSU (AF)
Anti-social behaviour associated with fishing	Town lock has struggled with unauthorised anglers and people camping on-site. These issues often act as an invitation for others to attend and have regularly resulted in mass complaints from residents and regular visits from Kent Police. Anglers often leave litter including fishing line which can be fatal for wildlife (JF) One FPN issued since 2023.

<b>Tonbridge Racecourse and Castle Grounds</b>	
No BBQs	Still a problem causing damage to site (JF)
Dogs on lead in castle grounds	Tonbridge castle is a tourist area and unsuitable for dogs to be off leads as many events and general public use the open space (JF)
No camping	This is a scheduled ancient monument which tourist visits and unauthorised camping would not be appropriate (JF)
<b>Tonbridge Farm</b>	
No BBQs	Still a problem causing damage and potential fires (JF)
Dogs on lead in car park	For the safety of dogs and the public (JF)
No camping	Still a problem with occasion reports from public and councillors (JF)
<b>Tonbridge Cemetery</b>	
Dogs on leads	An area for funerals and quiet reflections dogs running around on site would not be appropriate. Have received reports of people allows their dogs to run around and looking at a possible FPN for this. (JF)
<b>Closed Churchyards</b>	<b>(St Stephens and St Peters &amp; St Pauls).</b>
Dogs on leads	This is an area for quiet reflection and dogs running around would not be appropriate (JF)
<b>Holborough Lakes</b>	
No unauthorised swimming/bathing/boating	Lots of problems experienced over the summer period regarding people swimming in the lake (although should be noted that the majority of these were young people).
<b>Potential PSPOs</b>	
Tonbridge Memorial Gardens – No camping	Report of a tent in the Memorial Gardens (raised by LF) - . “Grounds are concerned as the individual along with others have been lighting fires and it is growing in it’s occupants, be this the single occupant or groups that gather with him and it has reached a point where it is not seen that there can be a resolution via a housing/homeless point of view or that it will now never stop being occupied so that grounds can clear it.” (Email 05/03/25)

## Communities and Environment Scrutiny Select Committee

16 July 2025

### Part 1 - Public

#### Matters for Cabinet - Non-key Decision



Cabinet Member

Cllr Des Keers, Cabinet Member for Community Services

Responsible Officer

Adrian Stanfield, Director of Central Services and Deputy Chief Executive

Report Author

Alison Finch, Safer & Stronger Communities Manager

#### Prevent Strategy Action Plan 2025-2028

##### 1 Summary and Purpose of Report

- 1.1 The Counter Terrorism and Security Act 2015 contains a duty on specified authorities i.e. Tonbridge & Malling Borough Council, to have due regard to the need to prevent people from being drawn into terrorism. This is also known as the Prevent duty. As part of this duty we are required to develop a 'Prevent Action Plan' detailing actions that the Borough Council would take to help prevent individuals from becoming radicalised.
- 1.2 The Prevent Action Plan attached at Annex 1 shows the actions that the Borough Council intends to take over the next three years to help stop individuals from becoming drawn into extremism.

##### 2 Corporate Strategy Priority Area

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 The Prevent Action Plan will help to ensure that the Borough Council is keeping our residents safe and helping to prevent individuals from becoming drawn into extremism.

##### 3 Recommendations

- 3.1 Members to support and endorse the Prevent Action Plan 2025-2028.

## **4 Introduction and Background**

- 4.1 Tonbridge & Malling is a relatively safe place to live with most crime types continuing to reduce. However, we also live in a global community which means we are affected by trends and events that occur at an international level. We therefore need to consider the international threat of terrorism and those people who are pulled into groups that support extremist causes.
- 4.2 In Tonbridge & Malling, authorities and communities are working together to deliver the Government's Prevent Strategy. Prevent is one of four objectives which make up the Government's Strategy for Countering Terrorism – CONTEST – with the other objectives being Pursue, Protect and Prepare.
- 4.3 The Prevent Strategy was set up to challenge all forms of terrorism, including the influence of far-right extremists. It defines extremism as "vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs".
- 4.4 The United Kingdom currently faces a range of terrorist threats. All terrorist groups that pose a threat to the UK seek to radicalise and recruit people to their cause. A system of threat levels has been created which represents the likelihood of an attack in the near future. At the time of writing this plan, the current Government threat level from international terrorism in the UK is 'substantial' which means that a terrorist attack is likely.
- 4.5 This is the third Action Plan that has been developed by Tonbridge & Malling Borough Council and will build on the work of the first two plans. This plan will look at any work that still needs to be identified to tackle this issue. It will reflect actions both within the Council itself (for its staff and Members) but will also look wider at the work of the Community Safety Partnership. A copy of the Action Plan is attached at Annex 1.

## **5 Proposal**

- 5.1 It is proposed that Members support and endorse the Prevent Action Plan. It is a requirement that the Borough Council develops an action plan, and our plan sets out how we, as the Council, will try to prevent individuals from becoming drawn into terrorism.
- 5.2 Prevent training for Members has already taken place and we will also be looking to hold training for all staff later in the year.
- 5.3 It should also be noted that the Community Safety Partnership has 'Safeguarding People at Risk of harm' as one of its key priorities for 2025/26 and this has separate actions relating to Prevent within it. There is also a standing agenda item for Prevent/Counter Terrorism at the Weekly Community Safety meetings so that partners can raise any individuals of concern and actions can then be taken forward.

## **6 Other Options**

- 6.1 It is a requirement for the Council to develop an Action Plan and therefore this plan is something that the Council must undertake. The Action Plan is a full document but there may be other actions that Members think should be included. If this is the case, then these actions could be discussed at the meeting and included within the Plan.

## **7 Financial and Value for Money Considerations**

- 7.1 The Director of Central Services and Deputy Chief Executive confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

## **8 Risk Assessment**

- 8.1 All appropriate risk assessments have been undertaken.

## **9 Legal Implications**

- 9.1 There are no significant legal implications in relation to the Prevent Action Plan.

## **10 Consultation and Communications**

- 10.1 There is no requirement to consult with the public on this document but relevant Prevent information is shared with the public through social media.

## **11 Implementation**

- 11.1 Once agreed, the actions contained within the Plan will be implemented and progressed.

## **12 Cross Cutting Issues**

- 12.1 Climate Change and Biodiversity

- 12.1.1 Limited or low impact on emissions and environment.

- 12.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

- 12.2 Equalities and Diversity

- 12.2.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

- 12.3 Other If Relevant

- None

Background Papers	None
Annexes	Prevent Action Plan 2025-2028



# **Tonbridge and Malling Borough Council**

## **Prevent Action Plan 2025-2028**

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## Introduction

Tonbridge & Malling is a relatively safe place to live with most crime types continuing to reduce. However, we also live in a global community which means we are affected by trends and events that occur at an international level. We therefore need to consider the international threat of terrorism and those people who are pulled into groups that support extremist causes.

In Tonbridge & Malling, authorities and communities are working together to deliver the Government's Prevent Strategy. Prevent is one of four objectives which make up the Government's Strategy for Countering Terrorism – CONTEST – with the other objectives being Pursue, Protect and Prepare.

The Prevent Strategy has three key objectives:

- tackle the ideological causes of terrorism
- intervene early to support people susceptible to radicalisation
- enable people who have already engaged in terrorism to disengage and rehabilitate

The Prevent Strategy was set up to challenge all forms of terrorism, including the influence of far-right extremists. It defines extremism as “vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs”.

The United Kingdom currently faces a range of terrorist threats. All terrorist groups that pose a threat to the UK seek to radicalise and recruit people to their cause. A system of threat levels has been created which represents the likelihood of an attack in the near future. At the time of writing this plan, the current Government threat level from international terrorism in the UK is ‘substantial’ which means that a terrorist attack is likely.

This is the third Action Plan that has been developed by Tonbridge & Malling Borough Council and will build on the work of the first two plans. This plan will look at any work that still needs to be identified to tackle this issue. It will reflect actions both within the Council itself (for its staff and Members) but will also look wider at the work of the Community Safety Partnership.

## Our Statutory Responsibilities

### Prevent Duty

The Counter Terrorism and Security Act 2015 introduced a new Prevent Duty for specified authorities which means they must have “due regard to the need to prevent people from being drawn into terrorism” in the exercise of their functions. The Duty applies to local authorities at the county and district/borough level, schools, colleges and universities, health and social care, criminal justice, and the police.

Home Office guidance on the Duty states that for all specified authorities those in leadership positions are expected to:

- Establish or use existing mechanisms for understanding the risk of radicalisation
- Ensure staff understand the risk and build the capabilities to deal with it
- Communicate and promote the importance of the duty
- Ensure staff implement the duty effectively

The full guidance document is available at:

<https://www.gov.uk/government/publications/prevent-duty-guidance>

Whilst each specified authority has this new Duty, the guidance does not expect organisations and institutions to tackle the issue alone. It clearly states that Prevent work depends on effective partnership working and expects coordination of this activity through a multi-agency forum. Tonbridge & Malling will therefore link in with the Kent County Council Prevent Team who have also produced their own Action Plan. The KCC Prevent Team run the Channel Panel process for individuals at risk of extremism or radicalisation. They also provide support to schools and educational establishments, as well as leading on the work of Prevent across the county.

The Terrorism (Protection of Premises) Act 2025 received Royal Assent on Thursday 3 April 2025. Known as ‘Martyn’s Law’ this will set out a coherent and proportionate approach to protective security. It applies to any place or space to which the public have access. It consists of 5 requirements. That spaces and places to which the public have access:

- engage with freely available counter-terrorism advice and training;
- conduct vulnerability assessments of their operating places and spaces;
- mitigate the risks created by the vulnerabilities;
- put in place have a counter-terrorism plan;
- and a requirement for local authorities to plan for the threat of terrorism.

The Government intends for there to be an implementation period of at least 24 months before the Act comes into force. This period will enable those responsible for premises and events to have sufficient time to understand their new obligations, and to plan and prepare accordingly. The Borough Council will therefore need to await further guidance about the specific requirements of the Act to ensure that it is adhering to these and will then develop these further during the lifetime of this action plan.

Whilst this Action Plan has been developed by Tonbridge & Malling Borough Council, we have also consulted with the Tonbridge & Malling Community Safety Partnership. This ensures that this document is signed up to and supported by all of the specified authorities within Tonbridge & Malling. It aims to bring all Prevent work together into one place to ensure a strategic and coordinated approach which maximises the use of available resources in tackling the issue. It is designed to be a high-level document which meets the broad needs of the specified authorities. Specified authorities are expected to have their own local delivery plans which complement the wider county approach.

## Action Plan April 2025 – March 2028

The Tonbridge & Malling Prevent Action Plan has been designed to support the national strategy objectives of:

1. Respond to the ideological challenge of terrorism and the threat we face from those who promote it;
2. Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support.

### 1. **Ideology:** Respond to the ideological challenge of terrorism and the threat we face from those who promote it.

All terrorist groups have an ideology; a body of doctrine or belief that guides them. Promoting this ideology facilitates radicalisation and recruitment. Disrupting the ability of terrorists to promote these concepts is a key part of Prevent work. In order to allow the relevant authorities to disrupt extremist ideology there must also be increased awareness as to what constitutes this type of ideology, and how staff can take action.

Ref.	What are we going to do?	How are we going to do it?	Lead agency	Timescale	Outcomes
1.1	Ensure staff understand Prevent, are able to identify ideologies which may fall within this and are aware of appropriate referral mechanisms	Run at least one training session for TMBC staff, (as appropriate) during the period of the Action Plan	TMBC	By March 2028	
1.2	Ensure that elected members (and any newly elected members following any elections) understand Prevent, are able to identify ideologies which may fall within this and are aware	Run a training session for Members to make them aware of the Prevent Strategy	TMBC	By March 2028	Training for Members was held on 8 May with over 20 Councillors in attendance.

Ref.	What are we going to do?	How are we going to do it?	Lead agency	Timescale	Outcomes
	of appropriate referral mechanisms.				
1.3	Use the Community Safety Unit Weekly meetings to raise issues around individuals or emerging community tensions	Add an agenda item around 'Prevent' to the Weekly CSU meeting.	TMBC	Ongoing	
1.4	Monitor emerging threats/risks/ideology and raise to staff/partners as appropriate	Link in with the KCC Prevent Team to understand emerging trends/risks.  Arrange training for any new emerging trends as appropriate.	TMBC	By March 2028	

**2. Individuals:** Prevent individuals from being radicalised and drawn into terrorism and ensure that they are given appropriate advice and support.

Radicalisation is usually a gradual process, not an event. During that process it is possible to intervene to prevent vulnerable people being drawn into terrorist-related activity. The primary method of co-ordinating support for someone during this period will be through the multi-agency *Channel* process.

The Counter-Terrorism Local Profile (CTLP) provides an overview of the general and local threats from terrorism. It also describes information at a district level to support the Local Authority and key partners in forming this action plan. All authorities with a duty

under Prevent must ensure that staff and elected members understand signs of vulnerability and know the correct referral routes, so that vulnerable individuals receive the support they need.

The process of assessing the risk posed is ongoing and passing information back to police will allow it to be assimilated into the intelligence picture to enable future risk assessments to be as current as possible. Opportunities to engage with the public and businesses will also be used to disseminate key messages.

Ref.	What are we going to do?	How are we going to do it?	Lead agency	Timescale	Outcomes
2.1	Assess risks from extremism	We will input relevant data into the Counter-Terrorism Local Profile and use the completed document to help assess risks in the borough	TMBC/ Kent Police	Ongoing	
2.2	Raise awareness of radicalisation amongst the general public; and outline the process for reporting concerns.	We will ensure that there is information provided on the TMBC website (and other partner's websites if appropriate). We will use Social Media to raise awareness	TMBC	Ongoing	
2.3	Support the delivery of the Channel process	We will attend Channel Panel meetings when appropriate and ensure that information is provided when requested to do so	TMBC	Ongoing	

Ref.	What are we going to do?	How are we going to do it?	Lead agency	Timescale	Outcomes
2.4	Ensure facilities owned by Tonbridge & Malling Borough Council are not used as a platform for extremists and are not used to disseminate extremist views.	Ensure all appropriate staff have received 'Venue Hire' training and that this is considered when applications are considered/granted	TMBC	Ongoing	
2.5	Ensure that the Borough Council is fulfilling its duties under 'Martyn's Law'	Consider the requirements contained within 'Martyn's Law' and work to achieve these	TMBC	Ongoing	

### 3. Overarching Principles

The two previous actions relate to the objectives identified in the national strategy; however there are several themes which run throughout the strategy which are vital for successful implementation. Tonbridge and Malling Borough Council will use its role within the Community Safety Partnership to assist partner agencies in fulfilling duties in the local area. It will also be necessary to monitor activity of partners to ensure that actions are effective; consistent with other areas of Kent; and that our plan takes on board good practice identified elsewhere.

The appropriate sharing of information between partner agencies is another critical function to see that opportunities to safeguard an individual, or avert extremist action are not missed.



Ref.	What are we going to do?	How are we going to do it?	Lead agency	Timescale	Outcomes
4.1	Ensure statutory partners understand the importance of Prevent work at a strategic level.	Prevent will be raised at the CSP Strategy Group as appropriate and training will be given to partners during the three-year period.	TMBC	Ongoing	
4.2	Ensure practices are consistent with work across other areas of Kent.	We will share best practice with other Borough/District Councils and Community Safety Partnerships.	TMBC	Ongoing	
4.3	Share communication/training from the KCC Prevent Team with the Community Safety Partnership and other key partners.	Circulate emails/communication with partners	TMBC	Ongoing	
4.4	Engagement with a range of community and faith groups to build community involvement and confidence in local Prevent delivery.	Attend relevant community/faith groups to discuss concerns with them.  Ensure Members are aware of Prevent when engaging with different members of the public	TMBC	Ongoing	

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## Communities and Environment Scrutiny Select Committee

16 July 2025

### Part 1 - Public

#### Matters for Cabinet - Non-key Decision



Cabinet Member

Cllr Des Keers, Cabinet Member for Community Services

Responsible Officer

Robert Styles, Director of Street Scene, Leisure & Technical Services

Report Authors

James Fay Leisure Services Manager (Outdoors) and Chris Fox, Leisure Services Officer.

#### Haysden Country Park Management Plan 2025-2029 – Consultation

### 1 Summary and Purpose of Report

This report brings forward comments received as part of the public consultation exercise on the draft Haysden Country Park Management Plan. The Committee is invited to consider the responses and recommend approval of the final Plan to Cabinet.

### 2 Corporate Strategy Priority Area

2.1 Sustaining a borough which cares for the environment.

2.2 The importance of parks as a green lung in an increasing urbanised world has long been acknowledged. Through appropriate management, the site offers the opportunities for the public to engage with the countryside in both formal and informal activities such as angling, sailing, and walking. The site also provides volunteering opportunities to support healthy lifestyles. Projects within the Plan also enhance opportunities to create more diverse flora and fauna at the site.

### 3 Recommendations

3.1 With a minor amendment proposed to the Access Audit (12.3.3), and subject to comments by the Committee it be recommended to Cabinet that the Haysden Country Park Management Plan 2025-29, as shown at **Annex 3**, be adopted.

## 4 Introduction and Background

4.1 In advance of the public consultation, the draft Management Plan for Haysden Country Park was considered by the Communities and Environmental Scrutiny Select Committee on 5 February 2025 and subsequently approved by Cabinet (**Decision Notice D250006MEM**).

### 4.2 Consultation process

4.2.1 The draft Management Plan was circulated/made available for comment between 21 February and 11 April 2025. An email was circulated to key stakeholders, as listed at **Annex 1**, advising that copies of the Plan were available on the Council's website and hard copies were available to view at Tonbridge Castle and at the Council Offices, Kings Hill. The most recent regular country park newsletter was published towards the end of the consultation period and included details on the consultation.

4.2.2 In addition, posters were displayed around the site advising visitors where the Plan could be viewed and how feedback could be provided during the consultation process. Posts were also made on social media to promote the consultation.

### 4.3 Consultation Response

4.3.1 Social Media posts were made, reaching 2245 people. The website page holding links to the documents had 1400 visits with four people (2 nearby residents and 2 visitors) and 1 stakeholder providing feedback.

4.3.2 From the 6 responses, there was an average rating of 4.2 out of 5 for ease of understanding the document. Overall, most comments received were supportive of the Plan. All comments received have been carefully considered. A summary of the comments received (27 separate comments in total) and Officer responses can be found at **Annex 2** for Members consideration. There are no proposed amendments to the Plan following consultation.

4.3.3 Members will note that the comments received cover a wide variety of topics including the format and content of the Plan, a path along Brook Street, and projects in the Plan. The Plan is divided into logical sections but by its nature is a detailed document with the primary aim of meeting the operational needs of the site. It also needs to cover the detailed criteria for the Green Flag Award, Country Park Accreditation and Local Nature Reserve designation. It is therefore always going to be a challenge to provide a comprehensive Plan that meets these needs and make it an accessible and short document for the public. We have provided an executive summary in this the latest version of the Plan.

## **5 Proposal**

- 5.1 Following consultation, it is proposed that the Haysden Country Park Management Plan 2025-29 be adopted as shown at **Annex 3**.

## **6 Other Options**

- 6.1 If a Management Plan was not developed for the site, that Council would be unable to retain and apply for the international Green Flag Award, the national Country Park Accreditation, or the Local Nature Reserve status. It may also be unable to draw in the external funding to support the site maintenance and development.

## **7 Financial and Value for Money Considerations**

- 7.1 The Director of Street Scene, Leisure and Technical Services confirms that the proposals contained in the recommendation, if approved, will fall within the Council's Budget and Policy Framework.
- 7.2 It should be noted that the delivery of many projects will be subject to sourcing additional or external funding such as developer contributions.

## **8 Risk Assessment**

- 8.1 The Council's Health and Safety Officer has been consulted on the draft Plan.

## **9 Legal Implications**

- 9.1 The plan has been prepared using the guidance produced by the Commission for Architecture and the Built Environment (CABE) Space – A guide to producing Park and Green Space Management Plans.
- 9.2 There are several legal provisions and statutory obligations that affect delivery of services in open spaces and this need to be duly reflected in the management plan.
- 9.3 These statutory provisions enable local authorities to hold land, provide services, enforce orders and in some cases impose fines.
- 9.4 Consultation is vital to the process of producing a robust management plan and the council has engaged with stakeholders as appropriate.

## **10 Consultation and Communications**

- 10.1 Consultation is vital to the process of producing a robust management plan and the council has engaged with stakeholders as appropriate. There are, however, no changes proposed following the consultation process.

## **11 Implementation**

- 11.1 Once adopted the Management Plan will be implemented in accordance with timeframes set out within the document itself.

## **12 Cross Cutting Issues**

### **12.1 Climate Change and Biodiversity**

- 12.1.1 Adaptation and resilience to climate change have been considered within this Plan and will continue to be foremost in Officers mind when considering projects at this site and forms part of the judging criteria for the Green Flag Award.

- 12.1.2 Climate change advice has been sought in the preparation of the options and recommendations in this report.

- 12.2 Extensive species recording has been undertaken at the site and importance/rarity of species found on the site has been assessed at a species level. The sites importance in the borough for biodiversity is already acknowledged by the sites status as both a Local Nature Reserve and Site of Nature Conservation Importance; Species recording will continue.

### **12.3 Equalities and Diversity**

- 12.3.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this paper directly impact on end users. The impact has been analysed and varies between groups of people. The results of this analysis are set out immediately below.

- 12.3.2 Local disability groups (12) were contacted and given the opportunity to comment on the draft plan.

- 12.3.3 The proposals aim to extend and provide additional/improved facilities with free public access for all. A site Access Audit has been undertaken which forms part of the Plan. It is proposed to remove the reference in the audit to the removal of the RADAR lock on the disabled toilet door, as this would infringe on the availability of these toilets by disabled people.

### **12.4 Other If Relevant**

- Human Resources
- Procurement
- Business Continuity / Resilience
- Health and Safety

- Data Protection
- Healthy Lifestyles

12.4.1 The park offers a broad range of facilities and services to the public which meet community needs. We outsource some services to local businesses and offer local organisations and volunteer opportunities as appropriate to use the park.

Background Papers	Record of Decision Notice <b>D250006MEM</b> Market survey of Haysden Country Park Access audit of Haysden Country Park (the executive summary can be found at Appendix 4 in the Plan)
Annexes	<b>ANNEX 1</b> – List of Key Stakeholders <b>ANNEX 2</b> – HCP Management Plan – Public Consultation feedback and responses <b>ANNEX 3</b> - Haysden Country Park Management Plan 2025-2029

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### List of key stakeholders for the park

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<b>Name of Organisation</b>
Charities and disabled groups
Emergency services
Environment Agency
Haysden Country Park User Panel (local residents councillors and clubs)
Haysden Country Park Volunteers
Heusenstamm Friendship Circle
Highways Agency (the A21)
Kent Bat Group
Kent County Council – West Kent Area Office (Public Rights of Way)
Kent Fire and Rescue Service (use the Haysden Water Lake for training)
Kent Wildlife Trust (Local Wildlife Site designation)
Landscape Services (grounds contractor)
Local members
Local schools
Medway Valley Countryside Partnership
Natural England (Country Park Accreditation Scheme)
Network Rail
Nordic walking
parkrun
Penshurst Place Estate (cycle route 12)
Rootsies Ltd (caterer)
Sevenoaks District Council (the park has a boundary within this district)
Tonbridge and District Angling and Fish Preservation Society
Tri Swim
Tonbridge River Trips
Tonbridge Sports Association
Tonbridge Town Sailing Club

Upper Medway Internal Drainage Board
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Underdogs fly ball team
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**HCP Management Plan 2025 – 2029**  
**Public Consultation feedback and responses**

General comments about the plan and layout

<b>Comment</b>	<b>Proposed Response</b>
There is a lot of really great stuff in there but, including the appendices, it is very long and some of it isn't very accessible.	Noted, however, the plan needs to demonstrate that the park meets several objectives including those from the various awards and is a working document used to manage the park. Most Green Flag Award parks have plans of equal detail. An executive summary has been provided.
Full of really good stuff and it is great to see the commitment that goes in to maintaining this fantastic asset for the town/borough.	Noted
Rather long.	See comment further above.
Perhaps a 10-page abridged version of the document would be useful as I think people are more likely to read it.	See comment further above.
A very well written, comprehensive but well set out plan	Noted
A lot of padding detracting from the actual plan. Interesting, but mostly irrelevant and expensive to compile.	See comment further above.
Clearly written but a lot of detailed information to take in.	See comment further above.
Masterplan is difficult to read as it is on its side and the text is very small.	You can magnify text on computers.

Path along Brook Street

<p>P67-98 Item 61 Footpath Lower Haysden Road. You have marked this as lower priority 3, but your whole presentation lauds the footpath access into the park but negates to develop a SAFE walking route into the park from Lower Haysden Road. At present this narrow lane hosts walkers, runners and cyclists. God forbid that you would allow your child to cycle down this road to the park as it is NOT SAFE. This falls outside of the boundary of the Park but the pull of the Park cannot be ignored. I note that you log H&amp;S issues in the Park. You should add pedestrian/cyclist/automobile incidents to this to log the number to encourage other Agencies, such as KCC Highways to take notice. There is of course half a footpath areas in existence running to Judd's playing field, but this is kept locked because the School wish to safeguard their pupils (understandably) but inly during school hours. All the tax payers and their children who fund KCC schools are expected to walk down a road. The addition of many houses now immediately adjacent to Judd playing field will increase foot traffic down Haysden Lane, and TMBC failed to insist on a pavement out to Haysden Park as an easement - despite to long term closure of Lower Haysden Lane during early house construction to resculpt Lower Haysden Lane. What a</p>	<p>Kent County Council are the Highway Authority and are responsible for implementation of new roads and footpaths.</p> <p>A new footpath will soon be constructed adjacent to Lower Haysden Lane as a planning condition of the new housing development. This will provide a safe route for pedestrians to access the park.</p>
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missed opportunity. Installing or agreeing access to the existing footpath with Judd) should be a very high priority for TMBC to safeguard access the fabulous Park.	
I am really pleased about the proposed footpath/cycle path from Brook street. I think people should be dissuaded from driving to the park. There could be footpath signage from the station and Racecourse park and castle. There could be signage and encouragement to use the bus from Alders Meadow bus stop. A sign from Barden Lake at that end.	<p>Brook Street path comments are above.</p> <p>Finger posts are present in the town, including at the locations that you refer to.</p> <p>Alternative methods of travel to the park are included in the plan and are listed on the Council website.</p>

#### Comments about projects

I am not keen on a visitors centre. A covered area ( roof but no walls) beside the cafe maybe. The charm of the place is that it is in nature. A visitor centre would also be costly.	This is not a project in current plan.
I love living near this country park in Barden area.	Noted.
Dogs should be kept on leads beside the lake when there are young ducklings and goslings	Council Officers already use the current PSPO to apply a seasonal rule in the Spring to protect the young ducks and geese by asking owners to keep dogs on leads around the lake.
We are really impressed with the vision for development and maintenance of Haysden Country Park which is an invaluable resource for the local community and especially for our Flyball Club. We currently use Tile Barn Field for our Flyball training all year round on a Sunday. Without this our very popular club would cease to exist. We have always said that we have planned dates every year where we are competing nationally, and we are committed to work with the council for Tile Barn Field to perhaps be utilised on these specific dates for other events to be held, creating additional income but not disrupting our year round weekly lease - a win win for everyone! Many of these dates are in the summer months, so ideal for a one off day event on a Sunday. Communication is key here, because it is essential that our training is not to be disrupted prior to a competition. There is an opportunity here for us to work effectively together and increase income for the park while maintaining the valuable opportunity for dogs to learn and develop flyball training skills. As an increasingly popular sport this is so important, especially as we model and champion responsible dog ownership and behaviour at all times.	Noted
P 67 You are a member of multiple certification/accreditations. 1 Green Park & 54 Country Park Accreditation. Choose one and save the cost of membership of the other! You have even spent goodness know what on flag poles which add no value. In the Haysden entrance of the Park there is a Green Park flag but no Union flag flying? Could you imagine that in Scotland?	<p>The Green Flag Award is national accreditation scheme and the only one that the Council pay for. This is considered good value for money</p> <p>Applying for the Country Park Accreditation is free and entails very little work as most of the criteria are the same as the Green Flag Award and this information is already included within the management plan.</p> <p>It is important for the Council to achieve accreditation as we want to provide the best services to users. Accreditation is a benchmark in quality and is a source of independent professional feedback that can be used to improve the park.</p>

P67 Item 74. Green Flag celebration. By all means send an email around to celebrate the achievement, but it sounds like you are planning spend money on a party to celebrate an initiative somebody else took 20 years ago. Perhaps there is s a loyalty discount for membership this year?	It is important to recognise and celebrate achievements for everyone involved, many of whom have been volunteering and working at the park for over 20 years.
Page 67-69 Item 27 Control of pest species Parakeets and Cats... . PARAKEETS compete against and kill native bird species and are non indigenous, so should be specifically identified as a pest. They could be tracked by drones and eradicated from the park more easily than the Mink. You will also shortly have lot of CATS in the park when people move into the new houses being built. A No Cat covenant could be considered as a condition of planning permission as it can be in New Zealand. Personally I like cats, but they are really bad for wildlife, so why invite them to a Nature reserve?	There are only certain species as a landowner that the Council has a legal duty to control.
P67-69 Item 53 CCTV Item 80 ANPR. There is far too much CCTV and ANPR in our lives. Just stop! Whenever you ned CCTV to identify who hit your car, the operator will just cite "GDPR" and refuse to help. This just puts money in the pockets of multi national services companies who offshore their profits to avoid tax. This is an opportunity to just stop all this insidious mass monitoring of the population.	The Council considers decisions like this carefully and through a democratic process but do need to explore options in order establish if it can provide services more efficiently and at less cost for example.
P188 Smart Parks. There is nothing in this World that is labelled "Smart" that is better than analogue. Not so Smart Motorways are labelled dangerous by the High Court and now all coned off. Generation 1 Not so Smart Electric meters are all having to be replaced! Why can't we just come to the Park any enjoy it for what it is?	It is important to innovate and explore these options with an open mind.
P188 MP3 iPod, QR Codes, Augmented Reality? MP3/iPod - Who in 2025 uses these terms? Who still owns a functioning iPod? QR Codes are a great way to get hacked when fake QR Codes are stuck over genuine ones. NEVER scan these with you phone! Augmented Reality? Really? Can you not just put your tech down and enjoy the outdoors? Otherwise just play Pokemon!	The Council is trying to appeal to wide audience and bring appeal to everyone.
There are also a lot of positive things in your suggestions. Try to stick to sensible ideas and avoid the pitfalls of electronic items in this natural environment. Display boards have been challenged as expensive, but a TV screen needs power, an electrician to install, and a secure housing which will be way more expensive than a notice board. There are plenty of (local) printers if the current one is expensive. They may discount if they can add their name to the board.	There are no plans to install TV screens at the park.  Your concerns are noted, however technologies like smart devices are a way that young people in particular like to access activities and the park needs to be accessible and inclusive to all.
The Cafe is great. Improvements should be driven from investment from the concession holder. Do not do a "Leybourne Lakes" and s**** the concession holder!	The Council is happy to explore investment from any of its concessions, should opportunities arise, and has done so in the past.
All TMBC car park machine should have a cash and card payment option. NEVER only an APP. I STILL object to car park payment.	The Council will continue to explore alternative payment options but may be limited by connections and phone signal.  Car parking charges were agreed by the Council and help to offset the Councils expenditure from running

	the park. They also mean that people visiting the park from outside the borough also contribute to the running costs.
Regarding accessibility, although this may not be within TMBC's remit, as a regular walker along the Medway tow path between Lucifer and Friendship bridges (as part of a circular walk crossing the river and walking back through the park), the condition of the footpath in this area is dangerously slippery and on occasions impassible in the winter, especially to people like myself who have some mobility/balance issues. Would it be possible to fill in some of the deep depressions to create a more even surface, as has been done recently on each side of the Friendship Bridge?	<p>The land in question is private and not owned by the Council.</p> <p>The Council does not have a dedicated budget for paths and funding would always be prioritised to land that it owns.</p>
Again regarding accessibility, please continue to work with the Environment Agency regarding access across the flood barrier bund as a matter of priority, to make this a safer area to walk in the winter months.	Officers will continue a dialogue with the Environment Agency but as the Council does not own this land and there are only two official crossing points over the grass bund they are unlikely to be receptive any changes.

#### Access Audit Appendix

Access to the disabled toilet could also be improved. The toilet is locked, but many visitors would benefit from access, e.g. elderly visitors. This is also the only location of baby changing facilities. Asking for the key at the café will deter some people, especially those with hidden disabilities. Consideration should be made to unlocking the toilet when staff are present.	While it is recognised that some elderly and other users may like to use the Accessible toilet facilities in the park, removal of the lock would however infringe on RADAR key users. Delete the references in the Audit to the removal of the RADAR lock on the disabled toilet door. RADAR keys are readily available to those who need them. (A spare is also available at the café in case parents with infants need to use the baby changing table.)
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# Haysden Country Park Management Plan 2025-2029



**Revision History**

Version	Date issued	Summary of changes
0		Consultation draft
1		Adopted copy



## Foreword

Haysden Country Park is a flagship public open space and a valued asset for the town of Tonbridge and beyond. Opened to the public in 1988, the Park boasts a mature and diverse landscape, a wide variety of community involvement, high visitor numbers, and numerous established clubs.

The previous five-year Management Plan has been instrumental in guiding the site's development and securing external funding, the prestigious Green Flag Award, and Country Park Accreditation. Over the past five years, the park has seen over £328,000 in investments, including a new sewage system, upgraded play equipment, additional seating and tables, new fishing platforms, an educational area, and new plantings.

This fifth Management Plan comes at a time when the well-established valued park faces increased pressures and challenges from its varied and growing use. The Plan also considers environmental sustainability and will be implemented alongside the Council's Climate Change Strategy.

Tonbridge & Malling Borough Council remains committed to preserving and enhancing this valued public asset, and I am confident this Plan will drive that forward successfully. I am deeply grateful for the dedication of the volunteers, clubs, and officials who make Haysden Country Park the wonderful resource it is for all to enjoy.

Councillor Des Keers  
Cabinet Member for Community Services

## EXECUTIVE SUMMARY

We have reviewed the previous Management Plan and developed this new comprehensive five-year Management Plan for Haysden Country Park. To inform this Plan, we have engaged with a variety of stakeholders, conducted a visitor survey, carried out an access audit, and finally presented a consultation draft to the public.

Haysden Country Park is one of the largest green spaces in the Borough, covering approximately 65 hectares (161 acres) to the west of Tonbridge town centre. The Park encompasses a range of natural habitats, including rivers, grassland, freshwater lakes, marshland, and woodland. The site has held Green Flag Award status since 2006, and is an Accredited Country Park, acknowledging the park as a high-quality green space.

The overarching aim of the five-year plan is to maintain Haysden Country Park as a premier public green space. Key objectives include establishing standards of good management, developing and improving the site, and recognising the hard work of staff and volunteers.

The Five-Year Action Plan (**Table 14, pages 55-78**) brings together a comprehensive site assessment, our vision, and specific projects. It covers both routine maintenance and targeted site improvements. The Master Plan map (**Appendix 2**) provides a visual summary of key elements.

## GUIDANCE NOTES

The following notes have been prepared to help guide you through and understand the Management Plan. Section headings are highlighted below along with descriptions of their relevance within the plan. The headings in this plan are based on the CABI Space 'A guide to producing green space and park management plans' and 'Raising the standard: the Green Flag Award guidance manual'.

### **Part 1 – *Where are we now?***

The first section describes the current situation, at the time the plan was written. It is an introduction and advises on the current facilities and their management.

### **Part 2 – *Where do we want to get to?***

This section of the plan describes our vision for the sportsground and sets out our management aims and objectives.

### **Part 3 – *How will we get there?***

This section sets out how we are going to achieve our aims. A five-year Work Programme sets our long-term targets and Annual Action Plans, focusing on each year, will flow from this.

### **Part 4 – *How will we know when we have arrived?***

The final section of the plan looks at how we will track progress and how the plan might be updated.

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## Acknowledgements

All those consulted about this Plan.

Photographic credits: Tonbridge & Malling Borough Council (TMBC), David Hodgkinson, Bill Milton and Spaceman Creative.

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If the reader is using an internet enabled computer to view this document the document contains a number of website and email hyperlinks (words in blue text and underlined) which can be used to find out more about the subjects by linking to other documents or to email. The Council is not responsible for the content of external internet sites.



Other documents referred to in this plan

Flora of Haysden Country Park Dr Alan Heyes

Market survey Haysden Country Park 2022

Water Safety Strategy Haysden Country Park

## Part 1 – *Where are we now?*

The first section of the Plan describes the current situation at the time the Plan was written. It is an introduction to Haysden Country Park and provides details on the current facilities, and their management.



*Figure 1 Barden Lake*

### 1.0 – Introduction and background to Haysden Country Park

Haysden Country Park covers an area of approximately 65 hectares (161 acres) in the Medway Valley, to the west of Tonbridge, and encompasses a range of habitats including river, grassland, freshwater lakes, marshland and woodland (see Location Map **Appendix 1**).

The park stretches from Barden Lake at its eastern end, westwards to Haysden Water, with the River Medway running along the northern extremes of the site. The park's most prominent features of interest are the two lakes, both former gravel workings, along with the Environment Agency's Leigh Flood Relief Barrier (River Medway (Flood Relief) Act 1976)), that provides a crucial role in the protection of Tonbridge from the threat of flooding.

The park is well used by the local community for dog walking, picnics, watching wildlife and other informal recreational activities. Sailing by club members on Haysden Water and regulated fishing are also popular activities within the park. On site catering is also very popular with visitors.

The site is predominantly owned and managed by Tonbridge & Malling Borough Council, but Network Rail, the Highways Agency, and the Environment Agency, all have property crossing the park. (see **Appendix 5**).

In 2006 Haysden was the first park in the Borough to achieve the Green Flag Award and has

retained the annual award ever since.

The park also became an 'accredited country park' in 2010 under Natural England's scheme and retains this title.

## The role of the Management Plan

The park's first Management Plan was adopted twenty years ago in 2004, and so this Plan will be the fifth, five-year Management Plan for the park. This new Plan starts in 2025. The document has been created to give direction to the future management of the park for both the public and the Council. It is intended that this document is used as a management tool and will provide the basis for the maintenance and development of the site. It will be used to guide current site management and play an integral role in future projects and decisions relating to the park.

The previous five-year management plan 2020-2024, has been very successful in delivering projects with over £328,000 of investments in the park. The management plan has been vital when applying for grant funding, achieving the Green Flag Award and Country Park Accreditation scheme, attracting sponsorship, and setting out our intentions. Some projects are ongoing and have been included in this new Plan. Some key investments that have been secured and delivered from the last Plan are listed below, a full list of achievements can be found in **Appendix 11**.

Replacement sewage system for the toilets £130,000

Replacement Junior multi play unit and new safety surface under swings £28,000.

Musical instruments for play area £3000

Sponsored seats and picnic benches £27,000

Car park resurfacing and relining £5,300.

Planting schemes £2,300

Replacement of Sharps bridge by KCC £98,000

Replacement litter bins £3000

Replacement picnic benches £3000

## Overall aim

To provide a country park that offers a welcoming place for recreational use that is compatible with its nature conservation features, ensuring the sites integrity is maintained for the benefit of the local community. A balance is to be achieved between all key elements, and none shall, within reason, dominate others.

## Policy context

This plan has been developed to consider the local policy/guidance. This includes the Councils Vision and four Core Values, for example:

The Councils vision for the next five years 2023-2027 are:

Efficient services for all our residents, maintaining an effective Council.

Sustaining a borough which cares for the environment.

Improve housing options for local people, whilst protecting our outdoor areas of importance.

Investing in our local economy to help support residents and businesses, fostering sustainable growth.

Table 1 lists other policy or guidance documents linked to this plan. The Council is currently developing some new policy areas such as the Tonbridge & Malling Local Plan and developing Local Nature Recovery Strategy and Green Infrastructure these initiatives will need to be taken into consideration in future revisions of this Plan.

**Table 1: Policy and guidance documents**

Green Infrastructure Strategy
Kent Biodiversity 2020 and beyond - A Strategy for the Natural Environment 2015 - 2025 - Kent Nature Partnership
Standards of the Green Flag Award scheme
Tonbridge & Malling Borough – Councils Communications Strategy 2022-2025
Tonbridge & Malling Borough - Councils Climate Change Strategy 2020-2030 Annual action plans
Tonbridge & Malling Borough Councils - Digital Strategy 2023-2027
Tonbridge & Malling Borough Council Tree Safety Strategy
Tree Charter
Community Safety Partnership Plan 2024-2025
Tonbridge & Malling Borough Council Corporate Procurement Strategy
Tonbridge & Malling Borough Council Corporate Strategy 2023-2027
Tonbridge & Malling Open Spaces Equality Impact Assessment
Tonbridge & Malling Borough Council Local Development Framework/ Local Plan
Tonbridge & Malling Borough Council Open Space Strategy (under review)
Tonbridge & Malling Borough Council Savings and Transformation Strategy 2024-2025 2033-2034
Haysden Country Park Water Safety Strategy and Policy

## Green Flag Award

This is the national and international award scheme now organised by the Green Flag Award consortium, setting the minimum standard for the quality for green spaces of

all types. To find out more see their website [www.greenflagaward.co.uk](http://www.greenflagaward.co.uk). The Plan has been written using the Green Flag Award criteria which are used to judge the award.

Table 2 Green Flag Award judging criteria
A welcoming place
Healthy safe and secure
Well maintained and clean
Environmental management
Management of biodiversity, landscape, and heritage
Community engagement
Marketing & communication
Management (and a plan)



Figure 2 Green Flag Award logo

## Country Park Accreditation Scheme



Figure 3 Country Park Accreditation logo

Set up in 2009 by the government body 'Natural England', the scheme aims to 'identify and recognise those sites that deliver the core facilities and services expected of Country Parks'. Haysden Country Park was entered in the first tranche and has achieved accreditation since that time. The judging criteria for this scheme are all evidence based and are similar to the Green Flag Award, one key element is having a Management Plan (there are others); and so this Plan has also been tailored to meet the needs of this Scheme; this will also give us some new criteria to drive us forward; more details can be found on the government website [www.gov.uk/government/publications/accredited-country-parks-in-england](http://www.gov.uk/government/publications/accredited-country-parks-in-england)

## Local Nature Reserve

The park was designated as a Local Nature Reserve TM26/SE 26 in 2008 under the Councils' powers within S21 of the National Parks Access to Countryside Act 1949. The Natural England publication 'Local Nature Reserves in England: A guide to their selection and declaration' provides more details. As a Local Nature Reserve and as part of the agreement any new management plans need to be submitted to Natural England. Visitor standards for Local Nature Reserves are in some cases subdivided into themes with 'expected' and 'desirable' criteria, the main headings for the standard are listed in **Table 3**.

**Table 3 Local Nature Reserve designation criteria**

Location and size
Accessibility
Character
Facilities
Links to local communities
Management
Activities
Information and interpretation

**Local Wildlife Site (Site of Nature Conservation Interest)**

The site called 'River Medway South of Leigh' covers part of the park. This was first notified in 1986. The site is Grade 1 according to the designation made by the Kent Trust for Nature Conservation as a Special Landscape Area, with scheduled species. Bird interest high, rare plant narrow leaved water dropwort, invertebrate interest high. This is a summary of the full citation.

**Evaluation**

The evaluation overleaf considers 'where we are now', using the Green Flag Award criteria as main headings, but also covers criteria from the Country Parks Accreditation, and Local Nature Reserve designation as appropriate.

Some Green Flag Award criteria crossover and this should be considered when reading the document.

## 2.0 A Welcoming Place

### Location

Haysden Country Park is located to the west of Tonbridge, in Kent (see **Appendix 1**).

Ordnance Survey National Grid reference TQ569459

Grid Reference Latitude 51.18697 Longitude 0.24355

Nearest postcode TN11 9BE (note there is no post box)



Figure 4 Main entrance sign

### Entrances

All vehicular and pedestrian access points have been highlighted on the Master Plan (**Appendix 2**).

### Land use

Internal land use can be found within compartment descriptions (Section 9) or alternatively, on the Master Plan (**Appendix 2**). Externally the site is surrounded by farmland with residential properties (Barden Park) located to the east.

### Accessibility

The Councils Open Spaces Equality Impact Assessment is a borough-wide assessment that sets down the principles that open spaces are safe and accessible for the local community and to visitors of the Borough. A site-specific access audit is conducted in the park every five years, the first of these was undertaken in 2003. As a result of these audits over the years we have made site improvements; and undertaking these audits has also improved our understanding of the needs of our visitors.

The most recent access audit was completed by an external consultant in 2024 (**Appendix 4**), and the following recommendations were made: Provide an easy access route map, provide more seats, undertake bridge improvements, carry out toilet improvements, Install a new path down the side of the driveway and mark out disabled car parking spaces. These recommendations will be implemented during the period of this Plan.

The park has disabled toilets, parking, lake viewing area, and fishing platforms. It is recognised that visitors will have a variety of access requirements and needs, and the Council continues to work towards ensuring that the park is accessible to as many visitors as possible.

**Access by bus** - Route 211 is an infrequent service that stops at Alders Meadow. This is



a short walk ( $\frac{1}{8}$  mile) along a public footpath to the eastern entrance through Audley Rise car park; this bus service also stops in Brook Street about  $\frac{1}{2}$  mile from the main entrance.

Bus Routes 7 and 402 stop in Quarry Hill Road (Springwell Road), about one mile walk along the public footpath in Brook Street and then along the highway in Lower Haysden Lane. More details of bus stops and times can be found on the website

[www.travelinesoutheast.org.uk](http://www.travelinesoutheast.org.uk)

**Access by rail** – Haysden Country Park is about  $1\frac{1}{2}$  miles from Tonbridge Station which offers direct connections from London Charing Cross and Ashford.

**Access by road** - The main car park is situated just off Brook Street in Lower Haysden Lane,  $1\frac{1}{2}$  miles from Tonbridge town centre. Public car parking (for approximately 100 cars) is available from this main entrance. There is also limited parking for oversize vehicles outside the height barriers, at the main entrance and at Haysden Water car park. Height barriers are set at two metres in height. Roads are signposted from Railway



Figure 5 Highway sign

Approach to the north and from the south via Quarry Hill Road. Smaller car parks serve the Sailing Club at Haysden Water (lake) and Audley Avenue. Car parks are highlighted on the Master Plan (**Appendix 2**). The Council introduced car parking charges in July 2008 (with a Car Parking Order), with payment options of cash, pay by phone, or an annual season ticket. All income is offset against expenditure in the park (see **Appendix 11**). The gates at the main vehicular entrance on Lower Haysden Lane are locked overnight. The gates are opened at 7.30am each morning and closed on a seasonal basis each evening, at no later than 9pm; there are signs indicating the closing times at the main entrance.

**Access by foot** – The park can be accessed on foot from a number of paths and roads. The road Audley Avenue has a footpath leading to the Barden Lake end of the park; but no footpath exists along the highway in Lower Haysden Lane, towards the main entrance.

**Definitive Public Rights of Way** - There are good connections to a number of designated footpaths that cross the park (MU25, MU26, MU26A, MU27, MU28, MU46, MU48 and MU5), along with three designated bridleways (MU47, MU51 and MU60). The promoted routes of The Eden Valley Walk, and Weald Way utilise existing footpaths within the park. For further details on Public Rights of Way see **Appendix 5**.

**Access by bicycle** – The off-road cycle route (Regional Cycle Route 12) between Tonbridge Castle and Penshurst can be used to visit the park. The cycle path provides access from Tonbridge town centre, via Haysden Country Park, and continues to Penshurst Place. Information has been published about this route and is available on the website [www.tbmc.gov.uk/HCP](http://www.tbmc.gov.uk/HCP)

Cyclists can also visit the Country Park from Tonbridge town centre / railway station via Barden Road / Avebury Avenue through to the Audley Rise entrance. There is an alternative route visiting from south of Tonbridge, using the cycle path along Brook Street,



and Lower Haysden Lane. Cycle stands have been provided in the park by the toilets.

**By boat** - The park can be accessed by passenger boat which operates to and from the Big Bridge at Tonbridge Castle. For bookings and details of the service see their website <http://www.tonbridgerivertrips.co.uk/>

## Links to the wider countryside

The park has several footpaths that lead out into the wider countryside and users are also encouraged to explore the footpaths on the public rights of way network.

One of the walks under the volunteer lead Walks for Wellbeing runs through the park. The park is connected to the town centre by an off-road cycle route and footpath along the River Medway to the adjoining Tonbridge Racecourse Sportsground public open space.

## Formal recreation

**Table 4: Clubs and organisations**

Clubs and organisations	Season of use
Nordic walking	Year round (weekly)
Parkrun	Year round (weekly)
Rootsies Ltd (caterer)	Year round (daily)
Saxons Orienteering Club (fixed routes)	Year round
Tonbridge and District Angling and Fish Preservation Society	Year round
Tonbridge Town Sailing Club	March to November
Tonbridge River Trips (passenger service)	Easter to September
Tri Swim	May to September (weekly)
Walks 4 Wellbeing	Year round
Underdogs fly ball training	Year round (weekly)

The park is used for several sports including sailing, running, horse riding, angling and triathlon swimming training (see the community involvement section for more details).



Figure 6 Cafe in the park



Figure 7 Runner

## Informal recreation

The park is well used by the local community and has:

- A large, well equipped children's play area for all ages and a variety of abilities.
- A variety of walking routes and surfaced paths.
- Orienteering course.
- Picnic areas.
- Opportunities to improve the understanding of the natural world.



Figure 8 Climbing rocks

**Catering** – A cafeteria service is contracted out to a commercial company. The cafeteria concession offers homemade hot and cold food and drinks and is one of the most popular attractions with visitors to the park.

**Toilets** – Separate male, female, and disabled toilets are located near the main car park. Baby changing is available in the disabled toilet so that it is accessible for use by both males and females, (as there is insufficient room to have one of these in both male and female toilets) a key is left at the cafe.

The Sailing Club has its own facilities for members only, at their clubhouse.

**Paths** – The park has an extensive path network around the site. The majority are surfaced, but there is also a network of unmade paths. The 'Walks for All' 'Easy Access Route' around Barden Lake has a map available for visitors. All paths are marked on the main leaflet, and some directional signage is present in the park, but these routes are not graded or waymarked. Our volunteers have developed new walk routes around the park using the smartphone app called GoJaunty which are free for the public to use.

**Orienteering** – The Council worked with the local Saxons Orienteering Club to develop virtual orienteering courses around the park (see project in **Appendix 11**). This uses a smartphone app called MapRun 6 (which is free to download and use). There are some longer routes which include the adjacent River Medway path and town centre park. Printed copies of the map are available for sale should users wish to purchase them.

**Seating** – The park contains many seats and picnic benches (**Appendix 7**), most of which are accessible (with backs and arms), and have been donated by members of the public. A leaflet has been published which advises the public on how to sponsor a seat or picnic bench and is available at the park, from the Council offices and from the Council's website. The style of seat illustrated here is now the preferred standard of seat; this has arms and a back to assist less

able people. We are now installing all new seats on concrete bases. Picnic tables are also provided at various locations around the park, most of which are also accessible.



*Figure 9 Picnic seat with disabled access*



*Figure 10 Seat*

### 3.0 – Healthy, safe & secure

#### Health and safety

The Council complies with the Health and Safety at Work Acts and has an overall health and safety policy statement and policies are also sought from all major contractors working at the Haysden Country Park. Staff undertake regular training in health and safety. There are several other steps that are taken to comply with health and safety laws.

**Risk assessments** – The Council also has a suite of generic Risk Assessments with specific assessments being sought from individual contractors and all event organisers (see examples in **Appendix 6**).

**Code of practice** - The park has a code of practice for health and safety which covers the responsibilities, emergency procedures, methods of working and procedures.

**Incident reporting** – The Council's Incident Report Form IR1, is used by staff to record incidents and accidents. All staff are trained to record incidents, and senior staff are also trained to investigate incidents. The completed forms are circulated upwards to the manager and signed off by the Council's Health and Safety Officer. Appropriate action is then taken if necessary depending on the type of incident, to control and remedy the situation depending on the urgency. The Health and Safety Officer would follow up by reporting incidents if necessary to the Health and Safety Executive (under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, RIDDOR).

**Workplace health and safety inspection** -The park has routine inspections conducted by the Council's Health and Safety Officer to check on aspects of health and safety.

**Public open space inspections** - A health and safety site inspections are conducted in phases around the entire site by Council officers over the course of the year.

**Site monitoring** - As part of the management of contractors, Council officers monitor health and safety aspects routinely visiting the site to inspect work and the condition of the park. Officers have been trained (and qualified) and are empowered to stop unsafe work, fence off areas, and take other remedial actions to keep the public safe.

#### Site staffing

The Council's Leisure Services Officer monitors site maintenance and oversees the site management. A Ranger patrols the site, oversees work, enforces aspects such as dog and litter control, engages with the public, coordinates volunteers and runs event. The Ranger wears a uniform for easy identification by the public.

## **Personal Protective Equipment (PPE)**

This is issued to staff and supplied to volunteers as identified within risk assessments. Contractors must also supply PPE to their staff as identified within their own risk assessments; this aspect is also monitored by the Council.

## **Water Safety Policy**

The Council has an overarching Water Safety Policy to address the issue of public safety around inland water bodies at outdoor leisure sites. A Water Safety Strategy was developed for the site; both the overall Policy and Strategy have been written in liaison with the Royal Society for the Prevention of Accidents.

## **Children's play area**

Safety inspections of all play equipment are conducted by contractors with the appropriate levels of the national recognised qualifications from the Registered Play Inspectors International (RPPI), see **Table 3** for details. The play equipment and impact absorbing surfaces provided, and layout conform to the current BS/EN Standards at the time it was installed.

## **Bridge inspections**

Safety inspections of bridges are conducted by qualified engineers. Only some bridges in the park are the direct responsibility of the Council, see **Table 4**.

## **The Police**

The Council staff have developed links with the Police in order that they can help when they are available. The Police also carry out independent patrols of the site when resources allow.

## **Tree Safety Inspections**

The Council's Tree Safety Strategy outlines the need for regular inspection of mature trees. Within the Grounds Maintenance Contract, mature trees have an Expert Tree Inspection with a report, by an arborist with a national recognised qualification every three years. Every other year, a Basic Tree Inspection with report are performed by Council staff with a national recognised qualification. Reports are prioritised for risk and action taken accordingly. Young trees are planted, inspected and maintained under the Grounds Maintenance Contract.

## **Civil and environmental enforcement officers**

These officers patrol the car parks and can issue penalty notices for parking contraventions, littering and Public Space Protection Order offences.

## 4.0 – Well maintained and clean

### Grounds maintenance

Maintenance tasks at the park are, with only a few exceptions, specified within the Council's Ground Maintenance Contract. All activity conforms to the appropriate legislation through procurement, vetting of contractors and monitoring of contractors. The contract details all tasks that are to be performed, highlighting both frequency and quality requirements. Due to the scale of the contract, it would be inappropriate to incorporate this into this plan in any detail, however, many of the key tasks have been summarised in **Table 3**, along with other maintenance tasks. Weekly meetings are held between the Parks Officers and the Contract Manager, to review progress and plan for the week ahead, including variations to the work programme. The staff undertake and record inspections of the grounds maintenance contract and monitor all aspects.

**Table 5: Grounds maintenance summary**

Maintenance Area	Description of Operations	Who
Dog bins	Dog bins are emptied once a week.	Waste contractor
Dog control	Public Open Space Protection Orders (Anti-Social Behaviour Crime and Policing Act 2014) cover all the aspects previous covered under the Dog Control Orders. More details can be found elsewhere in the document Section 9.0.	Council and Dog Warden
	Bag and flag days and responsible dog ownership days are held periodically to highlight to dog owners the need to bag up waste and to control their dogs.	Council
Graffiti control	Graffiti is controlled by prompt painting over or removal. The Council has targets to remove offensive graffiti within 24 hours and other graffiti is removed as soon as possible.	Council
Life buoys	Lifebuys are inspected weekly and a written report made.	Council
Litter control	All litter bins are checked and emptied every day.	Grounds contractor
	Litter bins are washed monthly.	Grounds contractor

**Table 5: Grounds maintenance summary continued**

Maintenance Area	Description of Operations	Who
Litter control (cont.)	Monthly litter pick below the A21 flyover Haysden Water.	Grounds contractor
	Additional litter picking as required. Clubs also litter pick as part of their agreements.	Ranger, HCPV clubs, MVRW
	Fines for littering can be issued by various staff under the Clean Neighbourhoods Environmental Act 2005.	Council
	Trade waste bins are emptied weekly.	Grounds contractor
Park furniture	All park benches, picnic seats and bins are checked and washed monthly, and picnic seats are re-painted annually if required.	Grounds contractor
	Surrounding overhanging vegetation is cleared and removed as required.	Grounds contractor
Pest control	A number of pest monitoring stations are located around the high usage areas of the park. A written report is made after inspections.	Contractor
	Leigh barrier rabbit control.	Contractor
Paths and bridleway route	Overhanging vegetation is cut back as required.	Grounds contractor
Playground	The playground equipment is inspected weekly, with a written report made by RPII appropriately qualified grounds staff.	Grounds contractor
	An annual independent inspection report is commissioned from another company using an appropriately qualified RPII Annual inspector.	Contractor
	Routine repairs are instructed as required	Council
	A funded programme of capital renewals for all play equipment is in place.	Council
Surface water drains	Cleaned annually if required.	Council

## Building and asset management

**Table 4** lists the various buildings and assets and their management. The Council has a planned maintenance programme for building work that is implemented by the Council's Property Services department. This includes aspects like internal and external decoration, routine maintenance, and urgent repairs. The only exception to this is the leased sailing club area. An asset list can be found at **Appendix 7**.



**Table 6: Building and asset management**

Asset	Description of task	Who
Bridges and paths	All bridges and paths are inspected as part of regular health and safety inspections. Bridge defects if found by the Council are reported to the owner or, if in the ownership of the Council, repaired as they arise. Paths are regularly inspected and surface repairs carried out in rotation as required.	Council Technical Services
Car parking	Managed directly by the Council's car parking team. Machines checked daily in car parks.	Council Technical Services
	Car parking machine servicing and inspection.	Contractor
	Sweep surface and remove debris including along the drive, carried out twice, once in November and once in March.	Grounds contractor
	Herbicide application is carried out annually if required.	Grounds contractor
	Winter maintenance is carried out as needed.	Council
	The main entrance is opened and locked closed daily. Opening time 7.30am, closing times before dusk and vary but no later than 9pm. All car parks have height barriers. Restricted access to Haysden Water to sailing club members and authorised persons only.	Gatekeeper
	Entrances are inspected on a regular basis and as part of the car park inspections. Surface repairs and re lining the car park bays is undertaken as necessary.	Council
Catering building	Inspected as part of the routine Food Hygiene Inspections. Food Hygiene standard certificates are awarded.	Council
	Recorded inspections undertaken biannually.	Council
	Building maintenance.	Catering contractor
Compound area	The store area is inspected for safety periodically.	Council



**Table 6: Building and asset management continued**

Asset	Description of task	Who
Dipping platform	Recorded inspections undertaken annually.	Council
Fishing platforms	These are inspected as part of the annual checks.	Council
Gates and barriers	Recorded inspections undertaken annually.	Council
Interpretation signage	Recorded inspections undertaken annually.	Council
Jetty at Barden Lake	Recorded inspections undertaken annually.	Council
Landing stage	Recorded inspections undertaken annually.	Council
	Cutting back of overhanging vegetation at all times.	Grounds contractor
	Sweeping steps	Council
Public toilets and building	The toilets and building are cleaned, and consumables replaced twice a day during the school summer holidays and once a day at other times of year. Written inspections are made.	Contractor
Public toilets and building	Sanitary bin emptying.	Contractor
	The cleanliness standards and replacement of consumables are inspected.	Council
	Electrical PAT testing is undertaken every 1-4 years depending on the appliance, and fixed wiring tests are undertaken every 5 years.	Council
	Water temperature checks are undertaken monthly.	Council

**Table 6: Building and asset management continued**

Asset	Description of task	Who
Public toilets and building (cont.)	The toilets are locked at night.	Gatekeeper
	Building repairs are reported as seen, and work ordered as necessary. An annual building condition inspection is undertaken when the Council's building repair plan is reviewed.	Council
Sailing club buildings and compound	Periodic building inspections, as part of the Workplace Health and Safety Inspections.	Council
	Maintenance and building repairs.	Sailing club
Sewage treatment plant	Sewage tank emptying.	Sailing club
	The sewage system is checked for operation monthly.	Council
	The tank is emptied 4 times a year and serviced or as required depending on demand.	Contractor
Shipping container store	Periodic checks for security and building repairs.	Rangers and volunteers
Signs	Recorded inspections undertaken annually.	Council

## Equipment maintenance

The ground's maintenance contractor owns machinery which is maintained by them. All machinery has daily checks. All equipment conforms to health and safety standards and staff are fully trained in its operation. Council staff perform ad-hoc inspections of ground maintenance operations.

Equipment owned by the Council and volunteers is inspected and maintained by them. The ranger also undertakes pre-use checks of equipment.

## Land drainage and flooding

As the park is within the flood plain of the River Medway, and has a high-water table, the management and maintenance of drainage channels and culverts are an important aspect of the parks management. There are several culverts under the railway line that are the responsibility of Network Rail; these should drain rainwater from the watershed on the northern side of the railway line into the River Medway.

Haysden Water (which is located behind the Leigh Flood Barrier), and the immediate surrounds are classed as a 'reservoir' and, at times when the river water levels are high, this area is used to impound (store) flood water for periods of time.

### Maintenance of habitats and landscape

The staff monitors these aspects. **Table 7** below notes this programme of works.

Table 7: Maintenance of habitats and landscape		
Task	Description of task	Who
Lakes and ponds	Cleared of litter and floating debris monthly.	Council
	Maintain the lakes and ponds to stop the water becoming fully overgrown with vegetation.	Volunteers and contractors if required
River, streams and ditches	Fishing swims checked monthly and keep culverts clear of vegetation, swims maintained by the Society.	Grounds contractor for checks and culverts Angling Society for swim maintenance
	Ditch vegetation maintained by removing vegetation and accumulation of leaves annually.	Council as when required
	Removing vegetation and silt from the ditch and river periodically to improve the flow of water.	Upper Medway Internal Drainage Board
	Cleared of litter and floating debris.	Council and volunteers
Grassland margins and scrub	Scrub trimmed back to prevent encroachment onto paths	Grounds contractor
Hedgerows	The hedges are cut twice a year; the timing of the cuts will be dependent on the plant species and the bird nesting season.	Grounds contractor
Hedgerows	Some boundaries have trees that were once hedgerows; these boundaries will be progressively reinstated using hedge laying and planting, as resources allow, to restore a continuous boundary.	Volunteers
Pathways	Paths and edges of paths are cut to prevent longer grass area blocking paths.	Grounds contractor

**Table 7: Maintenance of habitats and landscape continued**

Task	Description of task	Who
The Shallows Meadow, Kissing Gate and River Medway Meadows	Mown and cuttings removed twice a year, once in July and once in September.	Grounds contractor
	Mown and cuttings removed once a year in September.	Grounds contractor
Water meadow	Scrub is to be periodically removed from all the meadow areas when it reaches no more than 10% cover.	Volunteers
	This area is cut once a year, in September.	Grounds contractor
Barden Lake grasslands	Most of this area is cut twice a year, once in July and again in early September. (The near area is covered with the amenity mowing below.)	Grounds contractor
Amenity grass areas	Mow on 18 occasions a year, to maintain grass between the height of 50-100mm.	Grounds contractor
Stone Lock	Cut on three occasions a year, once in April, July and October.	Grounds contractor
Trees and woodland	Expert trees inspections undertaken of mature trees every 3 years.	Grounds contractor
Trees and woodland	Basic tree inspections of mature trees are undertaken in all other years.	Council
	Identified tree works carried out on a priority basis.	Council to order from a contractor
	A few areas are managed as a coppiced woodland, rotational cutting of trees to original stools every 5-7 years.	Council order works from contractor as required or undertake by volunteers
	Some woodland areas have been coppiced in the past and subject to resources will be brought back into coppice management if resources allow.	Council to arrange
Uncut meadow (River Medway)	Remove scrub to prevent ecological succession. No more than 1/3 of the area to be worked on in any one year.	Volunteers

## 5.0 – Environmental management

### Corporate policy

In 2019, the Council declared global climate change and biodiversity emergencies and adopted an aspiration for Tonbridge and Malling to be carbon neutral by 2030. Environmental management activities within this Plan contribute to the aims and objectives of the Council's Climate Change Strategy 2020 -2030 and its delivery through annual climate change action plans. The Climate Change Strategy has several themes and most of those are relevant to the park and actions are set out below.

These ideas will continue to evolve and develop as we go forward. Other relevant policies and documents are listed in Table 1.

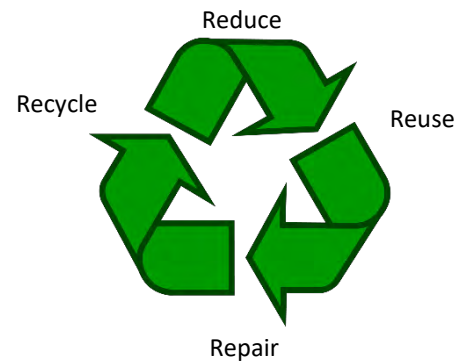


Figure 11 Recycle logo

**Climate change and habitats** - Protecting existing habitats and enhancing biodiversity within the park, alongside nature-based solutions can increase plant and animal resilience against the impacts of a changing climate. There are a number of projects within this plan that will create new habitats and increase biodiversity, therefore providing greater resilience and connectivity for a range species. We are continuing to work with KCC and others on Making Space for Nature, the County's Local Nature Recovery Strategy, and Plan B (for bees). During heat waves green areas such as parks in town centres are about 6 degrees cooler than the surrounding streets where there are just buildings and vehicles. By providing local open spaces, people need to travel less distance and a can often walk or cycle, reducing transport emissions and supporting accessibility, health and well-being.

**Chemical use** – Chemical use is vetted and usage is reduced or is kept to a minimum. Alternative methods of control including cultural controls are always considered and remain under annual review. A limited number of chemicals are used at the park by licensed operators to control pests and weeds by operatives with a national recognised pesticide qualification, as is the case with disinfectants and graffiti removal. The Control of Substances Hazardous to Health assessments and Risk Assessments are carried out and kept on file as necessary. All chemicals are stored in a locked and purpose built store, with all usage logged in a chemical application book. Control of Substances Hazardous to Health (Regulations 2002 Amended) assessments and Risk Assessments (under the Management of Health and Safety at Work Regulations 1999) are carried out and kept on file as necessary. A summary of the chemicals currently used in the park are listed in **Appendix 8**. European Union Black and Red Listed Chemicals are not used.

**Peat use** – No peat is used on site and purchases of nursery stock are normally as bare root plants. Any planting compost used on site is recycled green waste.

**Sustainable/ active travel** - We promote routes to walk, cycle and use public transport to travel to the park on our website, encouraging visitors to use sustainable and active method of travel. Forms of transport to travel to the park are monitored in our market

survey, including cycling to the park, which is used by 5% of visitors (a 1% decline on the last visitor survey) and by foot 21% (an increase of 6% from the last survey result of 15% of visitors). Within Tonbridge, finger posts indicate walking and wheeling routes to the park.

**Minimising water and energy use** - Within the toilets water use is kept to a minimum with taps that automatically switch off and any leaks are reported and repaired as soon as possible. Where possible, water saving devices have been installed to all toilet cisterns and the urinals in our toilets are waterless. Hot air dryers are used for hand drying to reduce paper waste. Meter readings for all electricity and water usage are taken manually on a regular basis and monitored, with any higher than normal usage investigated. All staff are aware of the importance of reducing energy usage and are regularly reminded of the need to ensure that energy usage is kept to a minimum and to turn off lights and taps. We will review of the energy efficiency rating of the building.

**Waste minimisation** - We have drinking water taps in the toilets to refill water bottles and reduce plastic waste. The café encourages the use of reusable mugs by providing customers with a 10% discount on hot drinks. We aim to keep assets in good order to extend their life, repairing where practical rather than replacing. We will continue to review and investigate ways that we can reduce, re-use and recycle waste within the park. We are using digital reporting for some records to reduce paper waste and our carbon footprint.

**Green waste** - All green waste is removed from site or, where possible recycled on site. Green waste from the meadows in the park is left on site to rot down. Deadwood is left on site to rot down where practical. The grounds maintenance contractor (Landscape Services) collects waste and recycles this through its partnerships with other companies, 100% of the green waste generated on site is recycled. We reuse materials whenever we can and use materials grown on site like hazel and willow for projects.

**Procurement** - Our contractors are encouraged to procure materials and vehicles to offer the lowest impact on the environment. These are the use of electric vehicles, low noise and low sulphur fuels. Our main contractors have ISO 14001 environmental accreditation, and our current grounds maintenance contractor has set targets to reduce the environmental impact of their operations.

**Air quality and carbon emissions** - When we replace small tools we will change to electric powered machines where practical.

**Timber** - We consider the source of the timber that we use in the park when purchasing park furniture, our seats are made from European oak. This is an extract from the Council's Sustainable Procurement Policy statement -

"Where relevant, a contractor has stated commitment to using local sources of timber and wood products wherever possible. Any timber and wood products used should carry the Forestry Stewardship Council trademark, or equivalent internationally recognised certification of good forestry management."

**Renewable supply chains** - Wherever practical, packaging and storage materials used by our contractors like wooden pallets are minimised, recycled or reused.

**Soils and hard core** - These materials are reused wherever possible.

**Sewage disposal** - The park is not connected to mains drainage; the toilets use a packaged sewage treatment plant. This system uses natural bacteria to breakdown the waste into solids and clean water. It requires limited emptying - cutting down on road miles.

**Sustainable urban drainage system (SuDS)** - This greenspace forms a part of the floodplain which acts as a buffer allowing the river when in flood to slow down, spread out, and soak into the ground, so avoiding flood damage to residential and commercial properties in the town centre and elsewhere.

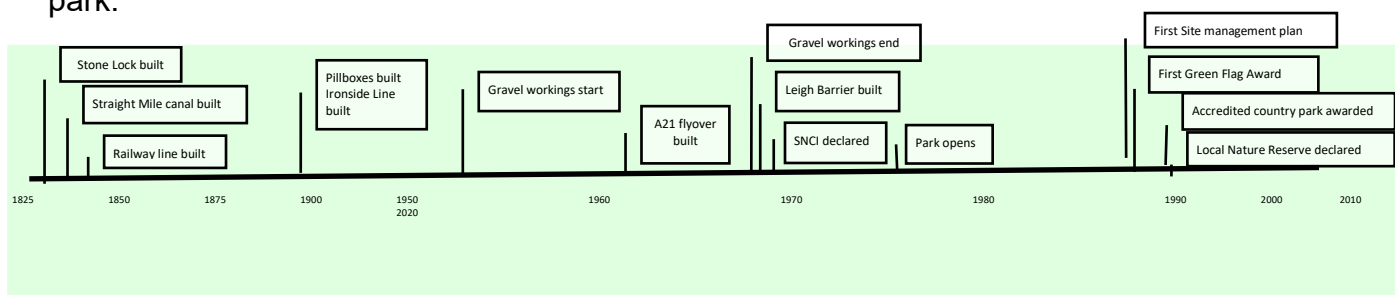
## 6.0 - Management of biodiversity, landscape and heritage

### Context

The management of biodiversity, landscape and heritage within this Plan takes into consideration the Council's biodiversity duty under the Natural Environment and Rural Communities Act 2006, and the Council's evolving Green Infrastructure Strategy.

### Site history

Haysden Country Park covers an area of former agricultural land within the River Medway Flood Plain. The sites openness and proximity to water have encouraged two quite different transport and trade developments since 1800. The timeline below shows the history of the park.



**The Straight Mile** - In 1829 James Christie and friends formed “The Penshurst Company” intending to extend the Medway navigation westwards to transport timber and agricultural goods. A legal injunction though, obtained by business competitors, brought work to a halt and the only remaining evidence of this project is the ‘Straight Mile’ canal and ‘Stone Lock’.

**Railway** - In 1842 the railway line was opened by the Southeastern Railway Company, and this crosses the park. The line, running from Tonbridge to Redhill, was the first rail link with London and vital in the subsequent growth of Tonbridge.



Figure 12 Stone Lock

**Barden Park** - An estate known as Barden Park was once present on the land near the now Barden Lake. Pictures of the large Barden Park House can be found on historical postcards dating from 1887; the name Barden Park still appears on some local maps. Barden Park house was demolished and nothing of the house now remains.



**Leigh Barrier** - Following major flooding of Tonbridge in 1968 the Leigh Flood Relief Barrier was built under the River Medway (Flood Relief) Act 1976 and completed in 1981; along with the new river channel and this also created the 'Leigh flood storage area' (otherwise known as a reservoir, which is located behind the grass embankment of the barrier that is within the country park). Flood water is captured in this reservoir area during periods of intense flooding and then released via the barrier gates downstream in a controlled way. The new river channel was cut to bypass 'The Shallows' and to take the water directly from the flood control gates at the barrier. At this time the old weir (then in disrepair) known locally as 'Tonbridge Lido' or the 'Weir Pool' was removed and the area filled in. This area is now the woodland called Heusenstamm Friendship Woodland. The Shallows now remain as a meandering part of the original course of the River Medway, isolated by the redirection of the river.



Figure 13 Leigh barrier gates

Gravel extraction, using dragline excavators between 1960 and 1980 these works altered the landscape of the area and created the lakes at Barden and Haysden Water. The gravel and sand were processed at a plant, which was located at the Haysden Water end of the park.

Tonbridge & Malling Borough Council had long held a legal interest in some of the land, and the public were using the site informally, even before full public ownership and development as a Country Park.

Once the gravel workings were completed, plans were developed to create a park for the benefit of local people. The park was officially opened as a Country Park in October 1988. The Country Park is known locally for its nature conservation interest, and this is reflected in the fact that most of the site is designated a 'Site of Nature Conservation Interest' and the whole park was designated in 2008 as a Local Nature Reserve (**Appendix 8** shows the boundaries).

Since the site became a Country Park, the local community has used the area for a wide range of activities including fishing, sailing, canoeing, horse riding, running, walking, dog walking and most recently, for triathlon swimming training. The local community and other stakeholders also take a keen interest in the running of the park and are involved through the Haysden Country Park User Panel and the Haysden Country Park Volunteers. The park continues to evolve and develop for both wildlife and the public.

### Habitat and landscape structure

The park has a good variety of habitats and species, and the management of the park will aim to protect and enhance this established environment. The park also forms part of a wider wildlife corridor along the River Medway from the town of Tonbridge out into the countryside (for further details see **Appendix 2**). Management objectives and actions (see **Section 9.0**) are focused on a compartment-based approach, the objectives for these are strongly influenced by the differences in nature, character and use of each compartment.

**Lakes and ponds** – There are two large lakes at the park, Barden Lake and Haysden Water Lake. Barden Lake has two islands and is the deepest lake. Over the last few years this lake has seen some significant changes to the margins, which were once bare and eroded and are being progressively changed to improve marginal vegetation.



*Figure 14 Barden Lake*

**River, streams and ditches** – The park has several running water bodies, the most significant being the River Medway. This river is a deep channel but has good marginal vegetation cover. The Shallows are the meandering old course of the river and are more interesting ecologically.

**Hedgerows** – The historical hedgerows are mainly around the boundaries of the site, and comprise mainly of hawthorn, elder and hazel, which are typical hedgerow species of the southeast. There are newer hedges, mainly hawthorn, around the car park and amenity areas.

**Grasslands** – A proportion of the site is managed as meadows. The meadows are called Kissing Gate, River Meadow, Water Meadow and The Shallows. The plant species composition varies between and within these meadows and can be found in the more detailed descriptions within **Appendix 10**. Barden Lake and other areas also have some areas where the grass is allowed to grow longer for part of the year. Grass is mown more frequently in areas where more public access is required.



*Figure 14 River Medway meadow*

**Conservation areas** – A few small areas of the park have no public access or restricted public access. These areas have been identified as important areas for breeding birds and to protect other species and habitats from disturbance by humans and their dogs.

**Trees** – a wide variety of mainly native trees grow in the park's woodland, with typical understory and ground flora species of the southeast.

**Bat cave** – An artificial bat cave was built in 1991 with the assistance of the British Trust for Conservation Volunteers and Kent Bat Group. The cave consists of a series of two metre diameter concrete drainage pipe sections set into the ground and covered over with soil. The Kent Bat Group with the Haysden Country Park Volunteers made changes to the cave in 2005 to improve humidity and temperature. The public are not allowed to enter the bat cave as this could disturb this protected species. However, several species of bat can be seen flying in the park at dusk in summer, and public bat walks are held at the park.



*Figure 14 A bat on a tree*

## Habitats of importance

The habitats present in the park **Table 6** are managed in harmony with recreation and visitor management. A wide range of plants, birds, insects and animals associated with these habitats are known to exist in the park. Several independent species surveys have been carried out, and both the 'Kent Phase 1 Habitat Survey' (1992) and the 'Site of Nature Conservation Interest' (SNCI) designation for 'River Medway, South of Leigh' (1987) site number TM26 (now known as 'Local Wildlife Sites') indicate the species most likely to be found in the park. A Local Wildlife Site is a non-statutory designation, so they have no direct protection by law but they do indicate an area with 'substantive nature conservation value.'

## Surveys

The surveying of species present in the park has been undertaken by many different groups, with some professional surveys, over the last thirty years. These historical records were used to prepare the full list of species recorded in the park which can be found at **Appendix 9**. We continue to train volunteers and enlist their assistance to regularly record species in the park, including bat surveys, reptile and amphibian surveys, breeding birds Surveys, pond surveys, and plant surveys. With the assistance of several Kent recording groups, national survey methods have been adapted for use within the park boundary.



*Figure 15 Slow worm*

The methods have been written down to ensure consistency of recording. The number of species recorded in the park that are now listed for protection in legislation has increased in the last 5 years and that shows the importance of our recording and building this knowledge into our management of the park. Of the species listed in **Appendix 9**, the species in **Table 9** have been identified as having particular importance within the park due to their conservation status and the frequency and likelihood of occurrence in the park. Many of the species in **Table 9** are noted for their importance within the United Kingdom. Given the wide range of species, we know to exist in the park, and the fact that many are indicators of high-quality habitats, the park is an important area for nature conservation within the Borough. The symbol † against bird species indicates a breeding bird. The park's statutory designations as a Local Nature Reserve (LNR) (now called a Local Wildlife Site) recognises this and offers an additional layer of legal protection to the park. Some areas of the park are sensitive to disturbance see **Appendix 10** and we have restricted public access to those areas. Where a protected species (Wildlife and Countryside Act, Badger Act) are being surveyed the individuals with the appropriate national licences are engaged as necessary and volunteers are briefed on the law to ensure that the law is not broken. The protection and enhancement of the key habitats and the species (including species monitoring) associated with these habitats have been incorporated within the objectives set out in this plan. Some ecological information can also be found on the Master Plan (**Appendix 2**) within the Management section in the compartment descriptions, and in the Five-Year Work Programme.

## Topography, features and soils

Haysden Country Park is at a height of around 24 metres above 'Mean Sea Level'. The land is essentially flat and comprises part of the valley floor of the River Medway. The underlying geology of the site is described as Brick Earth, Alluvium and Lower Tunbridge Wells Sand (because of river deposition) and comprises a mixture of soils: loam, gravel, Tunbridge Wells Sand and Ashdown Sand. Much of the site was however disturbed by gravel extraction in the 1970s and so we can assume that the majority of sand and gravel will have been extracted and many of the soils on site will have been disturbed or moved. Due to the high-water table within the gravel extraction areas these areas have flooded and formed Barden Lake and Haysden Water.

**Table 8: Key habitat types present in the park**

Habitat type	<u>Importance</u>			
	International/ European	National	Regional/ Local	Approx. area of park
Hedgerows			*	<1%
Marsh			*	<1%
Neutral and marshy grassland			*	32%
Reed bed		**	*	<1%
Rivers and streams			*	4%
Standing water			*	30%
Woodland/ scrub (broadleaf)			*	33%
Wet woodland/ scrub (broadleaf)		*	*	<1%
<p>(Based on the priority habitat types in section 40 of the Natural Environment and Rural Communities Act 2006 and the 'Kent Biodiversity Action Plan' (1997))</p> <p>Level of significance – High *** Medium ** Low * The protection and enhancement of these habitats have been incorporated within the objectives set out later in this Plan. Some ecological information can also be found on the Master Plan (<b>Appendix 2</b>).</p>				

**Table 9: Key species present in the park**

Common name	International/ European	National	Regional/ Local	Habitat notes
<b>BIRDS</b>				
Bullfinch †	**	**		Woodland, scrub
Great crested grebe †	*			Lakes
Great spotted woodpecker †	**	*		Woodland
Kingfisher †	*			Lake, and river
Lesser white throat †	*			Mature hedges, woodland with dense undergrowth
Linnet †	*			Meadow, scrub
Reed bunting †	**	**		Marshy areas, scrub
Reed warbler †	*			Reed beds
Song thrush †	*			Woodland
Whitethroat †	*			Woodland edge, scrub
Common name	International/ European	National	Regional/ Local	Habitat notes
<b>MAMMALS</b>				
Bandt's bat	***			Hedgerow, woodland edge
Brown long eared bat	***			Woods and farmland

**Table 9: Key species present in the park continued**

Common name	International/ European	National	Regional/ Local	Habitat notes
Daubentons bat	***			Lakes, canals, woodland rides
Hedgehog	**			Hedgerow, woodland
Nathusius bat	***			Woodland
Natterer's bat	***			Woodland, and near water
Noctule bat	***			Woodland
Pipistrelle bat	***			Woodland and farmland
Serotine bat	***			Woodland rides
Shrew common	**			Hedgerows, meadows, marsh, and woods.
Shrew pygmy	**			Hedgerows, woodland field boundaries
Stoat	**			Woodland, hedgerow, grassland
Whiskered bat	***			Hedgerow, woodland edge
Weasel	**			Woodland, hedgerow, grassland, likely under recorded



**Table 9: Key species present in the park continued**

<b>PLANTS</b>				
<b>Common name</b>	<b>International/ European</b>	<b>National</b>	<b>Regional/ Local</b>	<b>Habitat notes</b>
Common cudweed		*	BSBI	Open areas
Common Pepperwort		*	BSBI	Waste ground
Corn mint		*	BSBI rare spp.	Rough grass and woodlands
Crosswort		*	BSBI	Grasslands, woodland edges
Field peppergrass		*	BSBI	Grassland waste ground, open habitats
Fringed water lily		*	BSBI	Canals, ponds, slow moving water
Lesser spearwort		*	BSBI	Marshland and edges to water
Narrow leaved bitter cress		*	BSBI	Light shady woodland, rivers streams
Narrow leaved water dropwort		*	BSBI	Marshland, water's edge
Rough Mallow		*	BSBI	Edges to paths, hedgerows
Stingless Nettle		*	BSBI	Open land grassland
True fox sedge		***	BSBI	Wet, open, or shaded habitats, flooding in winter
Trailing tormentil		*	BSBI	Woodland edges, dry banks, heath
Wild strawberry		*	BSBI	Woodland edges, dry banks, heath

**Table 9: Key species present in the park continued**

<b>FISH</b>				
<b>Common name</b>	<b>International/ European</b>	<b>National</b>	<b>Regional/ Local</b>	<b>Habitat notes</b>
Eel	**	**		Standing and running water
Pike	*			Standing and running water
Roach	*			Standing and running water
<b>AMPHIBIANS AND REPTILES</b>				
<b>Common name</b>	<b>International/ European</b>	<b>National</b>	<b>Regional/ Local</b>	<b>Habitat notes</b>
Frog	***	*		Lakes and streams
Slow worm	*	****		Scrub, hedgerows long grass
Toad	**	***		Wetland, grassland uses logs and stones for hibernation
<b>INSECTS</b>				
<b>Common name</b>	<b>International/ European</b>	<b>National</b>	<b>Regional/ Local</b>	<b>Habitat notes</b>
Black tailed skimmer dragonfly	*	*		Likes lakes, slow rivers, ponds, ground.
Brown hawker dragonfly	*	*		Standing and running water
Cardinal beetle	*	*		Woodland and hedges
Cinnabar moth		**	*	Caterpillars feed on Common Ragwort. Grassland for adult



Common blue damselfly	*	*		Vegetated lakes and canals
<b>Table 9: Key species present in the park continued</b>				
Common name	International/ European	National	Regional/ Local	Habitat notes
Common darter dragonfly	*	*		Standing and running water
Emperor dragonfly	*	*		Standing and running water
Four spotted chaser dragonflies	*	*		Margins of shallow pools, open water emergent vegetation
Long horned bee		***	*	Grassland, feed on bramble, bugle, comfrey and pea family.
Migrant hawk dragonfly	*	*		Breeds standing water, feeds shelter wood and hedgerows
Rosey rustic moth		*	*	Marshy areas and waste ground
Scarlet malachite beetle		****		Meadows and hedgerows
Small blue butterfly		****		Grassland larval food is Kidney vetch,
Stage beetle	**	*****		Deadwood for larva, woodland for food, may breed at the site
White legged damselfly	*			Slow flowing water sometimes in ponds. Uncommon strongholds in southern England

## 7.0 - Community involvement

### Visitor surveys

These were conducted in 1988, 1993, 2001, 2007, 2013 2018 and 2023. The objective is to profile visitors, provide information on customer satisfaction, facilities, and suggested improvements, which are then incorporate into this management plan.



Figure 18 Clipboard

### Key results of the last survey:

402 face-to-face group interviews comprising of 1,406 individuals were completed with visitors to the park in the summer of 2023.

A summary of the findings is detailed below:

99% of visitor were satisfied with their visit overall.

The most important features of the park were identified

- Attractiveness of the park
- Overall cleanliness
- Refreshments facilities
- Play area.
- Balance of recreation and wildlife

as:



Figure 19 Word cloud map important features

Suggested improvements were:

- More wildlife and wildflowers
- A visitor centre/ café seating area and education facilities
- Exercise trail
- Rubbing trail
- Adventure zone



Figure 20 Word cloud map suggestions

Nearly half (48%) of the groups interviewed had not heard about the historic Stone Lock but of the 141 groups who made a choice most people were supportive of improvements to the Lock.

In the word clouds above larger the text the greater the response

Many positive comments were received, and a selection are highlighted below:

“We love it”.

“Lucky to have this on our doorstep”.

“Very good play area”

“The cafes amazing”

Whilst the above survey gives an overall impression of visitor patterns, at present (like most parks) we cannot calculate accurately annual visitor numbers or establish daily usage patterns and trends in use.

## Public engagement

We established a User Panel in July 2002 to enable the Council to meet and engage with users. As the park has been improved and evolved there has been less interest from public to meet in person. A newsletter was trialled during the covid pandemic in 2019, and after consulting users, it has now been adopted as our primary method of engagement. Our newsletter is published twice a year, and sent to our stakeholders, (anyone can sign up to be sent the newsletter) it is also available to the public on our website. In addition, our contact details are displayed on our website and on site and a ranger is on site most days for feedback. We also use feedback forms after events.

## Concessions and clubs

Many concessions and clubs use the site:

**Tonbridge Town Sailing Club** – Operating from a clubhouse at Haysden Water, the Club aims to encourage small boat sailing and model boating on the lake. The Club is Royal Yachting Association affiliated and has a membership of around 90 comprising of: individuals, families, students, cadets and youth organisations such as scouts, guides and sea cadets. As well as sailing, the Club has an active social scene that includes barn dances, talks, barbecues and treasure hunts. The Club leases land on which they have built and operate a clubhouse, boat slipway and have a boat storage area. They have a website at [www.tonbridgesailing.org](http://www.tonbridgesailing.org)

**Tonbridge & District Angling & Fish Preservation Society** – The Society controls the fishing on 14 miles of river and nine lakes, much of which are based in the Tonbridge area and includes areas within Haysden Country Park. The Society was formed in 1875 and has around 900 members. In 2006, for the first time this licence allowed night fishing at the park and for the Society to control its own closed season at a time to benefit the fish, such as during fish spawning. The Society supervises the angling by employing water bailiffs and charging for membership or for day tickets. Visit [www.tonbridge-angling.co.uk](http://www.tonbridge-angling.co.uk)

**Kent Fire and Rescue Service water rescue training** – Two Service units use the site to train their personnel in water rescue, this has the advantage that the personnel become familiar with our park, should a real rescue ever be necessary.

**Flyball team** – Use Tile Barn field for training, they operate once a week.

**Tonbridge River Trips** – Operate a passenger boat service on demand from Tonbridge Castle to the landing stage at the park. This offers a sustainable way of visiting the park from Tonbridge.

**Parkrun** – This is a national scheme to encourage local people to run short distances each week. The concession is run by volunteers and there is no charge to take part. The runs are once a week and start at the nearby Tonbridge Racecourse Sportsground along the river to the park and then return to the sportsground. They have a website at [www.parkrun.org.uk/tonbridge](http://www.parkrun.org.uk/tonbridge)

**Licensed specialists** – Are employed by the Council to give advice as and when required, on species like bats, dormice, reptiles, and habitat management.

**Other partnerships** – There are other partnership such as the Police Community Support Officers, and the local community hold events at the park.

**Local educational establishments** – Several nearby local educational establishments use the park as a recreational and educational resource. Schools use the park for cross country running geography and wildlife study. Higher and further educational establishments also use the site for a variety of assignments such as habitat management; surveying and levelling; leaflet writing; crime scene investigation and teaching risk assessments. All educational establishments using the site must book in advance and submit a risk assessment for approval.

## Volunteering

The Council has over the last twenty years encouraged the involvement of volunteers in the park, an initiative that has been keenly supported by the local community. Partnerships with other organisations/ groups complement our own resources and include the Haysden Country Park Volunteers, walk leaders, the Volunteer River Wardens and the Action Group. The kind of projects and tasks undertaken by volunteers varies from one-off assistance on specific projects, to programmed work over the course of a year and running events.

**Haysden Country Park Volunteers** – Originally formed in 2002 the group was led by the British Trust for Conservation Volunteers under the Green Gym Programme; they are now a constituted self-led volunteer group. Around thirty volunteers have been recruited and are on the membership list, and of these around twenty would normally attend each task day. The volunteers are involved in a wide range of projects throughout the park from fund raising, wildlife and wildflower monitoring, to conservation and habitat management and maintenance tasks. Some volunteers receive training, and all learn new skills on the task days. Some members of the group have attended training courses in leadership, first aid tree, pond and bat surveys. A leaflet is available to promote the group and recruitment of new members which is on the Council's website [www.tmbc.gov.uk](http://www.tmbc.gov.uk), we also have a Volunteer Handbook offering more guidance and containing an application form.

**Volunteer River Wardens** – The Medway Valley Countryside Partnership co-ordinate these volunteers who work independently in the park (and around the River Medway) along the riverbanks collecting litter and recording wildlife, five people regularly walk the park. This activity is often supplemented by an annual spring clean event where the public help litter pick the park. A risk assessment has been carried out and task-based training has been given by the Partnership.

**Tuesday and Thursday Action Groups** – Co-ordinated by the Medway Valley Countryside Partnership, this group has assisted by carrying out volunteer tasks on site including replacing the fishing platforms, construction of the dipping platform, Himalayan Balsam pulling and ragwort digging.

**Volunteer wildlife recorders** – Several key individuals and groups have over the years assisted with regular recording at the site including – surveys of botany, birds, insects, amphibians and reptiles. Volunteers and members of the Kent Bat Group have carried out bat surveys and another volunteer carries out a Breeding Bird Survey. The Orpington Field Club (part of the countywide Kent Field Club) has made several field trips to the site for a wide range of species including insects, plants and birds. All biological recorders are encouraged to provide recording results to the Site Manager and the Kent and Medway Biological Records Centre.

**Community Payback** – The Council has worked with an organisation contracted to the Probation Service overseeing work in the park. These are minimal risk people selected to do unpaid work in the community by a court to repay the community for the offence. Placements give people an opportunity to gain experience new skills or gain qualifications. Each task is fully assessed and agreed before they proceed. The group has worked on projects to lay paths, cut back areas, clear litter, and plant trees.

**Kent Wildlife Trust** – Engaged as appropriate to advise on works where wildlife may be disturbed.

**Heusenstamm Friendship Circle** – The group is the twinning organisation between Tonbridge and Heusenstamm in Germany. The group provided funding in 1987 after the Great Storm) for the creation and planting of Heusenstamm Friendship Wood in the park and has continued support this in more recent years funding a sculpture and bluebell planting. More details can found at <http://www.heusenstammfriendshipcircle.co.uk/>

**Walks for Wellbeing** – The Council coordinates volunteer walk leaders to run weekly led public walks around the borough, including those within this park. Anyone can sign up to take part for free or to train to become a walk leader. This is part of wider healthy living scheme run by the Council.

### **Consultation on the management plan**

Involvement of external parties in the production of this document was essential and a programme for consultation was developed and is outlined here:

Copies of the Management Plan Consultation Draft were sent to:

- Stakeholders (see **Table 10**)
- All other interested persons

The draft of this Management Plan had a six-week public consultation in 2025, and was made available to view at the Council's offices at Kings Hill and Tonbridge Castle Gateway. The draft plan was also available on the Council's website at [www.tmbc.gov.uk/HCP](http://www.tmbc.gov.uk/HCP). A wide range of organisations and individuals commented on the plan, and these were considered by the Council's Communities and Housing Advisory Board. Amendments were then made as appropriate, before the plan was adopted by the Council and published.

**Table 10: Timetable for consultation**

<b>Action</b>	<b>Timescale</b>
Internal consultation	April 2024
Report with the consultation draft to the Council's Community and Environmental Scrutiny Select Committee	Feb 2025
Public consultation	Feb-Mar 2025
Report to the Council committee with the results of consultation	May 2025
Plan amended to reflect agreed changes	June 2025
Report to cabinet	July 2025
Publication of final Management Plan	Aug 2025

## 8.0 – Marketing and communication

### Marketing strategy aim

Encourage visitors to the Country Park from the local area using press releases, articles, newsletters, the park's webpage, leaflets, activities for young people, volunteering, and events. All marketing must be duly considered to ensure it is not detrimental to the nature conservation interest of the site.

### Publications

The Council markets the park as a local facility with the principal means of marketing being through: leaflets; the Council's website [www.tmbc.gov.uk/HCP](http://www.tmbc.gov.uk/HCP) (Haysden Country Park pages) photo calls, news releases, site notice boards, cross service publications, social media and event publications. All printed publications are available from at Tonbridge Castle.

### Interpretation

To manage the park effectively, there is a need to communicate to the public and the Council will continue to do this using a variety of methods. The Interpretation and Marketing Plan for the park at **Appendix 13** covers: the theories of interpretation, an evaluation of where we are now and the way forward.

### Country Park webpage

The park's webpage can be found at [www.tmbc.gov.uk/HCP](http://www.tmbc.gov.uk/HCP). The web pages give details about the park's facilities and services including the sailing, fisheries, and refreshments. There are sections about the park and what there is to do. There is also information on children's activities, events and water safety. Details about the park can also be found on other websites: Explore Kent, TripAdvisor and the Green Flag Award.

### Newsletters

The Council publishes e-newsletters for this park twice a year. These are available for the public and published on the Council's website.

### Social media

The Council monitors social media to understand what our customers think about the Council's services. In common with most country parks the Council has a Facebook page and post on Facebook and send out Tweets to market activities and events. (According to the Visit Britain survey 2024, 92% of country parks use Facebook as their main form of digital communication.)

### Events

A wide variety of events are run at the park each year, some are run by the Ranger, others by partnerships, local clubs and volunteers. Typical events held at the park are listed in **Table 11**. Events are extremely popular with visitors, and we always give the public an

opportunity to feedback, which we use to plan future events. Events have normally tended to have a countryside theme; and are usually free of charge. We aim to time events to take place during national campaigns (Love Parks Week, Big Garden Bird Watch, Big Butterfly Count etc.), this is so that the public can attend a local event; we aim to run a variety of events each year aimed at different audiences. We and our partners use websites, posters, social media, and Eventbrite for bookings.

**Table11: Examples of annual events and activities**

<b>Event/ Activity</b>	<b>Frequency</b>
Bat walks in summer	1
Wildflower count in December (free)	1
National event in January Big Garden Bird Watch (free)	1
National Event in summer Love Parks (free)	1
National event in the summer Big Butterfly Count (free)	1
Easter self-led trail in Spring (free)	1
Haysden Country Park volunteer task days year-round (free)	154
Volunteer task days usually in summer (free)	2
Community organisations and company volunteer days (free)	2
Love Parks Week (free)	1
Halloween self-led trail in Autumn (free)	1
Walks 4 Wellbeing (free)	51
Christmas self-led trail in December (free)	1



## 9.0 – Management

### Management structure

Major policy issues will be determined by the Council through recommendations made by the Communities and Housing Board, then endorsed by the Council's Cabinet, these are implemented by the Street Scene, Leisure and Technical Services Directorate, in the Outdoor Leisure Section. The Leisure Services' management structure is shown below:

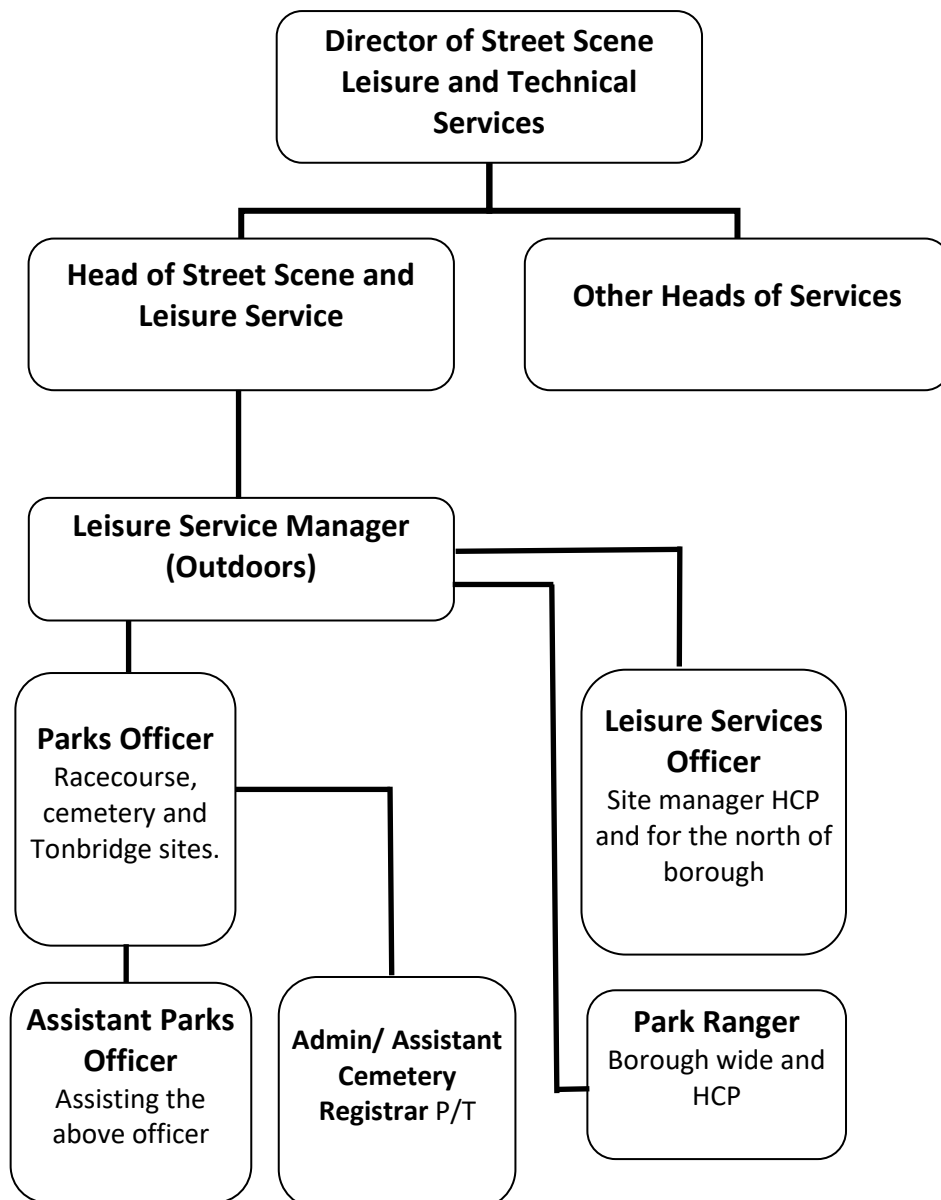


Figure 21 Management structure chart

## Out of hours

The Council operates an 'out of hours' emergency call out system on the normal Council telephone number 01732 844522. The operator can answer some questions from a set script and in exceptional cases has a contact list for Council staff. For non-urgent items there is the Council's website with Report Forms at [www.tmhc.gov.uk](http://www.tmhc.gov.uk)

## Staff training

Training is identified through the annual performance appraisal for each member of staff. Individual and corporate training needs are part of the assessment process, and the outcomes are recorded and signed off by both parties. Training needs can vary from year to year but typically they might include First Aid at Work, equality training (access for all, anti-discrimination) and health and safety training.

## Contractors

A range of commercial companies and local organisations already contribute to the management of the site. See **Section 4.0** for more information.

- Cala Briparc Ltd – car parking machines and servicing borough wide
- Envirocure Ltd – borough wide legionella advisor
- Folly Wildlife Trust – wildlife rehabilitation
- Gatekeeper
- Lemon Drainage Services Ltd - servicing of plant and sewage disposal
- Landscape Services - grounds maintenance contract borough wide.
- OCS – pest controller borough wide
- Rentokil initial Ltd – sanitary bins
- The Swan Sanctuary – wildlife rehabilitation
- RSPCA – wildlife rescue
- Specialist Hygiene Services Ltd – toilet cleaning etc. borough wide
- Urbaser Ltd – dog bin emptying borough wide
- Ward Security - dog warden services borough wide

## Stakeholders

Various groups have an interest in the site and have been consulted on the development and production of this Management Plan. These organisations will also be consulted on issues relating to the ongoing development on site and are listed in alphabetical order in **Table 12**.

**Table 12: List of Stakeholders for the Haysden Country Park**

Name of Organisation
Charities and disabled groups
Emergency services
Environment Agency
Haysden Country Park User Panel (local residents councillors and clubs)
Haysden Country Park Volunteers
Heusenstamm Friendship Circle
Highways Agency (the A21)

**Table 12: List of Stakeholders for the Haysden Country Park continued**

Kent Bat Group
Kent County Council – West Kent Area Office (Public Rights of Way)
Kent Fire and Rescue Service (use the Haysden Water Lake for training)
Kent Wildlife Trust (Local Wildlife Site designation)
Landscape Services (grounds contractor)
Local members
Local schools
Medway Valley Countryside Partnership
Natural England (Country Park Accreditation Scheme)
Network Rail
Nordic walking
parkrun
Penshurst Place Estate (cycle route 12)
Rootsies Ltd (caterer)
Sevenoaks District Council (the park has a boundary within this district)
Tonbridge and District Angling and Fish Preservation Society
Tri Swim
Tonbridge River Trips
Tonbridge Sports Association
Tonbridge Town Sailing Club
Upper Medway Internal Drainage Board
Underdogs fly ball team

## Country Park budget

The cost of running the park is around £203K per annum. The budget provides for grounds maintenance, running costs, repairs, staff, administration, and essential services. Income in the region of £93K offsets some of the expenditure, which is generated in the park from rights over water, the cafeteria, other concessions and car parking fees, (income recovers around 50% of the parks running costs). A breakdown of the budget (2024/25 are the baseline figures for this plan) can be found in **Appendix 11**.

The budget is reviewed annually and this needs to consider any price increases in the contracts. As for all Council services, this country park competes for resources alongside other services provided by the Council.

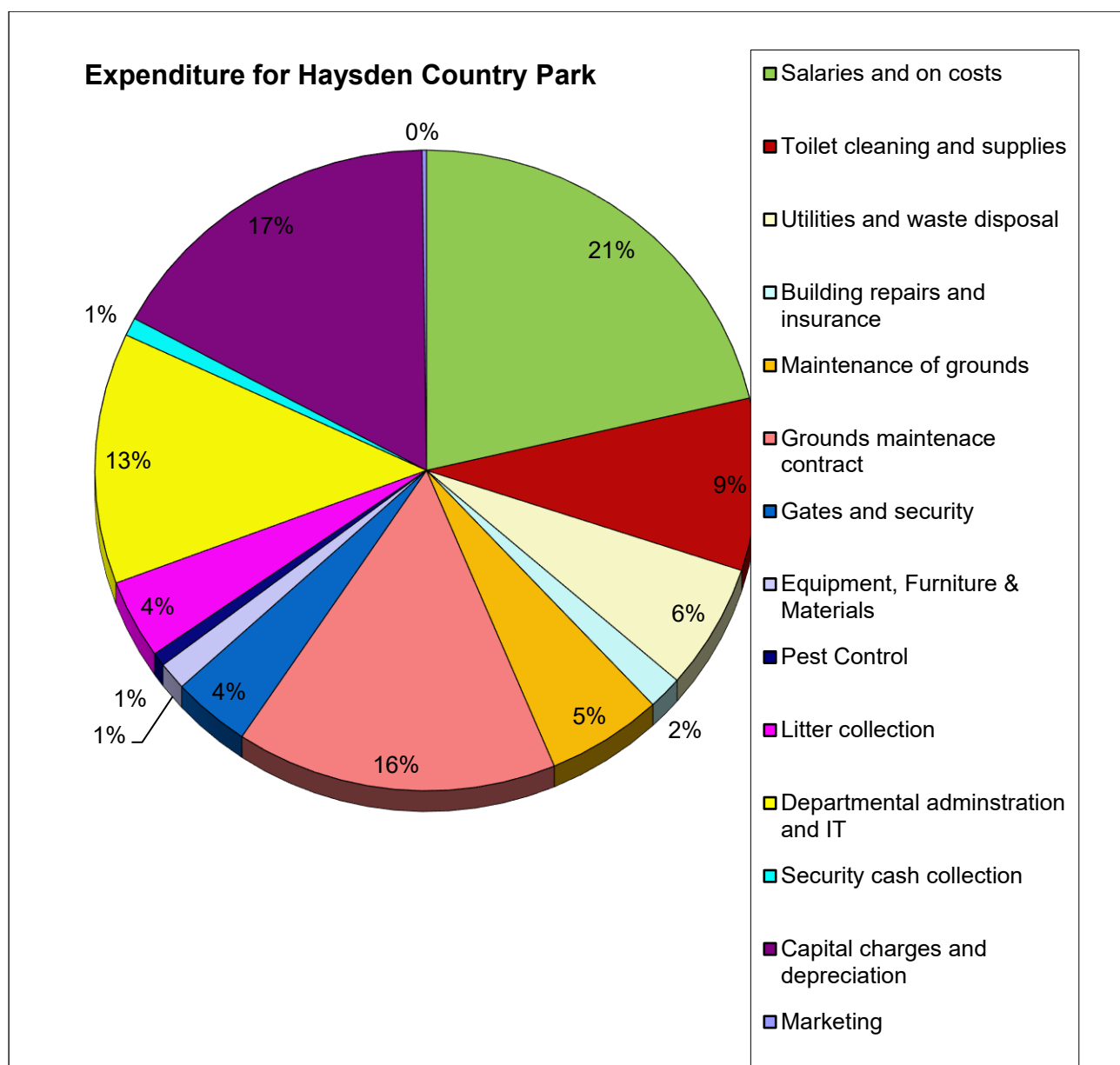


Figure 22 Pie chart of expenditure

**Capital budget** – Some larger value assets such as replacing children’s play equipment, are funded under the Council’s Capital Renewal Scheme. The Council also has a system of bidding for capital work to fund larger projects. The Council has invested in the park funding (in part or fully) projects like: car park surfacing (2022), play equipment replacement (2021), new sewage system (2020), new roof and redecoration of the building (2020), and new play equipment (2024).

### External funding

Where practical funding will be sourced from outside the Council, and this can take the form of donations (seats), grant bids and developer contributions. In recent years, the Council have secured grants which paid in part for Barden Lake and play area improvements, and new paths around the play area. The Haysden Country Park Volunteers have also been successful in obtaining grants for projects like tree planting, improvements along The Shallows, and planting around Barden Lake. The Council has also negotiated and worked in

partnership with concessions and other stakeholders to make improvements to the park, such as the catering area, major public rights of way improvements and replacement of bridges by Kent County Council and projects to create new angling swims by the Angling Society. A list of the main projects and investments that have been undertaken in the 5-years prior to the start of this plan is included at **Appendix 11**.

## Rules

We ask that park users observe some simple guidelines when visiting, to ensure that most people's enjoyment is not unduly affected by a few.

These rules are set out below:

**Commercial/ community activities** - Any commercial/ community activities (commercial are those that make a profit) that are conducted at the park, must have the written permission of the Council, and will require an agreement or licence in place. It is at the Council's complete discretion which activities will be approved.

**No motorbikes** – Motorbikes are only permitted in the designated car parks but are not permitted in all other areas of the park.

**Car parking** - Cars and other vehicles (driven by the public) are restricted to parking in the designated car parks and are not permitted in other areas of the park without written consent. (There are exceptions to this rule, in a few signposted areas for disabled drivers.)

**No dogs in the lakes** – It is recommended that dogs should not go into the lakes because Blue Green Alga is sometimes present; this can also cause conflicts with angling, wildlife, and bank erosion.

**Anti-social behaviour** – Aspects such as littering, fly posting, fly tipping and graffiti are covered in **Table 3**. (Powers under various Acts including the Anti-Social Behaviour Act 2005, Environmental Protection Act 1990, Clean Neighbourhoods and Environment Act 2005, Unauthorised Deposit of Waste (fix Penalty) Regulations 2016, Town and Country Planning Act. 1969 Bylaw (9))

**Water safety rules** – After the Water Safety Policy was developed a number of site-specific recommendations were made including publishing water safety information for users.

## Public Open Space Protection orders

Fix penalty notices and fines apply (powers under the Anti-social behaviour, Crime and Policing Act 2014, enacted in under the Tonbridge and Malling Borough Council Public Spaces Protection Order 2023):

**No barbeques** – In line with all the Council's public open spaces, and to both reduce the likelihood of fires and to avoid inconveniencing other users, barbeques are not

allowed in the park.

**No unauthorised swimming, bathing or boating** – No person may swim, bathe or operate any boat or craft in any lake within the Country Park unless specifically authorised in writing by the Council

**No unauthorised drones** - No person may operate a drone from any open space owned by the Borough Council without first obtaining authorisation from the Borough Council.

**No unauthorised camping** – This activity is not allowed in the park.

**No dog fouling** – It is an offence for dog owners/ walkers to not clean up when their dog fouls in the park, and to correctly dispose of this waste.

**No dogs in the play area** – Dogs are not permitted inside the fenced children's play areas, as they can cause distress and alarm to young children.

**Dogs on Leads at all times in designated areas** – Dogs must be kept on leads at all times within the areas shown on the plans below. Broadly, these areas are the car parks and around the catering unit.

**Dogs on lead by direction** – If a dog is causing a nuisance, annoyance, or disturbance to other people or to wildlife, dogs must be kept on a lead if the owner is instructed to do so by an authorised person.

**Maximum number of dogs** – The total number of dogs permitted that one person can take onto the park is six dogs and they must ensure that they have full control and do not allow them to cause alarm or distress to other people.

**Controlled alcohol zone** – It is an offence to fail to comply with a requested by an authorised officer to cease drinking or surrender alcohol within the park.

**Public urination/ defecation** – It is an offence to urinate or defecate within the park. Toilets are provided.

**Alcohol control** – No person may drink alcohol in a public place if requested to stop by an authorised officer of the Council or Police Constable.

**Use of drones** – No person may operate a drone from any open space owned by the Borough Council without first obtaining authorisation from the Borough Council.

For the purposes of this measure, “drone” means any remote-controlled pilotless aircraft or Unmanned Aerial Vehicle.

**Vehicles on public open spaces** – No person may park a vehicle on any public open space within the borough, save in a designated vehicle parking space. For the purposes of this provision, ‘public open space’ shall mean any land laid out as a public garden or used for the purposes of public recreation.



## Compartments

For the purposes of this plan, the site has been divided into eleven compartments to reflect their different management needs and uses. The compartment descriptions outline the current condition and features. More detailed on the map in

### Appendix 2.

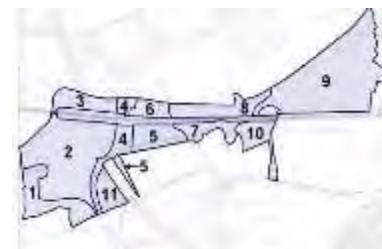


Figure 23 Site compartments

**Compartment 1** – (Nature reserve sanctuary area) - This compartment consists of woodland and is part of the west bank of the Lake. Public access is limited by vegetation growth and a locked gate to prevent access by the public and club users. The area offers a sanctuary for wildlife like waterfowl to nest with a management prescription of minimal intervention. It must also be noted that this woodland reduces the wind speed which affects sailing. Coppicing of one section per year addresses this issue. Planted along the lake edge with a new reedbed to attract wildlife.



Figure 24 Compartment 1

**Compartment 2** – (Reservoir, grassland, and woodland) - This area of the park has been identified with moderate visitor activity, consisting of: Haysden Water (a 'reservoir' flood storage area), the sailing club, car park and woodland. It is not possible to put litter or dog bins inside this area due to flooding. The area is also used for angling on the north and east banks of Haysden Water. Due to the location of the car park and the sports clubs currently operating in this area, management objectives will need to take recreation into consideration. The key projects for this area are removing scrub and keeping Botany Pond with some open areas.



Figure 25 Compartment 2

**Compartment 3** – (Water Meadow) - This compartment is an example of a scarce UK habitat, containing a limited number of the rare species Oenanthe silaifolia (Narrow-Leaved Water-Dropwort) around the river boundary. It is flanked on one boundary by trees and scrub, bats are also known to use the river corridor. Management will be guided by the need to preserve the existing habitat and the protection of identified species. Two mud scrapes, (shallow seasonal ponds) in the middle were created to increase biodiversity of this area. Requests for events should avoid this area of land due to the sensitive nature of this area for biodiversity.



*Figure 26 Compartment 4*

**Compartment 4** – (Reservoir embankment) - Compartment four comprises the Leigh Flood Relief Barrier embankment, a structure that impacts on management objectives throughout the park. This area of land is owned and managed by the Environment Agency (EA) and is maintained as close mown grass.

**Compartment 5** – (Woodland and meadow) - An area demonstrating moderate visitor presence and consisting of 'The Straight Mile', meadow, marsh, and mixed woodland. This compartment comprises a variety of habitats and contributes strongly to the wildlife diversity and character of the park. Along 'The Straight Mile' (woodland ride) damselflies, dragonflies and butterflies are common; this area may also be attractive for bat species. As with the meadow below, a key project is to increase the biodiversity of the meadow area by removing grass clippings after cutting and opening bare ground for natural regeneration. The importance of The Straight Mile for wildlife is noted and a key project will be to ensure that vegetation does not enclose the ride which would reduce the sunlight and so insect and plant biodiversity of this area. The woodland areas are more sensitive and contain mature trees some of which have been coppiced in the past and for this reason have restricted public access, this will allow more sensitive wildlife and plants to thrive.

**Compartment 6** – (Heusenstamm Friendship Woodland) - A mixed species broadleaved woodland which is still young circa 1987 but is establishing well, and now attracting dragonflies and butterflies. The woodland was thinned a few years ago to allow the remaining trees space to mature. This woodland is located on the former site of the so called 'Tonbridge Lido' or 'Weir Pool', now filled in and removed. Planted with bluebells by the volunteers.

**Compartment 7** – (The Shallows) - Flanked to the south by the original River Medway and still connected to the River Medway and Stone Lock, the river is now heavily silted through lack of water flow, except in times of flood. The area contains a variety of common flora and is an important site for invertebrates and feeding birds, as are the reed beds. A dipping platform for educational use is now located in this compartment. There is a sanctuary area with no public access to allow more sensitive wildlife and flora to thrive in the park. The area also contains a planting of colour willow species, which are managed as coppice stools to encourage young whippy growth suitable for future community events like willow weaving.

*Figure 27 Compartment 7*

**Compartment 8** – (River Meadow) - Bordering the River Medway the area contains examples of wildflower meadow and old woodland and the remains of the old Stone Lock.



Key projects for this area are to increase the biodiversity of the meadow areas and opening up bare ground for natural regeneration. Threats to this area include erosion of the riverbanks and the loss land from land slips into the river. The future management of the Stone Lock is considered at end of the management plan (see Five Year Action Programme).

### **Compartment 9 – (Barden Lake & Woodlands) -**

Dominated by Barden Lake the area is bordered by woodland (Barden Shaw and Audley Wood) and the railway line. The area has good access with numerous seats around the lake and a surfaced path. The remaining area around the lake is subject to a high level of public use for informal recreation and is popular for angling. A long-term project to re-establishing marginal planting around the lake edge has taken place in the last five years.

Planting was in part to control the numbers of Canada Geese volunteer groups and grants assisted with this project. A major project to creating revetments around the lake edge was also completed in 2023. There is now a jetty, picnic area and marked numbered swims for fishing funded by a grant, this has transformed that part of the lake. We are leaving the area in front of the disabled parking with an open view of the lake, this area is also occasionally used for events. Barden Shaw has been coppiced in phases in the last ten years. Erosion of the riverbanks is a threat as in compartment 8. The woodlands of Audley Wood and the marsh area are the most sensitive, areas but have restricted public access. A bee rare for Kent has been found in the grassland the Long-horned bee (*Eucera longicornis*). This plan includes a project to investigate the installation of a landscape feature at the far end of the lake.



Figure 28 Compartment 9

**Compartment 10 – (Main entrance area) -** The area that is subject to the highest level of public use, consisting of: the main car park, toilet block, picnic areas, children's play area, designated dog exercise area, event field (used for licenced activities) and where the mobile cafeteria service operates. There have been major investments in play area refurbishment. Hedgerows around the car park/ play area boundary are now well established. Hedge-laying to the rear of the play area has also been a great success. Establishing a new use for Tile Barn Field is one of the key projects to consider over the coming years.



Figure 29 Compartment 10

**Compartment 11 – (Woodland and Car Park)** Predominantly Haysden Water car park but also containing a small section of woodland and the constructed Bat Cave. Brown Long-eared bat (*Plecotus auritus*) have roosted in the bat cave. Public access is restricted to avoid disturbing this protected species. Part of this area is reserved land used to store materials and can be used as compound for highway and barrier works.

## 10.0 – Constraining factors and strength, weaknesses, opportunities & threats analysis

### Constraining factors

These are constraints on the management of the site and limitations to the services it can provide. The Council's parks Management Aim, ensuring the site is a suitable home for a wide range of wildlife as well as providing an open space for recreation, can limit the activities and development that can take place in the park. The following are worthy of note: -

**Lease to Tonbridge Town Sailing Club** – Tonbridge Town Sailing Club has a lease agreement for sailing on Haysden Water in Compartment 2. The current 15-year lease runs from April 2022 to March 2037 and includes break clauses.



Figure 30 Sailing club

**Angling** – Any fishing operations, including the transferring of fish, drag netting and the use of electro fishing to catch predatory fish such as eels and pike will require the permission of the Environment Agency. Fishing on the River Medway and The Shallows is under the control of the Environment Agency and a separate close season applies. EA Rod Licences are required for all fishermen.

**Licence for angling** – Tonbridge & District Angling & Fish Preservation Society currently have a licence for the fishing rights to Barden Lake, stretches along the River Medway and designated areas on Haysden Water within the park. The current licence runs for 28 years from 2006 to 2034 and includes break clauses.

**Licence for catering** – Rootsies Ltd now have the long-term licence to operate at the site. The current lease runs for 15 years from 2016 to 2031.

**Licence for triathlon swimming** – The club has a licence to carry out swimming training on Monday, Wednesday and Friday evenings in Haysden Water subject to new contract.

**Licence for passenger boat service** – This includes the use of the landing stage at the park. The licence expires in 2026.

**Licence for flyball dog training** – Licence to use Tile Barn Field for training. Licence runs annually.

**Licence for Nordic walking** – Annual licence.

**Planning restrictions** – The whole site falls within the Green Belt which restricts development beyond 'permitted development rights. In addition, there are two other designations covering parts of the park: the River Medway South of Leigh.

**Local Wildlife Site** – (designated an SNCI C1987) and the Haysden Local Nature Reserve. (See **Appendix 8**).

**Size and Shape of the Site** – The linear shape of the site and the relatively small size limits the range of activities possible in the park.

**Character of the Site** – The variety of habitats and high level of open water limits the extent of land-based activities that are able to take place within the park.

**Access** – Several transport routes transect the site (rail, road, rivers and streams). All of these, along with the Leigh Flood Relief Barrier, influence how, where and the type of access that takes place (main access routes are highlighted on the Master Plan, see **Appendix 2**). It should also be noted that the main road (Lower Haysden Lane) to the site is of limited width and has no footpath.

**Easement** – An easement exists in relation to the A21 trunk road affecting use of designated land around the road.

**Noise** – In parts of the site, the tranquillity of the countryside is interrupted by noise from vehicles travelling along the A21 trunk road and intermittently by trains travelling on the railway line.

**Public Rights of Way** – Legal obligations regarding the Public Right of Way MU24 must always be adhered to. (Rights of Way Act 1990, Countryside Rights of Way Act 2000, Public Rights of Way Act 2000 etc.) For the location of the footpath see **Appendix 5**. Public rights of way must remain open and free of obstruction. Any public rights of way that traverse the site cannot be blocked, diverted or re-aligned without the authorisation from Kent County Council (for designated Rights of Way see **Appendix 8**). No stiles, gates, bollards or any other barriers can be installed on Public Right of Ways (PRoW's) without prior authorisation of KCC.



Figure 31 Walkers

**Budget** – The park has its own revenue budget that covers the basic maintenance of the site. Income is raised through concessions for angling, sailing and cafeteria services and car parking but this recovers only a small percentage of the total costs, (**Appendix 10**). Management, maintenance and development carried out within the park are therefore limited in relation to available funding and external grants.

**Leigh Flood Relief Barrier** – Any activities that affect the area behind the Leigh Flood Relief, compartments 1 - 4 (Haysden Water and surrounds), need consent from the Environment Agency, under the Water Resources Act 1991.

### **Leigh flood storage area (reservoir) and flooding –**

Haysden Water end of the park is designated as reservoir behind the Leigh flood barrier and used as a flood storage area reservoir (**Appendix 5**) during periods of high rainfall and flooding. Being so close to the River Medway the rest of the park is also within the flood plain and has high risk of flooding.

Impoundment of water by the Environment Agency behind the Leigh Flood Relief Barrier at Haysden Water leads to occasional deliberate flooding to several metres in depth of this part of the park as a flood storage area

‘Reservoir’ (these areas are designated Compartments -4). The area can hold water for several days (normally this is in the winter) before the water is released downstream. The area around the Leigh Flood Barrier must remain in good condition. The Council works closely with the Environment Agency and access is strictly limited to mainly pedestrians in this area; rabbit activity is monitored and maybe controlled to avoid damage to the structure of the barrier. The effects of flooding within the park are not just limited to Haysden Water. Barden Lake end of the park is prone to periodic flooding, which occurs when the Leigh Barrier gates are opened as the River Medway overflows its banks. During flood events, ground water from the surrounding catchment area flows downhill towards the river. The flooding also places other limitations on the activities and types of structures that can be built or installed with the reservoir area as they need to be able to withstand deep flooding and could reduce the flood capacity.



*Figure 32 Haysden Water in use as a flood reservoir*

**Flood Risk permit** - A flood risk activity permit is required for any proposed activities to watercourses classified as main river or near the flood barrier defence.

**Land Drainage** – The drainage ditch (Denton Stream) near Barden Lake is under control of the Upper Medway Internal Drainage Board control and must be kept in good order to avoid flooding. Land Drainage Consent is required for any works. The River Medway (including The Shallows) is under the control of the Environment Agency and drainage consent maybe needed for work in these areas that affects the banks of any watercourse or flooding.

**Locations for dog and litter bins** - There are a number of constraints on where we can locate these within the park because of restricted access for the collection of waste and higher costs and not being able to provide bins within the Leigh Reservoir area of the park due to flooding.

**Wildlife Protection Legislation** – There is numerous national wildlife protection legislation that affects animals and plants that occur in the park. Access to some small areas of the park have been restricted to prevent disturbance by humans and their dogs.

**Statutory Undertakers** – Any new electricity, gas, water or telephone supplies will require authorisation by UK Power Networks, EDF Energy. Other undertakers such as British Gas, Transco, Southeast Water, Southern Water Services and BT also have powers. The above

companies also have a right to maintain their services which are on the land and gain access to the land. The Highways Agency also has rights to access and maintain the A21 flyover. The Environment Agency also have rights of access.

**Ranger and staffing** – Limited staff are available for patrolling at the site.

### **Strengths, Weaknesses, Opportunities and Threats (SWOT)**

**Table 13** identifies the main strengths, weakness, opportunities and threats at the park.



**Table 13: Strengths, Weaknesses, Opportunities, and Threats**

<b>Strengths</b>	<b>Weaknesses</b>
<ul style="list-style-type: none"> <li>• High level of site usage &amp; customer satisfaction</li> <li>• Good range of concessions and relationships</li> <li>• Capital renewals funding for equipment.</li> <li>• Green Flag Award and Country Park Accreditation</li> <li>• Local Wildlife Reserve Designation</li> <li>• Health and safety procedures</li> <li>• Public Space Protection Orders</li> <li>• Strong community/ volunteer support</li> <li>• Ranger led activities.</li> <li>• Quality of provision</li> <li>• Water Safety Strategy</li> <li>• Café open all year round.</li> <li>• Public conveniences on site</li> <li>• Large children's play area</li> <li>• Car parking provision</li> </ul>	<ul style="list-style-type: none"> <li>• Increasing demand for services/ concessions</li> <li>• Increased wear and tear on park infrastructure</li> <li>• Seasonal flooding</li> <li>• Limited and aged-site interpretation at present</li> <li>• Anti-social behaviour</li> <li>• Control of dogs</li> <li>• Car park capacity low at peak times</li> <li>• Toilets unable to meet peak demand levels.</li> <li>• Pedestrian and cycle access to the park along Lower Haysden Lane</li> <li>• Leigh barrier reservoir restrictions</li> <li>• High flood risk</li> <li>• No undercover seating for café</li> <li>• Website content</li> <li>• Limited staff to expand and enhance Ranger led activities</li> </ul>
<b>Opportunities</b>	<b>Threats</b>
<ul style="list-style-type: none"> <li>• New demands for outdoor activities</li> <li>• Improvement projects linked to concessions or services.</li> <li>• Improve site interpretation.</li> <li>• External funding and income generation</li> <li>• Improvements arising from site audits.</li> <li>• Address antisocial behaviour working with partners.</li> <li>• Review staffing levels.</li> <li>• More volunteer field surveyors</li> <li>• Plant more vegetation around Barden Lake</li> <li>• Delivering children's activities and more events</li> <li>• Controlling invasive species</li> <li>• Climate change adaption and resilience</li> <li>• Environmental audit</li> <li>• Provide undercover seating for the café or a new building.</li> <li>• Improve cycling and pedestrian access along Lower Haysden Lane</li> </ul>	<ul style="list-style-type: none"> <li>• Financial reductions and constraints</li> <li>• Changing customer demands</li> <li>• Site capacity exceeded, increased wear and tear.</li> <li>• Declines in visitor satisfaction levels</li> <li>• Damage to the Leigh Flood Barrier banks</li> <li>• Lake and river edge erosion loss of amenity land</li> <li>• Changing legislative requirements</li> <li>• Climate change and declines in biodiversity</li> <li>• Land and water based invasive species.</li> <li>• Reductions in volunteering</li> <li>• Negative impact of increasing recreation on wildlife</li> <li>• Civil emergencies</li> </ul>

## Conclusion

The **Table 13** identifies several possible areas for improvement and where possible these have been taken forward in the sections that follow.

## Part 2 - Where do we want to get to?

This section of the plan describes our vision for the park and sets out our management aims and objectives.

The Council intends managing the site in accordance with the Green Flag Award standards and as such our aims and objectives are reflective of the Award criteria.

### 11.0 Management plan aims and objectives

#### The overall aim

To provide a country park that offers a welcoming place for recreational use that is compatible with its nature conservation features, ensuring the sites integrity is maintained for the benefit of the local community. A balance is to be achieved between all key elements, and none shall, within reason, dominate others.

#### Objectives

This Aim will be achieved through management focused on the following key objectives:

- A well-managed park.
- A welcoming park.
- A healthy, safe and secure park.
- A well maintained and clean park.
- An environmentally managed park.
- A park that addresses biodiversity, landscape and heritage.
- A park that encourages community involvement.
- A park with good marketing and communication.

Each of these objectives may give rise to several projects, with tasks or actions within the Five-Year Work Programme.

## Part 3 – How will we get there?

This section sets out how we are going to achieve our aims and objectives. The Five-Year Work Programme sets out long-term targets, and Annual Action Plans, focusing on each year, will flow from this.

### 12.0 Five Year Work Programme

Each objective will require a range of projects to achieve them, and these are highlighted within the Five Year Work Programme at **Table 12**.

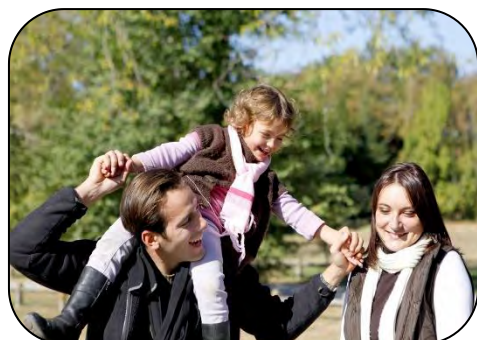
Projects are specific areas of work that may require investigation, costing, identification of funding and, in some cases, several tasks to complete them. The feasibility stage of this process will ultimately determine whether the project is implemented.

The Programme that follows indicates the compartments (**Appendix 2**), in which specific projects will be implemented and the estimated year of delivery. All projects have also been given a priority which is based around the Council's objectives; if funding is the limiting factor, these priorities will be used to determine which projects go ahead.

As highlighted at **4.0 – Grounds Maintenance**, regular maintenance tasks are specified within the Council's Grounds Maintenance Contract, and due to the scale of the documents it would be inappropriate to include this within this plan. It is, therefore, acknowledged that as part of the management of the park this contract will need to be implemented and monitored alongside this plan.

### 13.0 Annual Action Plans

More detailed one-year Annual Action Plans will be drawn up on an annual basis and will be produced in accordance with the Five-Year Work Programme. The Annual Action Plan will contain details of what exactly is to be done, when and by whom, and will be included in later editions of this plan at **Appendix 12**.





**Table 14** Five-year Work Programme - Project List

**Project No Description**

1	Green Flag award application
2	Annual action plan
3	Budget control
4	Cost neutral park
5	Investigate new opportunities for partnerships and income streams
6	Facility improvements
7	Concessions
8	Visitor surveys
9	Community involvement
10	Grounds maintenance contract
11	Water Safety Strategy
12	Health and safety aspects
13	Site specific risk assessments
14	Basic tree inspections
15	Expert tree inspections
16	Access audit
17	New access audit
18	Bridge inspections
19	Path resurfacing and creation
20	Play area inspections
21	Renewal of play equipment
22	Improvements to the children's play area
23	Land drainage
24	Carry out an environmental audit at the park
25	Collect information on wildlife
26	Collect information on plants
27	Control of pest species
28	Circular walks
29	Seating provision

30	Fees and charges
31	Marketing and communication
32	Interpretation and marketing plan
33	Walks 4 Wellbeing
34	Lake marginal aquatic and emergent planting and bank protection
35	Replacement of the Shallows bridge
36	Tile Barn Field use
37	Mink control
38	Signage and wayfinding
39	Park furniture
40	Creation of suitable habitats
41	Stone Lock improvements
42	Pond/ water course management and pond creation
43	Water meadow management
44	Raise the level of the path along The Shallows
45	Learning opportunities in the park
46	Cutting back path vegetation
47	Scrub clearance
48	Hedgerow restoration
49	Plant more hedgerows
50	Plant trees
51	Coppice rotations
52	The Shallows coppicing
53	CCTV for the main car park
54	Re-apply for the Country Parks Accreditation scheme
55	Automated visitor counters
56	Monitor and increase plant species in the meadows
57	The Shallows clear the channel
58	Commission a signage audit
59	Cycle track resurfacing
60	Machinery access to the cycle route

61	Footpath along Lower Haysden Lane
62	Feature for the far end of Barden Lake
63	Rubbing trail
64	Trim trail
65	Footpath signage from Leigh village
66	Barden Lake water control
67	Replace the disable fishing platform
68	Fixed point and aerial photography
69	Hard surfacing of car parks
70	Review cycling provision within the park
71	Dipping platform replacement
72	Extend jetty at Barden Lake
73	Improvements to dog exercise area
74	Green Flag Award 20th year celebration
75	Consider options to maintain the meadows
76	Information hub for visitors
77	Use of green hay
78	Expansion of the park
79	Shelter and shade
80	Automatic number plate recognition
81	Developer contributions
82	Key performance indicators
83	Review of Public Space Protection Orders
84	End of year review
85	New management plan

**Table 12 : Five Year Work Programme**

**Key:**

R= Revenue, C= Capital, G= Grant, J= Joint funding opportunity, N= No cost overheads only, S= Sponsorship (income), I= Income, K= in kind donation of time

Priorities : 1 high priority, 2, 3 to 4 lowest priority

Proposed year ●

Progress colours: completed = **green**, started but incomplete = **amber**, not started = **red**.

Project No	Project	Priority	Compartment	Funding	2025	2026	2027	2028	2029
1	<b>Green Flag Award application</b> - Submit application for the award, which is judged annually against the criteria used as the objectives within this plan.	1	All	R	●	●	●	●	●
2	<b>Annual Action Plan</b> - Review the plan and prepare a new Annual Action Plan for the forthcoming year.	1	All	R	●	●	●	●	●
3	<b>Budget control</b> - Manage the site in line with the approved Revenue and Capital budgets. Prepare budget estimate projections based on estimated expenditure and income on an annual basis.	1	All	R, C	●	●	●	●	●
4	<b>Cost neutral park</b> - Explore opportunities within all new projects, and existing management of the park, to take a 'business-like approach' so that the site works towards becoming cost neutral in the future.	1	All	R, G	●	●	●	●	●
5	<b>Investigate new opportunities for partnerships and income streams</b> - Investigate	1	All	N, I, J	●	●	●	●	●

	opportunities to work with other organisations, and to generate new income to improve and develop the site and to make the site financially sustainable.								
6	<b>Facility improvements</b> - Investigate enhancements to provide better facilities for the public and increase income options include: undercover seating, catering and seating area and improved toilets.	2	1	C, J, G, I		●	●		
7	<b>Concessions</b> - Liaise and support the on-site concessions, including arranging regular meetings.	1	All	R, I	●	●	●	●	●
8	<b>Visitor survey</b> - Commission a new visitor survey and compare the results with the last survey from 2022.	1	All	R				●	
9	<b>Community involvement</b> - Continue to support the park's volunteers, User Panel and other community engagement.	1	All	R, K, G	●	●	●	●	●
10	<b>Grounds maintenance and other contracts</b> - Implement the work and monitor contracts as necessary and report progress and defects, including work in Tables 5, 6 and 7.	1	All	R	●	●	●	●	●

11	<b>Water Safety Strategy</b> - Implement the actions identified within the strategy. - Maintain a natural barrier protection along sections of the lakes and rivers - Consider signage as required	1	All	R	●	●	●	●	●
12	<b>Health and safety aspects</b> - Carry out an annual formal site inspection, and act on any findings within the report. Ensure that organisations using the site have current Public Liability insurance at an appropriate level. Carry out monthly checks.	1	All	N	●	●	●	●	●
13	<b>Site specific risk assessments</b> - Continue to review and develop site specific risk assessments.	1	All	N	●	●	●	●	●
14	<b>Basic tree inspections</b> - Carry out basic tree inspections in line with the Tree Safety Strategy and implement the findings	1	All	R	●	●		●	
15	<b>Expert tree inspections</b> - Carry out expert tree inspections in line with the Tree Safety Strategy and implement the findings.	1	All	R			●		
16	<b>Access Audit</b> - Progressively implement the actions within the Access Audit in accordance with the priorities recommended, as funding	2	All	R	●	●	●	●	●

	permits.								
17	<b>New access audit -</b> Commission a new access audit of the park, in preparation for the next management plan.	2	All	R				●	
18	<b>Bridge inspections -</b> Carry out regular formal inspections of bridges, and action the required works.	1	All	N	●	●	●	●	●
19	<b>Path resurfacing and creation -</b> Carry out regular checks on paths to assess the need for re-surfacing. Resurface compacted stone paths as they become worn.	1	All	R	●		●		●
20	<b>Play area inspections -</b> Carry out regular inspections of the children's play area, and act on the findings as necessary and store the inspections.	1	1	R	●	●	●	●	●
21	<b>Renewal of play equipment -</b> Replace play equipment and impact absorbing surfaces as required and in accordance with the Councils Capital renewals fund. <i>Note consider inclusive provision when replacing equipment and surfacing.</i>	2	1	C	●	●	●	●	●

22	<b>Improvements to the children's play area</b> - Consider improvements to the children's play area adding new features, equipment and inclusive play equipment if opportunities should arise.	4	1	C, G	●	●	●	●	●
23	<b>Land drainage</b> - Keep land drainage systems in good working order by removal of blockages. Seasonal closure of the (summer period) land drain to Barden Lake to prevent Zebra mussel entering the river.	1	All	N	●	●	●	●	●
24	<b>Carry out an environmental audit at the park</b> - Investigate climate change adaptation within the park, the types and impacts of waste generated in the park and the options to reduce, reuse, recycle and dispose of wastes and consider an energy performance audit of the building.	3	All	R	●			●	
25	<b>Collect information on wildlife species</b> - Conduct wildlife surveys in the park, recording all observed species. Analyse the data to identify connections between habitat management practices and the presence/distribution of species, especially any rare or protected wildlife in Kent and the UK. Report your	2	All	K, R	●	●	●	●	●



	findings to the Site Manager and the Kent and Medway Biological Records Centre. Maintain an ongoing monitoring program using standard survey methods. Collaborate with local conservation groups like the Kent Bat Group, Amphibian and Reptile Group, Mammal Group, Ornithological Society, and Wildlife Trust to support the monitoring efforts. Use the insights gained to inform and optimise the management of habitats within the park.								
26	<b>Collect information on plants</b> - Survey the park to gather comprehensive information on plant species. Document the distribution of any rare or scarce species found, both within the local Kent region and across the UK. Additionally, record the variety of habitats present to inform future management decisions. Submit these findings to the Site Manager and the Kent and Medway Biological Records centre.	2	All	K, R	●	●	●	●	●

27	<b>Control of pest species</b> - Monitor and consider control of invasive alien species (non-natives) those classed in law as 'pests' under control for example: Giant Hogweed, Himalayan Balsam, Japanese Knotweed, Zebra Mussel, rabbits, ragwort (Ragwort Control Plan), Canada Geese, and rats.	2	All	K, R	●	●	●	●	●
28	<b>Circular walks</b> - Provide marked walks for differing abilities in various distances (from short easy to long in distance). Utilise the existing made and unmade paths in the park, implement only if funding allows.	4	All	G		●			
29	<b>Seating provision</b> - Keep existing seating in good order and assess the need and provide additional seating as required. Continue to promote the Sponsored Seat scheme.	2	All	S	●	●	●	●	●
30	<b>Fees and charges</b> - Review fees and charges annually to maximise income and recover costs, where practical.	1	All	I	●	●	●	●	●

31	<b>Marketing and communication</b> - Ensure that the parks events and activities are well promoted through the use of press releases, social media, adverts, local posters, and the Councils publications. Review the ways in which the park is marketed and update marketing information before reprinting.	1	All	R	●	●	●	●	●
32	<b>Interpretation and Marketing Plan</b> - Continue to implement projects within the Interpretation Plan Appendix 5 where funding allows. See also projects xx	2	All	I, C	●	●	●	●	●
33	<b>Walks 4 Wellbeing</b> - Support the year-round weekly walks, utilising trained volunteer walk leaders.	1	All	R	●	●	●	●	●
34	<b>Lake marginal aquatic and emergent planting and bank protection</b> - Around Barden Lake and Haysden Water continue the project of planting to protect the banks from erosion and to diversify the habitat. Follow best practice to create a healthier lake eco system; for aesthetic reasons and; to attract a wider variety of animal species, and to creating fish refuge areas	2	2, 9	K, G, R	●	●			

	from predators.							
35	<b>Replacement of the Shallows Bridge</b> – Put forward a capital plan evaluation for the replacement of the bridge if required. Consider options like a wider bridge to enable machinery, disabled and double buggy access across this bridge.	2	10	C	●			
36	<b>Tile Barn Field use</b> - Consider the opportunities for use of this land, to generate additional income.	3	10	I, J	●	●	●	●
37	<b>Mink control</b> - Monitor the number of mink at the site and consider taking action in liaison with adjacent landowners, with outside bodies including Natural England and Kent Wildlife Trust. <i>(Mink is an introduced pest species plus an aggressive species and a predator of fish.)</i> Apply for the consents as required.	2	AI	R	●	●	●	●
38	<b>Signage and wayfinding</b> - Consider placing new signs only where necessary, avoid excessive signage that would detract from the park's rural character, by providing short-term information on posters rather than permanent signs.		AI	R	●	●	●	●

39	<b>Park furniture</b> - Carry out regular inspections of all park furniture: gates, signs, seats, bins etc. Repaint, remove and replace items as required.	2	AI	R, K	●	●	●	●	●
40	<b>Creation of suitable habitats</b> – Volunteers to construct bird boxes and clear stream bank to provide nesting opportunities. Consider other nature-based solutions and habitat creation work to give overwintering and feeding opportunities for wildlife. Gives the public an opportunity to have more contact with nature and study it more closely.	3	AI	K, R	●	●	●	●	●
41	<b>Stone Lock improvements</b> – Investigate options to make enhancements around the Lock, including new interpretation signage. Subject to grant aid funding or volunteer assistance. The public showed support for this in the last market survey.	4	5	G, K, C					●
42	<b>Pond/ water course management and pond creation</b> –Manage existing ponds and water courses to keep some areas of open water where opportunities exist to encourage animals like	2	2, 6, 7	R, K	●		●		●

	amphibians and insects. Work with the volunteers and other agencies.							
43	<b>Water Meadow management</b> – Continue the management of this part of the site as a series of ‘ponds’ at various stages of succession, with areas of bare mud scrapes (shallow seasonal ponds). Dig more ponds but retain some areas of open grassland. Adopt a maintenance regime that creates an open attractive meadow, but that restricts the growth of coarse grasses and herbs and removes woody scrub. This will encourage increases in numbers of the nationally scarce water meadow plants, including the Narrow Leaved Water Dropwort and the associated wildlife. (The area is already subject to periodic flooding and is within the ‘reservoir’ flood retention area for the Leigh Barrier).	3	3	K, G, R	●	●	●	●
44	<b>Raise the path level of The Shallows</b> – Raise a small section path using decking above flood level in a low spot by the railway drainage pipe towards the Stone Lock. This would allow pedestrian access along The Shallows path	3	7	C, G			●	

	during flooding.								
45	<b>Learning opportunities in the park</b> – Consider options for the development and delivery of learning opportunities for young people and adults in the park. See project 71 Dipping Platform replacement and other events and information provided about the park.	2	All	R	●	●	●	●	●
46	<b>Cut back path vegetation</b> - Overhanging/encroaching vegetation to be cut back from paths.	1	All	R	●	●	●	●	●
47	<b>Scrub clearance</b> – Remove scrub from selective grassland areas of the park in rotation to keep a balance of grassland, scrub, woodland, open woodland rides and glades.	2	2, 3, 6 7	K	●	●	●	●	●
48	<b>Hedgerow restoration</b> - Restore declining hedgerows by laying these hedges or adding dead hedging and replanting to increase their density and suitability for wildlife, utilising the volunteers.	2	All	K, R	●	●	●	●	●

49	<b>Plant more hedgerows</b> – Take opportunities to replace existing fences and other boundaries with new hedges: marking boundaries; to divide the site up and; create new habitats.	2	All	R, K	●	●	●	●	●
50	<b>Plant trees</b> – Take opportunities to increase the tree cover in the park whilst still aiming to retain a diverse mosaic of different habitats (grassland, woodland and scrub) within the park.	4	All	K, G	●	●	●	●	●
51	<b>Coppice rotations</b> – Continue cutting designated areas in rotational cycles to create a habitat suitable for nesting birds. Prevent the full enclosure of the canopy. Ensure that advice on bats is sought prior to any felling. Leave standard trees where they are in good condition, and away from paths, and large dead wood logs to add to the diversity of the habitat. Coppice the area in the Nature Reserve for wildlife and to allow sailing.	2, 9	1, 5, 9	K, R	●	●	●	●	●
52	<b>The Shallows coppicing</b> - Coppice the willow trees within the fenced area along The Shallows. Treat this area as a wildlife refuge and keep dogs and the public out by retaining	3	7	K, R		●			



	boundary hedge/fencing around the area.								
53	<b>CCTV for the main car park</b> - Consider the feasibility of installing CCTV in the main car park.	4	10	C				●	
54	<b>Re-apply Country Parks Accreditation Scheme</b> - Natural England run this scheme. The park is currently accredited until 10/1/2026.	2	All	R	●				
55	<b>Automated visitor counters</b> - Investigate the feasibility of installing and rotating around the park, so that more accurate visitor numbers can be established.	3	All	R		●			
56	<b>Monitor and increase plant species in the meadows</b> – Carry out plant surveys to record existing vegetation and to monitor the effectiveness of this project. If there is a benefit, use established recognised methods to increase species numbers of wildflowers in the meadows. (Note only carry out in the part of Compartment 8 Medway Meadow nearest Stone Lock). Develop and write a methodology for recording.	2	3, 5, 8	K, G	●	●	●	●	●

57	<b>The Shallows clear the channel</b> – Investigate with key stakeholders the feasibility of clearing more of The Shallows the narrow channel from the dipping platform to the railway.	1	7	G, K	●			●	
58	<b>Commission a signage audit</b> – Conduct a site audit, determine the project scope, survey the site, consider signage types and styles, and establish phasing. For accessibility and to improve uniformity.	3		C	●				
59	<b>Cycle track resurfacing</b> - resurface the off-road sections of the track in phases where it goes round the park. Make access improvements to allow mechanised access for grounds maintenance, where necessary.	2	1, 9	C, G			●		
60	<b>Machinery access to the cycle route</b> - Provide maintenance access for machinery access to the Haysden Water section of the route. This would allow mechanical hedge cutting along this section of path (reducing long term maintenance costs). Improved access would also make volunteer tasks easier by allowing access to move materials and tools closer to tasks.	3	1	C, G					

61	<b>Footpath along Lower Haysden Lane</b> - to provide a public footpath along the lane possibly with shared use with cyclists.	3		C, J	●				
62	<b>Feature for the far end of Barden Lake</b> - Consider options for a landmark feature at the lake head (Audley Rise end). Ideas include a feature seat or a sculpture.	3		G		●			
63	<b>Rubbing trail</b> - Investigate the feasibility of providing a rubbing trail of nature related plaques on posts around the park as something for children to do.	3	All	G					●
64	<b>Trim Trail</b> - Investigate the feasibility of providing a free to use trim exercise equipment for people to use. Implement subject to funding.	4	9	G, C		●			
65	<b>Footpath signage from Leigh village</b> - Install a fingerpost sign to the park on the public right of way MU24 footpath entrance from Hunter Seal in Leigh, to encourage visitors from the north to visit the park.	4	9	R	●				
66	<b>Barden Lake water control</b> - The existing sluice is now unable to cope with discharging flood water from the lake leading	1	9	C		●			

	to long periods of flooded of paths impeding public access and causing damage to paths. Investigate and apply for consent to install a larger outlet and sluices to control peaks in water flow. Subject to funding.							
67	<b>Replace the disable fishing platforms -</b> Investigate options to replace the aging disabled fishing platforms. Implement subject to funding.	2		C, G		●		
68	<b>Fixed point and aerial photography -</b> Establish and record the fixed locations and take annual photographs at these fixed-point showing vegetation cover over the years. Also utilise aerial photography available on Geographical Information Systems to compare the same areas. This will enable areas to be prioritised and selected for habitat management and scrub removal.	2	All	N	●	●	●	●
69	<b>Hard surfacing car parks -</b> Investigate hard surfacing the two car parks at Haysden Water to enable year round access.	3	1	C, K	●	●	●	●
70	<b>Review cycling provision within the park</b> consider the options and cycling	4	All	C, G		●		

	restrictions though the park but ensure that any changes do not impact on the park or other users. This is also being considered in the wider KCC Kent Cycling Strategy and Active travel.							
71	<b>Dipping platform replacement</b> – Provide a new dipping platform at the park for use during educational activities subject to funding.	3	7	R, G	●			
72	<b>Extend jetty at Barden Lake</b> - Extend the length of the jetty to allow greater access to the view. A low priority project implement subjected to funding.	4	9	G				●
73	<b>Improvements to the dog exercise area</b> - Consider making improvements to the dog exercise area including the addition of adding a fixed dog agility course.	3	10	C, G		●		●
74	<b>Green Flag Award 20th year celebration</b> - if we achieve the award in 20th year consider ways to celebration this occasion.	1	N/A	R	●			
75	<b>Consider the options to manage the meadows</b> - investigate options to enhance our management of meadows to increase biodiversity.	2	3, 5, 8	R		●		

76	<b>Information hub for visitors</b> - consider suitable locations to display more information about the park.	3	10	G			●		
77	<b>Use of green hay</b> – Use some of the cut green hay from the meadows on site on suitable receptor sites to increase the floral diversity of other meadows on this site and on other sites to improve diversity.	2	-	R	●	●	●	●	●
78	<b>Expansion of the park</b> - If opportunities arise, consider expanding the parks' land area to increase visitor capacity, enhance connectivity for biodiversity, and accommodate more activities.	3	All	C	●	●	●	●	●
79	<b>Shelter and shade</b> - consider options for the catering picnic area.	3	10	C, G			●		
80	<b>Automated number plate recognition</b> – Consider this site as one of sites for car park charging.	1	10	C	●				
81	<b>Developer contributions</b> - Investigate and pursue opportunities for investment in the site from developer contributions.	1	All	N	●	●	●	●	●
82	<b>Key Performance indicators</b> - Consider the developing of a set of Key Performance Indicators – to measure the performance of the park, monitor	2	All	N	●				

	progress and inform decision making.								
83	<b>Review of Public Space Protection Orders –</b> Review of the Orders applicable to all parks and open spaces.	1	All	R		●			
84	<b>End of year review -</b> At the end of each year review the plan and update it to ensure that the plan is still relevant.	1	All	N	●	●	●	●	●
85	<b>New management plan -</b> Carry out an end of plan review and produce the next park management plan for the period 2030 - 2034.	2	All	N				●	●

Summary notes

*Annual updates*

## Examples - illustrations for projects



Way marking



Rubbing trail



An example of the fencing style suggested for the Stone Lock

## Trim trail equipment for adults



Parallel bars



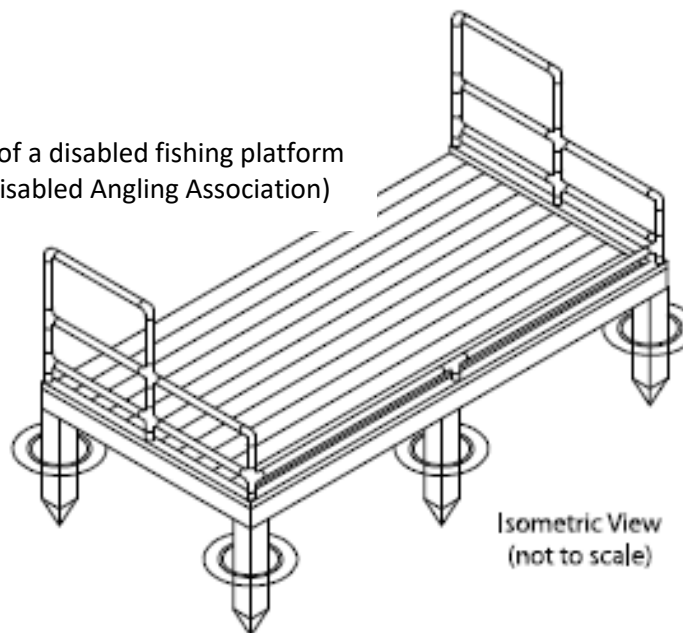
Overhead ladder



Two examples of dog agility equipment



Example of a disabled fishing platform (British Disabled Angling Association)



Isometric View  
(not to scale)



Some examples of accessible play equipment suitable for unsupervised children's play areas



Giant spider



Babel drum



Dragonfly bells



Samba drums



Spinning disc



Mushroom bells



Distorted mirrors



Hedgehog carving



Low level access spinner



Giant story telling chair



Tactile tree

## Part 4 – How will we know when we have arrived?

This final section looks at how we will track progress and how the Plan is updated.

It is important to realise that a Management Plan is only a snapshot in time and may need periodic updating to keep it relevant. This may include alterations to reflect policy changes, innovation, changes in resources, or feedback from users and others.

### 14.0 Monitoring progress

Progress will be monitored against the Five-Year Work Programme and the Annual Action Plan, at contractor meetings and by the Parks Officers. To help keep track, the progress for both the Five-Year Work Programme and the Annual Action Plans will be marked using the traffic light background colours, green for completed tasks/ projects, amber started but incomplete, and red not started.

### Accreditation

This Plan has been written to meet the criteria for the Green Flag Award. Its appropriateness can be assessed against the outcome of any future applications for this and other awards.

### Annual management plan review

To keep the plan relevant, prior to the start of each year, an annual review will take place. Much of the site description, policy and aims are unlikely to change from year to year, but the final sections of the plan are more dynamic, and the whole plan will need reviewing and updating where necessary. The most important part of the review will be to look at the Five-Year Work Programme and from this draw up the one-year Annual Action Plan for the coming year.

### End of plan review

Prior to the expiry of this Plan on 31 December 2029, a full review will be undertaken to develop a further Five-year Management Plan.

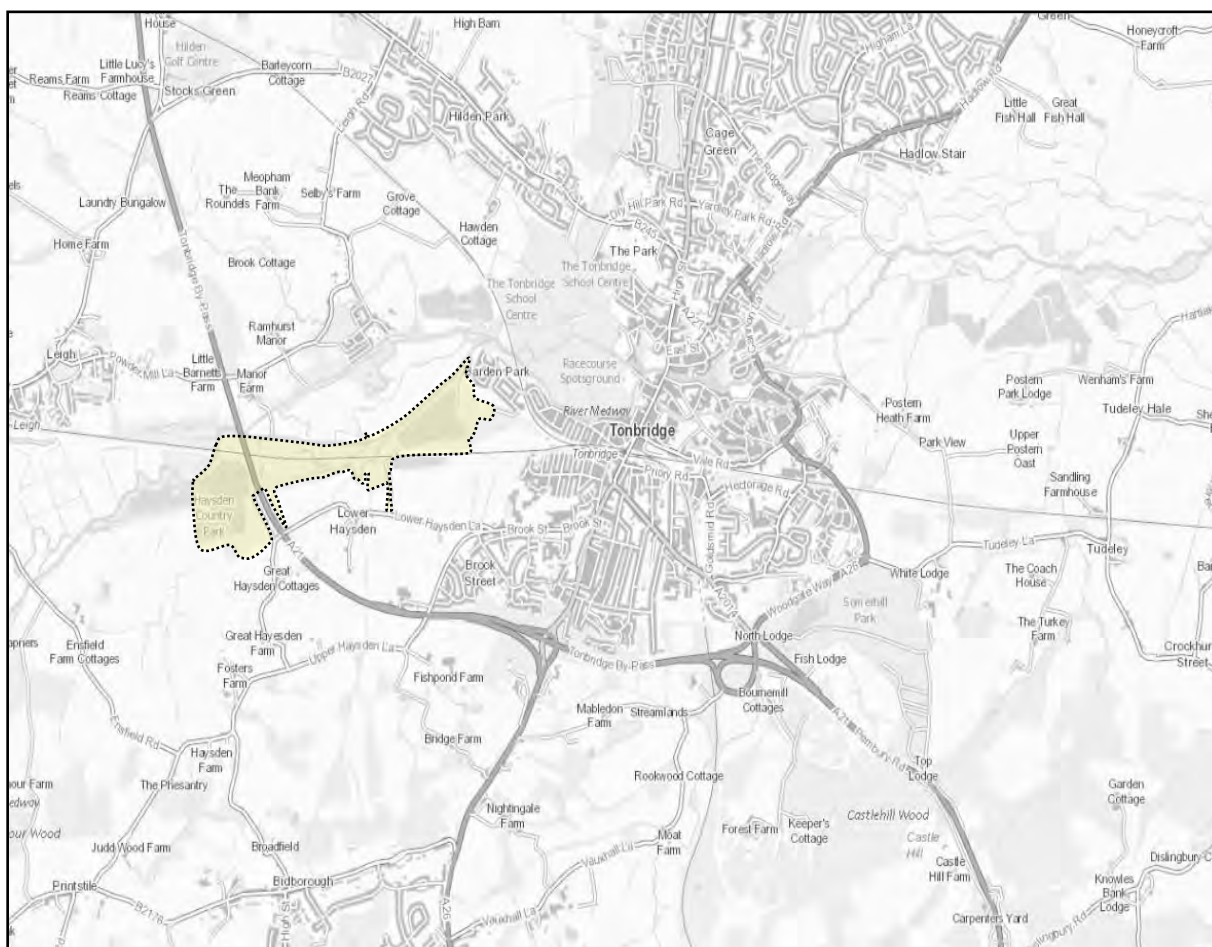
## APPENDICES

- Appendix 1 - Location plan
- Appendix 2 - Master plan
- Appendix 3 - Entrance accessibility
- Appendix 4 - Access Audit
- Appendix 5 - Legal aspects map and statutory legal acts
- Appendix 6 - Example risk assessment
- Appendix 7 - Asset list
- Appendix 8 - Chemicals used at the park
- Appendix 9 - Habitat characteristics and species composition with Phase 1  
habitat survey
- Appendix 10 - Land tenure map
- Appendix 11 - Country Park budget and past projects and  
investments
- Appendix 12 - Annual Action Plan (not present in this copy)
- Appendix 13 - Interpretation and marketing plan



## Appendix 1

## Location map

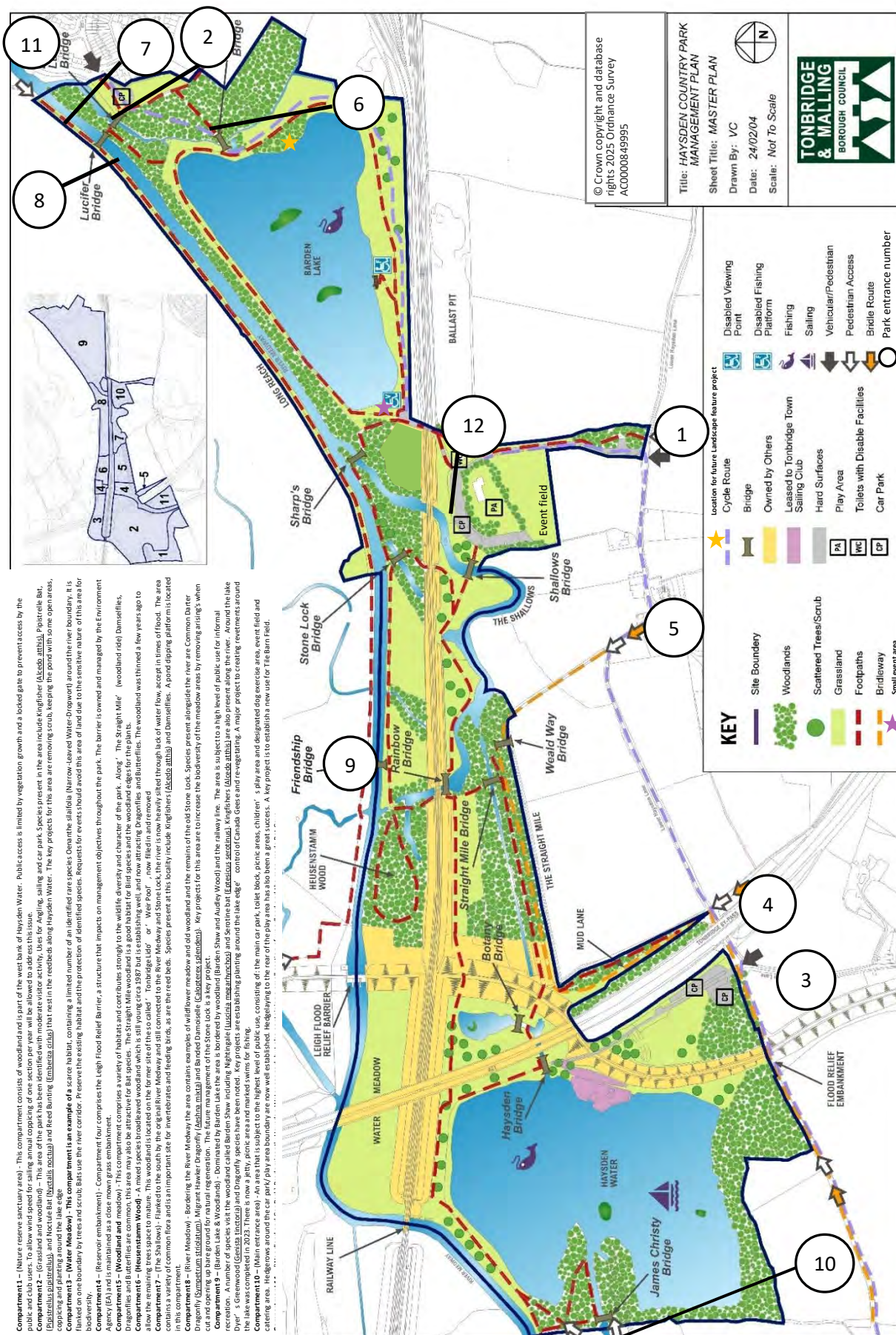


Location Map: Haysden Country Park,  
Tonbridge, Kent

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Ordnance Survey AC0000849995

# Master plan

## Appendix 2



## Appendix 3

### Entrance accessibility

Entrance number	Description	Pedestrians	Cyclists	Horse	Wheelchair access	Public access disabled	Public vehicles	Restricted access	Contractor vehicles	Anglers on foot
1a	Main road entrance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1b	Main entrance footpath	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Audley Rise car park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3a	Haysden Water access barrier	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3b	Haysden water gates	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Mud Lane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Lower Haysden Lane	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6	Barden allotments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Chestnut Walk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Tow path	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Friendship bridge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	James Christie bridge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	Footpath from Leigh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	Barrier by toilets	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The numbers above, refer to the locations shown in the Master Plan



## Appendix 4

### Access Audit Executive Summary

An inclusive access audit was carried out by an experienced consultant to support the revised Haysden Country Park Management Plan (2025) and in response to the 2023 market survey, in which improvements for people with disabilities were a priority for visitors.

Haysden Country Park is a natural setting. As such, it is not possible to make all areas completely accessible to everyone, but the aspiration is for as many people as possible to enjoy the park. The recommendations are ambitious, and many cannot be implemented without significant investment, and certainly not within the timeframe of the five-year management plan. They set out a long-term aim for the future, whilst also including improvements which can be made in the short to medium term.

Overall, Haysden Country Park has the potential to support a good level of inclusive access. The site is mainly level and there are good facilities with car parking, toilets, a catering kiosk and play area. Provision of benches around Barden Lake is excellent, with good provision in most other places, with most seats (70%) having backs and arms. Signage is clear, well-placed and where it is needed. The low-level wooden signs with high contrast lettering are particularly easy to read and the naming of bridges helps with wayfinding. Path vegetation maintenance is excellent, and the site is clean and well-maintained.

#### Main Hub Area

This includes the main car park, catering kiosk, play area, the southwestern corner of Barden Lake and the inclusive fishing swims. This should be the priority area for inclusive access. Many of the improvements are small, although some require investment and are more long-term.

Additional disabled spaces are needed in the car park to meet Department of Transport recommendations. The bays are not long enough to accommodate the loading length of wheelchair accessible vehicles. The narrow car park, with two-way traffic and pedestrians, creates a busy shared space with no demarking lines. The width limits options for improvement. Traffic calming and signing to slow cars when passing the disabled bays would improve safety in the short term. In the longer-term options to reconfigure the car park and vehicle access could create space for larger bays. This may require a new entrance, one-way system and pedestrian route. There are land constraints, and the cost would be significant.

Access to the disabled toilet could also be improved. The toilet is locked, but many visitors would benefit from access, e.g. elderly visitors. This is also the only location of baby changing facilities. Asking for the key at the café will deter some people, especially those with hidden disabilities. Consideration should be made to unlocking the toilet when staff are present. Signing should be improved. The toilet facilities themselves should be updated to current accessibility standards. In the longer term a Changing Places toilet would be the most inclusive option but would require a new toilet block as the cubicle is too small.

There is some inclusive play equipment. A formalised path to the sensory equipment would enable disabled children to access this more easily. Some equipment is old and the designs

at the time of installing them were less inclusive. When introducing new equipment, inclusive play equipment should be considered. More seating and disabled picnic benches are needed in the play area, which could be achieved through Tonbridge & Malling Borough Council's sponsored seat scheme.

The gates into the catering kiosk could be removed and the small step rectified. The café counter is high - out of reach for wheelchair users. A lower section could be provided. In the short-term information and training for café staff would help to accommodate wheelchair users.

The path to the inclusive fishing area from the Barden Lake parking bay needs to be resurfaced, the inclusive fishing swims replaced, and the seating improved. Signing to demark the pedestrian route and the cycling route needs to be improved in this area.

### Other Improvements

- Least restrictive access should be adopted throughout the park. In some areas restrictions are needed for security, but this should be justified and balanced with the need for access.
- The bridge naming text could be improved through greater colour contrast of the lettering.
- Consider disabled bays in Audley Rise Car Park to prevent blocking in by cars.
- Signing to demark the cycle and pedestrian routes is needed on the east side of Barden Lake.
- When replacing picnic benches, continue to install disabled picnic benches, with good access to them.
- Continue the policy of installing benches with arms and backs, ensuring that any concrete plinths are level to the ground and there is space alongside where possible.
- When the information boards are replaced improve the design to increase the font size, install at a lower level and improve colour contrast.
- Install more benches in the western part of the park and, if routes are upgraded, ensure there are benches within 100m of each other.
- Some improvements to the website's pages and downloadable materials.

### Barriers

Several barriers limit access: some which it is not possible to resolve and others which would be extremely costly. The Leigh Barrier, an Environment Agency structure, is a major barrier as it has a very steep gradient. This in effect cuts off the east and the west of the park. Engagement with the Environment Agency needs to continue to improve and maintain access.

The underpass under the railway to the north of Rainbow Bridge forms another barrier.



Improving this would require significant work to widen the path across part of the water channel. The structure is owned by Network Rail and would need their consent to change. However, the route to the car park would still be severely restricted by Rainbow Bridge and resolving both issues would be a very large project with significant financial investment.

There are 14 bridges. Many are on public rights of way and are Kent County Council (KCC) structures. Most bridges are of an inclusive standard; those which are not form barriers. Those which do not meet inclusive standards, and the reasons, are:

- Rainbow Bridge (KCC) – gradients and access. This bridge forms a significant barrier.
- Shallows Bridge – width and decking running parallel to the span and not across the span.
- Straight Mile Bridge (KCC) – gradient in approach to the bridge.
- Weald Way Bridge (KCC) – width and steps onto bridge.
- James Christy Bridge (KCC) – access onto bridge.

### **Longer-term Improvements**

In the longer-term, it may be possible to improve other areas. However, this would need considerable investment in path surfacing and, in some cases, bridge replacement (several not within the control of TMBC). It may not be possible to reach this level of inclusive access, but the suggestions are included as an ambition.

Barden Lake Circuit: The Barden Lake path is poor for wheelchair access. The surface is bumpy with loose stones and pronounced hollows. There is a severe camber on the northern side. Although visitors with wheelchairs do use this route, the path condition means it is not suitable to be promoted for wheelchair use. Partial improvement would create 'there and back' routes. In the southeastern corner a dip with a steep gradient may require that the path is relocated to achieve inclusive standards.

Sharp's Bridge, Shallows Bridge, Stone Lock Circuit: Sharp's Bridge and Stone Lock Bridge are accessible and the path along the River Medway is unsurfaced but level. There is a path with old surfacing leading to Shallows Bridge which would require widening or passing places. Additional benches would be beneficial. Shallows Bridge is narrow, but has passing places, but the decking runs parallel to the bridge (there may be solutions to address this).

Sailing Club Car Park to Haysden Water: This route cannot be fully accessible due to the gradient of the Leigh Barrier. The area is also a flood storage reservoir with limitations on surfacing and infrastructure. However, this is the most accessible route across the barrier, it is wide and surfaced and improvements would be low-cost. It would improve access for more ambulant visitors to the quieter side of the park. Any improvements need to be in partnership and with the agreement of the Environment Agency. All of the following need to be implemented together: level bunding on northern edge of Sailing Club car park, additional seating on route alongside sloped sections and surfacing around the pedestrian gate to make it more level (gate needs to remain to prevent ingress of motorbikes and cycles, which would damage the flood bank).

Shallows Bridge to Café via Dog Exercise Area: This could provide a safer pedestrian route from the car park but would impinge on the dog exercise area. A new gate is needed, and the path surfaced.

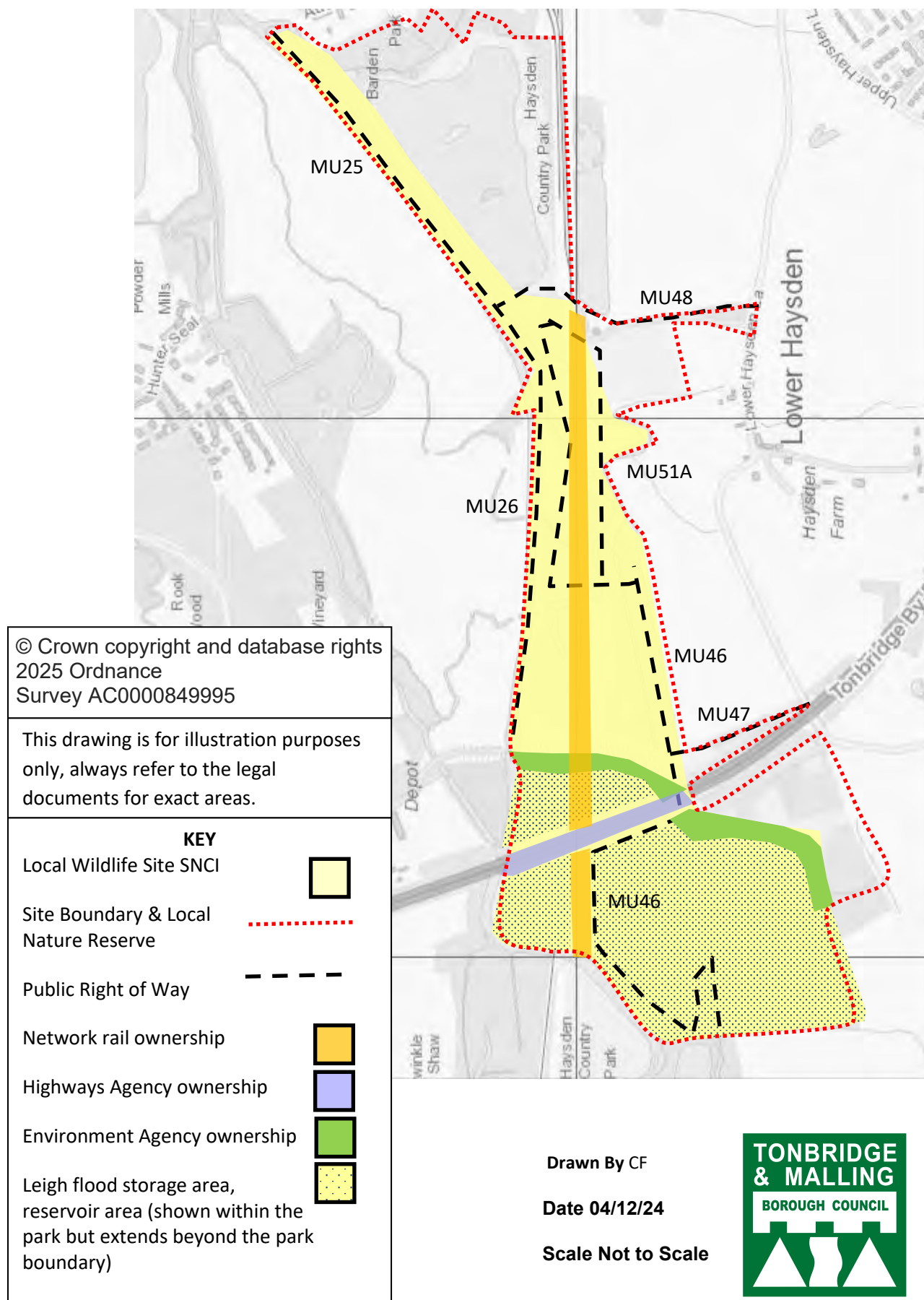
Stone Lock to Shallows Bridge Circuit: This circuit is the most aspirational as it is blocked by the railway underpass and Rainbow Bridge - the responsibility of Network Rail and KCC. However, the northern section to Heusenstamm Wood, parallel to the river, is already fairly accessible with many benches. Improved surfacing would create a 'there and back' route.


Audley Rise car park to Barden Lake: Improving this route would enable visitors to access Barden Lake but unless the Barden Lake circuit is improved this does not provide much benefit at the present time.

This is only a summary with much more detail provided within the main document.

## Legal aspects map

## Appendix 5



					RISK ASSESSMENT: Footpaths in the Park		RISK ASSESSOR/S:	
					RISK REF:	SEVERITY (S) X (L) LIKELIHOOD = (RR) RISK RATING	RISK ASSESSMENT DATE: RISK REVIEW DATE:	25/11/22 Jan 2024
<b>Description of Area/Activity/Process:</b> Hayden Country Park has many footpaths within it boundary some these are designated public rights of ways								
Hazard / Activity / Risk	Per- son(s) at Risk	Severity	Likelihood	Risk Grading	Existing Control Measures in place	Additional Control Measures / Action Required	Risk Grading After Actions Completed	
<b>Slippery Surfaces</b> due to adverse weather wet and / or icy conditions	Public and staff	2	3	6	The Shallows Bridge, Rainbow Bridge, and Sharps bridge now all have anti slip surface. Use temporary signage 'warning ice' to be installed in extreme weather conditions	Use temporary signage 'warning ice' to be installed in extreme weather conditions.	2	
<b>Slip trip or fall</b> on uneven ground	Public and staff	2	3	6	<b>Footpaths monitored</b> regularly by the Leisure Services Officer and any areas which are consid- ered to be unsafer are reported. <b>Restricted access by vehicles</b> this will decrease the wear on the footpaths. Service and staff vehicles using the footpaths is to be kept to a minimum. <b>Any uneven areas of footpath</b> are to be signed as 'Uneven Ground' or to be fenced off until repairs can be carried out. <b>Signs</b> at hazards are on each entrance warning of possible hazards on the site e.g. on bridges <b>Repairs</b> carry out regular repairs	Regular monitoring	4	

## Example risk assessment

## Appendix 6

## Appendix 7

### Asset list

Asset	Supplier	Quantity
AED and cabinet	Wel Medical	1
Bat cave	Kent Bat Group	1
Baby changing unit wall mounted KB	Koala Kare	1
Boot wipers	Barricade fabrications and another	3
Bollards	Various manufacturers	17
Bollards' drop type	Rhino and others	5
Bridges owned by TMBC	Sarum and others	3
Bridges owned by KCC		8
Bridge owned by EA (Friendship bridge)		1
Brindle route permissive (excludes the Public Right of Way brindle route)		637 LM
Catering unit		1
Car parks		4
Car park meters	Cala bripac	3
Car parking backboard signs	Royal British Legion Industries	9
Car parking spaces		100
Cycle stands - Sheffield type	Broxap	2
Disabled car parking spaces		5
Disabled fishing platforms		2
Disabled lakeside parking		4 spaces
Dipping platform	MVCP	1
Disabled view point parking area		1
Dog waste bins	Glasdon UK	21
Educational area seating and tables	Steve Pouchmouth	5 Units
Fences (does not included disused fences)		1300 LM
Flagpole folding type	Harrison External Display Systems	1
Fishing swims		22
Gates - barriers	Various manufacturers	5
Gates field 5 bar type	Various makes	10
Gates pedestrian	Various makes	9
Gates self closing (play area) - Mono hinge	Joseph Ash Company	2
Height barriers		3
High vehicle parking spaces		3
3 counties 'A' barrier	Fearn truck bodies	4
Jetty	Designed and built by Valley Landscape	1
Landing stage for boat		1
Litter bins - Rustic 120 litre	Earth Anchors	6
Litter bins - frog shaped 140 litre	David Ogilvie	3

Litter bins lidded - 105 litre Textured Glass Fibre with wooden front and lid	Wybone Ltd	19
Litter bins - Cardiff all metal	Streetmaster	3
Life buoy stations	Glasdon	4
Multi use goal mouth	Wicksteed	1
Mess room - sinks		2
Multi use goal mouth	Wicksteed	1
Notice boards		4
Paths unmade no surfacing (all)		3142 LM
Paths surfaced (all)		3600 LM
Paths surfaced National Cycle Route 12 within boundary of the park		2366 LM
Picnic tables all metal	Wybone, and Streetmaster	16
Picnic tables all metal with extension for disable access	Wybone,	6
Play areas		1
Play equipment items	SMP, Wicksteed, Inclusive play, Kompan, Percussion play	25
Play area Impact Absorbing Surfacing	PHS Group Ltd, Wicksteed Leisure and Hags SMP, Kompan	
Play sculptures	Broxap/ Hand made places	16
Public Right of Way designated as 'brindle route' (excludes the permissive path)		443 LM
Public rights of way designated as 'paths' (also included in paths surfaced and unsurfaced figure)		4161 LM
Roads		600 LM
Salt bin	Glasdon	1
Sailing club building and boat store		1
Sanitary bins	Initial washroom	3
Seats with backs	Tilford - Norbury Park	6
Seats with backs	Kensington - Streetmaster	49
Seats benches (no backs)		17
Stiles owned by others	N/A	2
Sewage plant	Lemon Drainage	1
Signs metal owned by TMBC	Weddle and Co and RBLI	45
Signs - owned by others e.g. Environment Agency	N/A	4
Signs - interpretation	Weddle and Co	2
Signs directional	Signs Workshop	13
Signs - entrance	Elements made by Metro signs and Popi designs	7
Signs - cycle route finger signs	Sustrains and others	6
Signs - cycle route directional	Sustrains and others	7
Signs - play area	Weddle and Co	2
Trade waste bins (Council use only)	Veiolia	2
Steps		3

Toilets and office building and compound		1
Toilets male cubical		1
Toilets female cubicles		2
Toilets urinals		2
Toilets sinks		2
Toilets disabled toilets		1

## Appendix 8

### Chemicals used in the park

Chemical Group	Examples	Reason for use
Dusts	Postcrete, cement	Repairs and maintenance installing new signs and posts
Glues and solvents	Glue	Repairs and maintenance
Oils and petrol	White spirit, petrol, oils and lubricants	Cleaning paint brushes. Lubrication for power tools truck and play equipment
Paints	Gloss and emulsion paints, stains, hummerite types, spray paint	Repairs and maintenance, to street furniture, and building maintenance, marking work areas and trees for work
Pesticide	Deadline, Phostoxin, Round-up Pro Active	Rodent control around litter bins and catering. Rabbit control around Leigh barrier, weedkiller in car park areas all as when required
Others	Non-Porous Surface Graffiti remover Wipes (red top) Graf-Off wipes (blue top) and other chemicals	Removing graffiti.



## Appendix 9

### Habitat characteristics and species composition

#### Habitat survey notes

##### A) Barden Lake

This is the deepest lake in the park estimated to be over 5 metres in depth on average. It contains some emergent plants and submerged plants like Canadian pondweed (*Elodea canadensis*). The lake regularly attracts waterfowl such as ducks, gulls, Coot, (*Fulica atra*) and Mute Swan (*Cygnus olor*), Greylag, (*Anser anser*) and Canada Geese, (*Branta Canadensis*). The marginal planting and bank reinstatement has increased the plant diversity around the lake edge. The two wooded islands are roosts and nesting sites for birds.

##### B) Barden Lake surrounds

This is grassland with occasional scrub thickets, with rushes growing on wet flush areas. The grass around most of the lake is left to grow long all summer. We have some shelter belts of scrub, and one area of grassland is managed by the volunteers as a wildflower meadow.

##### C) Barden Shaw

This is a mixed broad-leaved woodland managed as a coppice woodland. Several species visit this woodland including Nightingale (*Luscinia megarhynchos*), Serotine Bat (*Eptesicus serotinus*), and Soprano Pipistrelle Bats (*Pipistrellus pygmaeus*). Kingfishers (*Alcedo atthis*) are also present along the river. The area does contain Ash trees (*Fraxinus excelsior*) but these are dying as they have become infected with Ash dieback fungi and are gradually being removed for public safety. Some deadwood has been left on the ground, especially as habitat for small fungi.

Dragonfly species have also been noted. Historical records show that Dyer's Greenwood (*Genista tinctoria*) was once present near this location.

##### D) Audley Wood

This is a mixed broadleaved woodland which contains Hornbeam, (*Carpinus betulus*), Ash (*Fraxinus excelsior*) and small amounts of Bluebell (*Hyacinthoides non-scripta*). The Ash trees are dying of Ash dieback and are being removed. We are trying to control Himalayan balsam and Giant hogweed (occasional plants) in this area. Kingfishers (*Alcedo atthis*) are frequently seen in this area along with damsel and dragonflies.

##### E) Stone Lock

The Stone Lock remains date from 1830, consists of walls of stone blocks which occasionally in flood conditions hold water. A survey was undertaken in 2008, and four species of bat were recorded within proximity of the Stone Lock. The bats were: Pipistrelle 55 (*Pipistrellus pygmaeus*), Pipistrelle 45 (*Pipistrellus pipistrellus*), Daubenton's Bat (*Myotis daubentonii*) and another *Myotis* species (considered to be a whiskered or a Brant's Bat).

The vegetation recorded in association with the Stone Lock (surveyed in 2008) strongly reflects the habitat and environmental conditions. Many of the plants and all of the bryophytes and ferns are characteristic of wet damp and humid conditions, mainly of wet woodlands and streams. These species include: Marsh Willowherb (*Epilobium palustre*), water forget-me-not (*Myosotis scorpioides*), Water Chickweed (*Myosoton aquaticum*), Wavey Bittercress (*Cardamine flexuosa*) and Water Mint (*Mentha aquatica*). The moss (*Rhyzomnium punctatum*) and the liverwort (*Conocephalum conicum*) especially, demand much moisture and shade. These two bryophytes were found in abundance on the vertical stone sides of the Lock (Lloyd Bore 2008). Numerous other Bryophyte species have also been found in recent surveys.

#### F) River Medway Meadow

Species present alongside the river were Common Darter Dragonfly (*Sympetrum striolatum*), Migrant Hawker Dragonfly (*Aeshna mixta*) and Banded Damoiselle (*Calopteryx splendens*). Some typical meadow plants are present including Meadow Vetchling (*Lathyrus pratensis*), Grass Vetchling (*Lathyrus nissolia*), Yellow Rattle, (*Rhinanthus minor*), Goats Beard (*Tragopogon pratensis* Ssp minor), and Burnet-saxifrage (*Pimpinella saxifrage*). Our latest plant surveys indicate that the closest match for this area to the National Vegetation Classification is MG1/ MG1d, False Oat-grass grassland (*Arrhenatherum elatius*), but this is not a typical classification for a 'meadow'.

#### G) Friendship Meadow

This uncut meadow remains as grassland only by periodic intervention, the removal of young scrub mainly Hawthorn (*Crataegus monogyna*) and Blackthorn (*Prunus spinosa*) before they become established as trees. It is the only area of the park managed at this stage of succession, so important for the mosaic of habitats in the park. The large ant hills present indicate that this has remain as open grassland for a number of years, there are also Slow Worms (*Anguis fragilis*) present, that prey on Ants. This is typical rough grassland with Cat's-ears (*Hypochaeris radicata*), and Yarrow, (*Achillea millefolium*).

#### H) Heusenstamm Wood

This woodland was planted after the Great Storm of 1987 with the following species: Small-leaved Lime, (*Tilia cordata*), Wild Cherry, (*Prunus avium*), Hornbeam, (*Carpinus betulus*), Ash (*Fraxinus excelsior*) and English Oak (*Quercus rubur*). Only a few species of common wildlife are attracted to this woodland as it has at present little understory growth. The woodland was thinned a few years ago and some planting of bluebells and snowdrops has taken place.

The pond on the railway side is a remnant of the old Shallows River. This contains: Common Reed, (*Phragmites australis*) and Wood Club-rush (*Scirpus sylvaticus*).

#### I) The Shallows

Thickets of scrub are present along the paths typically Blackthorn, *Prunus spinose*) and this typifies this area of the park. Species present at this locality also include Kingfishers, (*Alcedo atthis*) and damselflies. Marginal aquatic plants that are common include: Gypsywort, (*Lycopus europeaus*), Marsh Woundwort, (*Stachys palustris*), and Purple Loosestrife

(*Lythrum salicaria*) and Himalayan Balsam, (*Impatiens glandulifera*), Common Hogweed, (*Heracleum sphondylium*), Bramble, (*Rubus agg.*), Stinging Nettle, (*Urtica dioica*) and Hop, (*Humulus Lupulus*). Less desirable plants are Himalayan Balsam which we are trying to control.

#### J) Straight Mile Wood

A former coppice woodland, consisting of Ash (*Fraxinus excelsior*) with Oak (*Quercus rubur*) as standards. There is a wet wood at the Leigh Barrier end, this is exclusively Sallow, (*Salix Caprea*). The woodland footpath along the bank of the Straight Mile is a good habitat for bird species; woodland butterflies Speckled Wood, (*Pararge aegeria*) and Banded Damoiselle, (*Calopterex splendens*).

#### K) Kissing Gate Meadow

Typical plant species of this grassland are: the yellow flowered Crosswort, (*Cruciata laevipes*), and fine leaved bent grasses (*Agrostis* spp.). Other plants include: Lesser Stitchwort, (*Stellaria graminea*), Goats Beard, (*Tragopogon pratensis* Ssp minor ), Meadow Vetchling, (*Lathyrus pratensis*), and many others. Our latest plant surveys of the grassland, indicate that the closest match for this area to the National Vegetation Classification is MG1, *Arrhenenatherum elatius* grassland which is not a typical meadow grassland. The railway boundary is now an established planting with a wide variety of native dense scrub.

#### L) Haysden Water Lake

The lake has varying depths and is used for watersports, it has some emergent and submerged plants such as Nuttall's Waterweed, (*Elodea nuttallii*) and has a good diversity of marginal species mentioned below. Species present in the area include Kingfisher (*Alcedo atthis*), and seven to eight bat species Pipistrelle Bats (*Pipistrellus pipistrellus*), Nathusius Pipistrelle Bat (*Pipistrellus nathusii*), Soprano Pipistrelle (*Pipistrellus pygmaeus*), Serotine Bat (*Eptesicus serotinus*) and Noctule Bat, (*Nyctulis noctule*), Brown Long-eared bat (*Plecotus auritus*), Whiskered/ Brandts Bat (*Myotis mystacinus* or *Myotis brandtii*). Reed Bunting (*Emberiza cirius*) commonly nest in the reed beds around the lake, and Cormorant (*Phalacrocorax carbo*), are attracted by the fish in the lake and roost on trees on the islands.

#### M) Haysden Water environs

The areas around Haysden Water include land called 'the Island' at the far end, which is a woodland with a ground flora of Wild garlic or Ransoms, (*Allium ursinum*), (uncommon in all other areas of the park) and Dogs mercury, (*Mercurialis perennis*). The areas around the lake and under the A21 flyover mainly consists of scrub and trees, with small patches of grass and wide paths. The edge vegetation around the lake has a good patchwork of typical marginal aquatic and damp loving plant species such as Gypsywort, (*Lycopus europeaus*), Common Reed, (*Phragmites australis*), with tree species like Sallow (*Salix caprea*). On the railway side vegetation consists mainly of scrub habitat, (*Rosa* spp); historical aerial photos show this scrub, has now taken over much of the bare ground once present here. The area still contains wide footpaths, and when the scrub is occasionally cut back, new species of plants can often emerge.

#### N) Nature reserve sanctuary area

This is a mixed broadleaved wet wood. Some areas consists exclusively of willow coppice (*Salix Caprea*), which is regularly cut as a coppice rotation. Other areas contain Alder, (*Alnus glutinosa*), another typical wet wood species and Ash. The Ash trees are dying of ash dieback and are being removed. This is also a good area for nesting bird species, and it also attracts Mink (*Mustela vison*), which are less desirable.

#### O) Botany Pond

Created in 2003 this is a relatively new pond. Never the less it is now well established with plants including the tall native grass Tufted Hair-grass, (*Deschampsia cespitosa*) and the non-native , Duck-potato, (*Sagittaria latifolia*). The fertile flood water that regularly inundates this area, allows the plants grow vigorously.

#### P) Mud Lane

Running parallel to the A21 this old trackway is a permissive bridleway and footpath. The track contains an old hedgerow of Hawthorn, (*Crategus monogyna*), along the field boundary, a with a few ancient Oaks (*Quercus rubur*). Recent tree planting has taken place at one end.

#### Q) Water Meadow

Narrow-Leaved Water-Dropwort (*Oenanthe silaifolia*), was found some years ago in this area near to the river. The grassland contains stands of Common knapweed, (*Centaurea nigra*), Reed Canary Grass, (*Phalaris arundinacea*), Black-bent Grass, (*Agrostis gigantean*) and Meadowsweet, (*Filipendula ulmaria*), Meadow Vetchling, (*Lathyrus pratensis*), Meadow Buttercup, (*Ranunculus acris*, and Cocks-foot Grass, (*Dactylis glomerata*). Our latest plant surveys indicate that the closest match for this area to the National Vegetation Classification is MG4a, Meadow-foxtail - Great Burnet grassland, (*Alopecurus pratensis* - *Sanguisorba officinalis*). This is 'especially characteristic where traditional hay meadow treatment has been applied ,and is typical of lowland grassland which is seasonally flooded.

### Country Park full species lists general notes

The full species list that follows, has an importance column, each asterisk indicates how many laws within the three categories (international/ European, national to regional/ local) apply to that species.

The International column indicates species protected by International or European Law. Examples are the Bern Convention, the IUCN Red List of Threatened Species, Birds Directive, (the combine spreadsheet master list from the Joint Nature Conservation Committee website <http://jncc.defra.gov.uk/page-3408> was used to complete the importance column).

The National column, indicates those species covered by our national United Kingdom law, such as the Wildlife and Countryside Act, or Crow Act and in the United Kingdom Biodiversity Action Plan (as above Joint Nature Conservation Committee list was used).

The Local/ Regional column, shows species which are important in Kent, they are species that can act as an indicator for the broader health of the natural environment and biodiversity; species which Kent is a stronghold; species that would benefit from particular attention in Kent; species that would benefit from landscape scale conservation and species which data/monitoring is obtainable, so targets are measurable. These species come from list

produced by the Kent Nature Partnership Biodiversity Strategy 2019 to 2024 which is currently at consultation stage

<https://consultations.kent.gov.uk/consult.ti/Kentbiodiversityconsultation/consultationHome>. Breeding birds (from our annual site surveys from 2023 and 2024) have been indicated using the † symbol. The words 'BSBI' indicates plants that are listed in the Kent Rare Plants Register produced by the Kent Botanical Recording Group (which is part of the Botanical Society of Britain and Ireland) and available online.

This information is correct at the time of going to print, but is subject to change from time to time, the latest information will always be available via the websites above.

## **ALGA AND FUNGUS**

## **IMPORTANCE**

Common name	Scientific name European	International/ National	Regional/ Local
Artists Bracket	Ganoderma applanatum		
Bark Bonnet	Phloeomana speira		
Bay Polypore	Polyporus durus		
Big Sheath			
Mushroom	Volvopluteus gloiocephalus		
Birch Mazegill	Lenzites betulina		
Black Cup Fungi	Sclerencoelia fraxinicola		
Black Witches'	Exidia glandulosa		
Butter			
Blushing Bracket	Daedaleopsis confragosa		
Blushing Rosette	Abortiporous biennis		
Bracket Fungus	Daedaleopsis tricolor		
Branched Oyster	Pleurotus cornucopiae		
Brown Cup	Peziza micropus		
Brown Roll-rim	Paxillus involutus		
Burgundydrop	Mycena haematopus		
Bonnet			
Candlesnuff fungus	Xylaria hypoxylon		
Chaga	Inonotus obliquus		
Chemical knight	Cortinarius triumphans		
Chicken in the wood	Laetiporus sulphureus		

Clouded Funnel	Clitocybe nebularis
Common Bird's Nest	Crucibulum leave
Common Bonnet	Mycena galericulata
Common Earthball	Scleroderma citrinum
Common inkcap	Coprinopsis atramentaria
Common Jelly Spot	Dacrymyces stillatus
Common Puffball	Lycoperdon perlatum
Conifer Tuft	Hypholoma capnoides
Coppery Pax	Paxillus cuprinus
Coral Spot	Nectria cinnabarina
Crested Coral	Clavulina coralloides
Crimped Gill	Plicaturopsis crispa
Crowded parchment	Stereum complicatum
Crystal Brain	Cushion bracket
Daedaleopsis	
Tricolor	Daedaleopsis tricolor
Dark Honey	Armillaria ostoyae
Mushroom	
Dead Moll's Fingers	Xylaria longipes
Dog Sick	Fuligo gyrosa
Dryads Saddle	Polyporus squamosus
Ear fungus	Hirneola auricula judae
Enoki	Flammulina velutipes
Fairy Inkcap	Coprinellus disseminates
Fairy Parachutes	Marasmiellus candidus
Fairy Ring	Marasmius oreades
False Turkey Tail	Stereum hirsutum
Fatal Dapperling	Lepiota subincarnata
Field Mushroom	Agaricus campestris
Flat Oysterling	Crepidotus applantus
Fleecy Milk Cap	

fungus	<i>Lactarius vellereus</i>
Fluted Bird's Nest	<i>Cyathus striatus</i>
Fly Agaric Fungus	<i>Amanita muscaria</i>
Giant Puffball	<i>Calvatia gigantea</i>
Goblet	<i>Pseudoclitocybe cyathiformis</i>
Golden Conecap	<i>Conocybe aurea</i>
Golden Milk-cap	<i>Lactarius alnicola</i>
Golden-gilled	<i>Ganoderma tsugae</i>
Gymnopilus	
Hairy Curtain Crust	<i>Stereum hirstum</i>
Harefoot Mushroom	<i>Coprinopsis lagopus</i>
Hemlock Varnish	<i>Ganoderma tsugae</i>
Shelf	
Honey Fungus	<i>Armillaria mellea</i>
Jelly Drops	<i>Ascocoryne sarcoides</i>
King Alfred's Cake	<i>Daldinia concentrica</i>
Later Fall Oyster	<i>Panellus serotinus</i>
Mushroom	
Laughing Gym	<i>Ganoderma tsugae</i>
Leafy Brain	<i>Phaeotremella foliacea</i>
Lilac Bonnet	<i>Mycena pura</i>
Lumpy Bracket	<i>Trametes gibbosa</i>
Luxury Caps	<i>Gymnopus luxurians</i>
Magenta Rustgill	<i>Ganoderma tsugae</i>
Many Zoned	
Polypore Fungus	<i>Trametes versicolor</i>
Mauve Bonnet	<i>Mycena melligena</i>
Meadow Mushroom	<i>Agaricus campestris</i>
Meadow Waxcup	<i>Cuphophyllus pratensis</i>
Mealy Oyster	<i>Ossicaulis lignatilis</i>
Mica Cap	<i>Coprinellus micaceus</i>

Milk cup	Lactarius controversus	
Milk-white Brittlegill	Russula ssp	
Milk-white Toothed	Irpex lacteus	
Polypore		
Milky Conecap	Conocybe apala	
Nirous Bonnet	Mycena leptocephaia	
Oak Curtain Crust	Ganoderma tsugae	
Oakmoss Lichen	Evernia prunastri	*
Oak Curtain Crust	Ganoderma tsugae	
Oak-loving Collybia	Gymnopus dryophilus	
Ochre Bracket	Trametes ochracea	
Olive Brown	Panellus serotines	
Panellus Fungus	Crepidotus cesatii	
Oysterling		
Oyster Mushroom	Pleurotus ostreatus	
Pale Brittlestem	Psathyrella candolleana	
Parasol Mushroom	Macrolepiota procera	
Pear-shaped Puffball	Lycoperdon pyriforme	
Peeling Oysterling	Crepidotus mollis	
Pinwheel Mushroom	Marasmius rotula	
Pleated Inkcap	Parasola plicatilis	
Pointed Club	Clavaria acuta	
Purplepore bracket	Trichaptum abietinum	
Purple Jelly Fungus	Ascocoryne sarcoides	
Red Belt Conk-	Fomitopsis pinicola	
bracket Polypore		
Red Cracking bolete	Xerocomellus chrysenteron	
Red Edge	Psathyrella corrugis	
Brittlestem		
Red edge brittlestem	Psathyrella corrugis	
Redlead Roundhead	Leratiomyces ceres	



Ruby Bolete	Hortiboletus rubellus
Russula	Russula sppScarlet
Scarlet Elf's Cap	Sarcoscypha coccinea
Fungus	
Scalycap	Pholiota tuberculosa
Scotch Bonnet	Marasmius oreades
Scurvy Twiglet	Tubaria fururacea
Shaggy Mane	Coprinus comatus
Shaggy Parasol	Chlorophyllum rhacodes
Mushroom	
Sheathed Woodtuft	Kuehneromyces mutabilis
Silverleaf Fungus	Chondrostereum purpureum
Slender Parasol	Macrolepiota mastoidea
Slime Mold	Badhamia utricularis
Small Stagshorn	Calocera comea
Snowy Waxcap	Cuphophyllus virgineus
St.George's	Calocybe gambosa
Mushroom	
Spring Field Cap	Agrocybe praecox
Fungus	
Stump puffball	Lycoperdon pyriforme
fungus	
Sulphur polypore	Laetiporus sulphureus
fungus	
Sulphur tuft fungus	Hypholoma fasciculare
Tall Psathyrella	Psathyrella longipes
Trembling Merulius	Phlebia tremellosa
Turkey Tail	Trametes versicolor
Upright Coral	Ramaria stricta
White Fibercap	Inocybe geophylla
White Cheese	Tyromyces chioneus

## Polypore

White Dapperling	Leucoagaricus leucothites
White Fibercap	Inocype geophylla
White Knight	Tricholoma album
White Saddle	Ganoderma tsugae
White Spindles	Clavaria fragilis
Witches' Butter	Tremella mesenterica
Witch's Hat	Hygrocybe conica
Wolf's Milk Slime mold	Lycogala epidendrum
Wood Blewit	Lepista nuda
Wood Cauliflower	Sparassis Crispa
Wrinkled crust	Phiebia Radiata
Wrinkled Fieldcap	Agrocybe rivulosa
Yellow Fairy Cups	Bisporella Citrina
Yellow Fieldcap	Bolbitius Titubans
Yellow Stainer	Agarcus Xanthodermus

## AMPHIBIANS

## IMPORTANCE

Common name	Scientific name	International/			Regional/
		European	National	Local	
Common smooth newt	Lissotriton vulgaris	**	*		
Frog	Rana temporaria	***	*		
Toad	Bufo bufo	**	***		

## BIRDS

## IMPORTANCE

Common name	Scientific name	International/			Regional/
		European	National	Local	
Artic tern	Sterna paradisaea	***	**		
Bar headed goose	Anser indicus				

Barn Owl	Tyto alba	*	**
Barnacle goose	Branta leucopsis	***	*
Bittern	Botaurus stellaris	***	****
Black kite	Milvus migrans	***	
Black necked grebe	Podiceps nigricollis		
Black redstart	Phoenicurus ochrurus		
Black swan	Cygnus atratus		
Black tern	Chlidonias niger	***	**
Blackbird †	Turdus merula	*	*
Blackcap †	Sylvia atricapilla		*
Black-headed gull	Larus ridibundus		
Black-tailed godwit	Limosa limosa	**	**
Blue tit †	Parus caeruleus		
Brambling	Fringilla montifringilla		**
Brent Goose	Branta bernicla	**	*
Bullfinch †	Pyrrhula pyrrhula		*
Buzzard	Buteo buteo	**	*
Canada goose †	Branta canadensis	**	
Carrion crow †	Corvus corone	*	*
Cetti's warbler †	Cettia cetti		**
Chiffchaff †	Phylloscopus collybita		
Coal tit	Parus ater		
Collared dove †	Streptopelia decaocto		
Common gull	Larus canus	**	*
Common sandpiper	Actitis hypoleucos	*	*
Common shelduck	Talorna tadorna		
Common tern	Sterna hirundo	***	*
Cormorant	Phalacrocorax carbo	*	*
Coot †	Fulica atra	**	*
Cuckoo	Cuculus canorus		***
Curlew	Numenius arquata	**	***

Dunlin	Calidris alpine		
Dunnoek †	Prunella modularis	*	*
Egyptian goose †	Alopochen aegyptiacus		
Eurasian reed warbler	Acrocephalus scirpaceus		
Eurasian treecreeper	Certhia familiaris	*	*
Eurasian wigeon	Anas penelope		
Feral pigeon †	Columba livia	**	*
Fieldfare	Turdus pilaris	*	**
Firecrest	Regulus ignicapillus		
Gadwall duck	Anas strepera	*	
Garden warbler †	Sylvia borin		*
Gargany duck	Anas querquedula		
Goldcrest †	Regulus regulus	*	*
Golden plover	Pluvialis apricaria	**	*
Goldeneye duck	Bucephala clangula	**	*
Goldfinch †	Carduelis carduelis	*	*
Goosander duck	Mergus merganser	**	*
Grasshopper warbler	Locustella naevia		***
Great Bittern	Botaurus stellaris	***	****
Great black- backed gull	Larus marinus	**	*
Great Crested Grebe †	Podiceps cristatus	*	*
Great grey shrike	Lanius excubitor	*	
Great tit †	Parus major	*	*
Great-spotted woodpecker †	Dendrocopos major		

Green sandpiper	Tringa ochropus	**	**
Green woodpecker †	Picus viridis		
Greenfinch	Carduelis chloris		
Greenshank	Tringa nebularia	**	*
Grey heron	Ardea cinerea	*	*
Greylag Goose †	Locustella naevia		***
Grey partridge	Perdix perdix		***
Grey wagtail †	Motacilla cinerea	*	*
Greylag goose †	Anser anser	**	*
Herring gull	Larus argentatus	**	*
Hobby	Falco subbuteo	***	**
Honey buzzard	Pernis apivorus	***	*
House martin	Delichon urbica		
House sparrow	Passer domesticus		***
Jack Snipe	Lymnocyptes minimus	**	*
Jackdaw	Corvus monedula		
Jay †	Garrulus glandarius	*	*
Kestrel	Falco tinnunculus	***	*
Kingfisher †	Alcedo atthis	**	**
Lapwing	Vanellus vanellus	**	***
Lesser black-backed gull	Larus fuscus	****	*
Lesser spotted woodpecker	Dendrocopos minor		
Lesser whitethroat †	Sylvia curruca		
Linnet †	Carduelis cannabina		
Little egret	Egretta garzetta	***	
Little gull	Larus minutus		
Little owl	Athene noctua	**	
Little ringed plover	Charadrius dubius	**	**
Little tern	Sterna albifrons		

Long tailed tit †	Aegithalos caudatus		*
Magpie †	Pica pica	*	*
Mallard duck †	Anas platyrhynchos	**	*
Mandarin duck	Aix galericulata	*	
Marsh harrier	Circus aeruginosus	***	**
Marsh tit	Parus palustris		
Meadow pipit	Anthus pratensis	*	*
Mediterranean gull	Larus melanocephalus		
Mistle thrush	Turdus viscivorus	*	*
Moorhen †	Gallinula chloropus	**	*
Mute swan †	Cygnus olor	**	*
Nightingale	Luscinia megarhynchos	*	
Northern Pintail	Anas acuta	***	**
Nuthatch †	Sitta europaea	*	*
Osprey	Pandion haliaetus	***	**
Oystercatcher	Haematopus ostralegus	**	*
Peregrine falcon	Falco peregrinus	****	**
Pheasant	Phasianus colchicus	*	
Pied wagtail †	Motacilla alba yarellii		
Pintail duck	Anas acuta	***	**
Pink footed goose	Anser brachyrhynchus	**	*
Pochard duck	Aythya ferina	**	*
Purple heron	Ardea purpurea	***	*
Red breasted goose	Branta ruficollis	****	
Red kite	Milvus milvus	***	**
Red legged partridge	Alectoris rifa		
Red throated diver	Gavia stellata	***	**
Red-crested prochard			
duck	Aythya farina		
Redpoll mealy	Carduelis flammea		
Redshank	Tringa totanus	**	*

Redstart	Phaenicurus		
	phoenicurus		
Redwing	Turdus iliacus	*	**
Reed bunting †	Emberiza schoeniclus	*	***
Reed warbler †	Acrocephalus		
	scirpaceus		
Ring ouzel	Turdus torquatus	*	***
Ring plover	Charadrius hiaticula	**	*
Robin †	Erithacus rubecula	*	*
Rook	Corvus frugilegus	*	*
Ruddy shelduck	Tadorna ferruginea	***	
Ruff	Philomachus pugnax		
Sand martin	Riparia riparia	*	*
Sandwich tern	Sterna sandvichensis		
Scaup duck	Aythya marila	**	****
Sedge warbler	Acrocephalus		
	schoenobaenus		
Shoveler duck	Anas clypeata		
Siskin	Carduelis spinus		
Skylark	Alauda arvensis	*	**
Smew duck	Mergellus albellus	***	*
Snip	Gallinago gallinago	**	*
Snow goose	Anser caerulescens	*	
Song thrush †	Turdus philomelos	*	*
Sparrowhawk	Accipiter nisus	**	*
Spotted flycatcher	Muscicapa striata	**	***
Spotted redshank	Tringa erythropus	**	*
Starling	Sturnus vulgaris	*	*
Stock dove †	Columba oenas	*	*
Stonechat	Saxicola torquata		
Swallow †	Hirundo rustica	*	*

Swift	<i>Apus apus</i>		*
Tawny owl	<i>Strix alluco</i>	*	
Teal duck	<i>Anas crecca</i>	***	*
Treecreeper †	<i>Certhia familiaris</i>	**	
Tree sparrow	<i>Passer montanus</i>		***
Tufted duck	<i>Aythya fuligula</i>	**	*
Turtle dove	<i>Streptopelia turtur</i>		
Water rail	<i>Rallus aquaticus</i>	**	*
Waxwing	<i>Bombycilla garrulus</i>	*	*
Wheatear	<i>Oenanthe oenanthe</i>	*	*
Whimbrel	<i>Numenius phaeopus</i>	**	**
Whinchat	<i>Saxicola rubetra</i>	*	*
White fronted goose	<i>Anser albifrons</i>	**	*
Whitethroat †	<i>Sylvia communis</i>		
Whooper swan	<i>Cygnus cygnus</i>	***	**
Wigeon duck	<i>Anser penelope</i>		
Willow tit	<i>Parus montanus</i>		
Willow warbler	<i>Phyllocopus trochilus</i>		
Wood sandpiper	<i>Tringa glareola</i>	***	**
Woodcock	<i>Scolopax rusticola</i>	**	*
Woodpigeon †	<i>Columba livia</i>	**	*
Wren †	<i>Troglodytes troglodytes</i>		
Yellow wagtail	<i>Motacilla flava</i>	*	*
Yellowhammer	<i>Emberiza citrinella</i>	*	***

BRYROPHYTESIMPORTANCE

Common name	Scientific name	International/ European	Regional/ National	Local
Bifid Crestwort	<i>Lophocolea bidentata</i>		*	
Bird's-claw Beard-	<i>Barbula unguiculata</i>			
Moss			*	



Capillary Thread-	Bryum capillare	
Moss		*
Creeping Feather-	Amblystegium serpens	
Moss		*
Crescent-cup	Lunularia cruciate	*
Common Feather-	Kindbergia praelonga	
Moss		*
Cylindric Beard-	Didymodon insulanus	
Moss		*
Dilated Scalewort	Frullania dilatata	*
Dotted Thyme moss	Rhizomnium punctatum	*
Dusky Beard-moss	Didymodon luridus	*
Elegant Bristle-moss	Orthotrichum pulchellum	*
Endive Pellia	Pellia endiviifolia	*
Fairy Beads	Microlejeunea ulicina	*
Forked Veilwort	Metzgeria furcata	*
Frizzled Pincushion	Plenogemma [Ulota]	
	Phyllantha	*
Great Scented	Conocephalum conicum	
Liverwort	agg.	*
Hart's tongue Thyme	Plagiomnium undulatum	
-moss		*
Kneiff's Hook-moss	Drepanocladus aduncus	*
Lateral Cryphaea	Cryphaea heteromalla	*
Lyell's Bristle-moss	Pulviger [Orthotrichum]	
	Lyellii	*
Many-fruited Leskea	Leskea polycarpa	*
Marble Screw-moss	Syntrichia papillosa	*
Moss River Feather-		
moss	Brachythecium rivulare	*
Pointed Lattice-	Dialtrichia mucronata	

# moss

Pale Scalewort      *Radula complanata*      \*

Rusty Feather-moss      *Sciuro-hypnum plumosum*      \*

Shaw's Bristle-moss      *Lewinska* [*Orthotrichum*]

Liverwort      *striatum*      \*

Slender Bristle-moss      *Orthotrichum tenellum*      \*

Cliff Scalewort      *Porella cordaeana*      \*

Small Hairy Screw-      *Syntrichia laevipila*

Moss      \*

Wall Scalewort      *Porella platyphylloides*

White-tipped Bristle-      *Orthotrichum diaphanum*      \*

# moss

Wood Bristle-moss      *Lewinskya* [*Orthotrichum*]  
*affine*

# FISH

# IMPORTANCE

Common name	Scientific name	International/ European	National	Local	Regional/
Bream	<i>Alburnus alburnus</i>				
Carp	<i>Cyprinus carpio</i>				
Gudgeon	<i>Gobio gobio</i>				
Eel	<i>Anguilla anguilla</i>	**		**	
Perch	<i>Perca fluviatilis</i>				
Pike	<i>Esox lucius</i>	*			
Roach	<i>Rutilus rutilus</i>	*			
Rudd	<i>Scardinius erythrophthalmus</i>				
9 Spotted	<i>Pungitius pungitius</i>				
Stickleback					
Tench	<i>Trinca tinca</i>				

## INSECTS

## IMPORTANCE

Common name	Scientific name	International/	Regional/
	European	National	Local
7 spotted Ladybird	Oedemera noblis		
7-punctata	Coccinella		
aa gall Mite	Eriophid sp		
Adonis Blue Butterfly	Polyommatus bellargus	*	*
Amber Snails	Succinea putris		*
Artichoke Gall Wasp	Andricus fecundator		
Azure Damselfly	Coenagrion puella		*
Beetle	Acupelpus exiguus		
Beetle	Anthracus consputus		*
Beetle	Aupous carboniaus		
Beetle	Acupalpus exiguous		
Beetle	Lebia chloroecephala		
Beetle	Mantura rustica		**
Beetle	Platyderus depressus		*
Banded Damselfly	Calopterex splendens		
Beautiful Damselfly	Calopteryx virgo		*
Bee Beetle	Trichius fasciatus		*
Bee Fly	Bombylius major		*
Beetle	Silis ruficollis		
Black Tailed			
Skimmer Dragonfly	Orthetrum cancellatum	*	*
Blue Dragonfly	Anax imperator	*	*
Blue Tailed	Ishnura elegans		
Damselfly			
Brassica Bug	Eurydema oleraceaand		
Bright-line Brown-eye			
Moth	Lacanobia oleracea		

Brimstone Butterfly	Gonepteryx rhamni	*	*
Brimstone Moth	Opisthograptis luteolata		
Broad Bodied Chaser			
Dragonfly	Libellula depressa		*
Brown Argus			
Butterfly	Aricia agestis		*
Brown China-mark			
Moth	Elophila nymphaeata		
Brown Hawker			
Dragonfly	Aeshna grandis	*	*
Brown-veined			
Wainscot Moth	Archanara dissolute		
Bud Moth	Spilonota ocellana		
Bug Brassica	Eurydema oleraceaand		
Buff-tip Moth	Phalera bucephala		
Burnet Companion	Euclidia glyphica		
Burnished Brass			
Moth	Diachrysia chrysitis		
Butterfly Orange Tip	Anthocharis cardamines		*
Caddis Fly	Phryganea grandis		*
Carbionine Wasp	Crossocerus distinguendus *		
Cardinal Beetle	Pyrochroa serraticornis	*	*
Cherry Gall Wasp	Cynip quercusfilii		
Cinnabar Moth	Tyria jacobaeae		**
Cloaked Minor Moth	Mesoligia furuncula		
Clover Blunthorn	Melitta leporina		
Bee			
Clouded Yellow			
Butterfly	Colias crocea		
Comb-footed Spider	Anelosimus vittatus		*
Comma Butterfly	Polygonia c-album		*

# Common Blue

Damselfly      *Enallagma cyathigerum*      \*      \*

# Common Blue

Butterfly      *Polymmoatus icarus*

# Common Blue

Damselfly      *Enallagma cyathigerum*  
\*      \*

Common Carder      *Bombus pascuorum*

# Bee

Common Carpet      *Epirrhoe alternata*

# Moth

# Common Darter

Dragonfly      *Sympetrum striolatum*      \*      \*

# Common Green

Grasshopper      *Omocestus viridulus*      \*

# Common Rustic

Moth      *Mesapamea secalis*

Cranefly      *Tipula paludosa*

# Cucumber Green

Spider      *Araniella cucurbitina*      \*

Dark Bush Cricket      *Pholidoptera griseoaptera*      \*

# Drepressed

(or compressed)

River Mussel      *Pseudanodonta complanta*

Diving beetle      *Agabus bipustulatus*

Ear Moss Beetle      *Ochthebius auriculatus*      \*

Earwig      *Lathrobium pallidipenne*      \*

Elephant Hawk Moth *Dielephila elpenor*

Emperor Dragonfly      *Anax imperator*      \*      \*

Fish Leech      *Piscicola geimetra*

# Five Spotted Burnet

moth	<i>Zygaena trifolii</i>		
Flame Shoulder			
Moth	<i>Ochropleura plecta</i>		
Forest Bug Shield			
Bug	<i>Pentatoma rufipes</i>		*
Four Spotted Chaser			
Dragonfly	<i>Libellula quadrimaculata</i>	*	*
Fresh Water Shrimp	<i>Gammarus pulex</i>		
Froghopper	<i>Cercopis vulnerata</i>		
Fruit Fly	<i>Tachina fera</i>		
Garden Snail	<i>Helix aspersa</i>		
Garden Spider	<i>Araneus diadematus</i>		*
Gatekeeper Butterfly	<i>Pyronia tithonus</i>		*
German Wasp	<i>Vespula germanica</i>		
Glow Worms	<i>Lampyris noctiluca</i>		*
Great Diving Beetle	<i>Dytiscus marginalis</i>		
Greater Water			
Boatman	<i>Notonecta glauca</i>		
Green Bottle	<i>Lucilia caesar</i>		
Green Carpet Moth	<i>Colostygia pectinataria</i>		
Green Veined White			
Butterfly	<i>Artogeia napi</i>		
Hawthorn Shield Bug	<i>Acanthosoma haemorrhoidale</i>		*
Herald Moth	<i>Scoliopteryx libatrix</i>		
Holly Blue Butterfly	<i>Celastrina argiolus</i>		*
Hornets	<i>Vespa crabro</i>		
Hoverfly	<i>Episyrphus balteatus</i>		
HoverFly	<i>Volucella inanis</i>		
HoverFly	<i>Eristalis tenex</i>		
Hoverfly	<i>Eristalis horticola</i>		
Iron Prominent Moth	<i>Notodonta dromedarius</i>		

Kleptoparasitic Wasp	Nysson trimaculatus		
Knopper Gall Wasp	Andricus quercusalicis		
Large Meadow			
Mining Bee	Andrena (Holandrena) labialis		
Large Red Damselfly	Pyrrhosoma nymphula	*	
Large Skipper			
Butterfly	Ochlodes venata		
Large Yellow			
Underwing Moth	Noctua pronuba		
Lesser Broad-bordered Yellow	Noctua janthe		
Underwing Moth			
Large Meadow			
Mining Bee	Andrena (Holandrena) labialis		
Lesser Water			
Boatman	Corixa punctata	*	
Lesser Yellow			
Underwing Moth	Noctua comes		
Little Black Wasp	Pemphredon lethifera		
Lime-speck Pug			
Moth	Eupithecia centaureata		
Lobe Spurred Furrow			
Bee	Lasioglossum pauxillum	*	
Long Horned Bee	Eucera longicornis	***	*
Long Winged Cone			
Head Cricket	Conocephalus dorsalis	*	
Mayfly	Ephemera danica	*	
Meadow Brown			
Butterfly	Maniola jurtina	*	
Meadow			
Grasshopper	Chorthippus parallelus		

## Migrant Hawker

Dragonfly	Aeshna mixta	*	*
Mirid Bug	Stenotus binotatus		
Moth	Ypsolopha sylvella		
Moth	Agapeta hamana		
Moth	Acleris forsskaleana		
Moth	Celypha lacunana		
Moth	Cydia fagiglandana		
Moth	Cydia splendana		
Moth	Agriphila straminella		
Moth	Eudonia mercurella		
Moth	Pyrausta purpuralis		
Moth	Endotricha flammealis		
Moth	Acrobasis consociella		
Moth	Phycita roborella		
Mother of Pearl Moth	Pleuroptya ruralis		
Mother Shipton Moth	Callistege mi		
Musk Beetle	Aromia moschata		**
Oak Eggar Moth	Lasiocampa quercus		
Orange Swift Moth	Hepialus sylvina		
Orange Tip Butterfly	Anthocharis cardamines		*
Painted Lady			
Butterfly	Vanessa cardui		*
Painted Nomad Bee	Nomda fucata		
Peacock Butterfly	Inachis io		
Pond Skater	Gerris lacustris		
Purple Bar Moth	Cosmorhoe ocellata		
Ramshorn Snail	Planorbidae species		
Red Admiral Butterfly	Vanessa atalanta		
Red Tailed			
Bumblebee	Bombus lapidarius		



Red-eyed Damselfly	<i>Erythromma najas</i>	*
Ringlet Butterfly	<i>Aphantopus hyperantus</i>	
Robins Pincushion		
Gall Wasp	<i>Diplolepis rosae</i>	
Roesel's Bush		
Cricket	<i>Metrioptera roeselii</i>	
Rosy Rustic Moth	<i>Hydraecia micacea</i>	**
Ruddy Darter		
Dragonfly	<i>Sympetrum sanguineum</i>	
Scarlet Malachite		
Beetle	<i>Malachius aeneus</i>	****
Sharp Collared		
Furrow Bee	<i>Lasioglossum malachurum</i>	*
Shield Bug	Heteroptera order	
Shield Bug	<i>Elasmucha grisea</i>	*
Small Blue Butterfly	<i>Cupido minimus</i>	****
Small Copper		
Butterfly	<i>Lycaena phlaeas</i>	*
Small Heath Butterfly	<i>Coenonympha pamphilus</i>	
Small Red-eyed		
Damselfly	<i>Erythromma viridulum</i>	
Small Rivulet Moth	<i>Perizoma alchemillata</i>	
Small Skipper		
Butterfly	<i>Thymelicus sylvestris</i>	*
Small Tortoiseshell		
Butterfly	<i>Aglais urticae</i>	
Small White Butterfly	<i>Artogeia rapae</i>	
Snail	<i>Arianta arbustorum</i>	*
Snout Moth	<i>Hyponomeuta proboscidalis</i>	
Soldier Beetle	<i>Cantharis livida</i>	*
Soldier Beetle	<i>Rhagonycha fulva</i>	*

## Speckled Bush

Cricket                      Leptophyes punctatissima                      \*

## Speckled Wood

Butterfly                      Pararge aegeria                      \*

Spider                      Argiopidae Family

## Spotted Longhorn

Beetle                      Strangalia maculata

St Marks Fly                      Bilbo marci

Stage Beetle                      Lucanus cervus                      \*\*                      \*\*\*\*\*

Strangalia Maculata                      Strangalia maculata

Straw Dot Moth                      Rivula sericealis

## Straw Underwing

Moth                      Thalpophila matura

Swan Mussel                      Anodonta cygnea

## Swollen River

Mussel                      Unio tumidus

## Thick-legged Flower

Beetle                      Oedemera nobilis

## Two Spotted

Ladybird                      Anodonta cygnea

Wasp                      Pemphredon morio                      \*

Water Boatman                      Notonecta glauca

Water Scorpion                      Nepa cinerea                      \*

Water Stick Insect                      Ranatra linearis

## White Legged

Damselfly                      Platycnemis pennipes                      \*                      \*

White Lipped Snail                      Cepaea hortensis

White Plume Moth                      Pterophorus pentadactyla

## White Tailed

Bumblebee                      Bombus lucorum

## Willugbys Leafcutter

Bee	Mageachile (delomegechile) Willughbiella	
Wood Carpet Moth	Epirrhoe rivata	
Wood Carving		
Leafcutter Bee	Megachile (Megachile) ligniseca	
Yellow Shell Moth	Camptogramma bilineata	
Zebra Mussel	Dreissena polymorpha	*
Zebra Spider	Salticus scenicus	*

Note: There is likely to be a greater number of insects present on the site than we have recorded here. The Site of Nature Conservation Interest record (TM 26/SE 26) indicates that: banded dragonfly (*Agrion splendons*), has occurred within the boundary of the Site of Nature Conservation Interest, but there are no other records for the Park.

## **PLANTS**

## **IMPORTANCE**

Common name	Scientific name	International/ Regional/		
		European	National	Local
Agrimony	Agrimonia eupatoria		*	
Alder	Alnus glutinosa	*	*	
Alder buckthorn	Frangula alnus		*	
Alexanders	Smyrniolum olusatrum		*	
American skunk cabbage	Lysichiton americanus			
Almond Willow	Salix triandra	*		
American Willowherb	Epilobium ciliatum			
Annual Beard-grass	Polypogon monspeliensis		*	
Annual meadow- grass	Poa annua		*	
Annual pearlwort	Sagina apetala		*	
Apple	Malus pumila			
Ash	Fraxinus excelsior		*	
Aspen common	Populus tremula		*	
Autumn hawkbit	Scorzonoides autumnalis			

Balkan spurge	Euphorbia oblongata	
Barren brome	Anisantha sterilis	
Barren strawberry	Potentilla sterilis	*
Bastard cabbage	Rapistrum rugosum	
Beaked hawk's-beard	Crepis vesicaria	
Bearded Couch	Elymus caninus	*
Bearded grass	Polypogon monspeliensis	*
Bee orchid	Ophrys apifera	
Beech	Fagus sylvatica	*
Betony	Betonica officinalis	
Bifid Hemp-nettle	Galeopsis bifida	*
Bird Cherry	Prunus padus	*
Bird's foot Clover	Trifolium ornithopodioides	*
Bittersweet	Solannum dulcamara	
Black Bent	Agrostis gigantea	*
Black bryony	Tamus communis	
Black Currant	Ribes nigrum	
Black horehound	Ballota nigra	*
Common knapweed	Centaurea nigra	*
Black medic	Medicago lupulina	*
Black mustard	Brassica nigra	*
Black nightshade	Solanum nigrum	*
Black Spleenwort	Asplenium adiantum-nigrum	*
Blackthorn	Prunus spinosa	*
Blue Green Alga	Microcystis aeruginose	
Bluebell	Hyacinthoides non-scripta	**
Bog Stitchwort	Stellaria alsine	
Borrer's Scaly		
Male-fern	Dryopteris borrieri	
Bracken	Pteridium aquilinum	*

Bramble	Rubus fruticosus agg	
Branched bur-reed	Sparganium erectum	*
Bread wheat	Triticum aestivum	
Bristly oxtongue	Helminthotheca echioides	*
Broad bean	Vicia faba	
Broad buckler fern	Dryopteris dilatata	*
Broad leaved dock	Rumex obtusifolius	
Broad leaved helleborine	Epipactis helleborine	*
Broadleaved Pond weed	Potamogeton natans	
Broadl-leaved willowherb	Epilobium montanum	*
Brooklime	Veronica beccabunga	*
Broom	Cytisus scoparius	*
Bucks-horn Plantain	Plantago coronopus	
Buckthorn	Rhamnus catharticus	
Bugle	Ajuga reptans	*
Buddleja	Buddleja davidii	
Bulbous buttercup	Ranunculus bulbosus	*
Bulrush	Typha latifolia	*
Burdock, Greater	Arctium lappa	*
Burdock, Lesser	Arctium minus	*
Bur chervil	Anthriscus caucalis	*
Burnet-saxifrage	Pimpinella saxifraga	*
Bush Vetch	Vicia sepium	*
Californian poppy	Eschscholzia californica	*
Canadian Fleabane	Erigeron canadensis	*
Caper spurge	Euphorbia lathyris	
Cats ear	Hypochaeris radicata	
Celery leaved		

Buttercup	Ranunculus sceleratus	*	
Changing forget-me-not	Myosotis discolor	*	
Charlock	Sinapis arvensis	*	
Cherry Laurel	Prunus laurocerasus		
Cherry Plum	Prunus cerasifera		
Chicory	Cichorium intybus ssp foliosum		
Chusan Palm	Trachycarpus fortunei		
Cleavers	Galium aparine	*	
Clustered dock	Rumex conglomeratus	*	
Cocks foot	Dactylis glomerata	*	
Cockspur	Echinochloa crus-galli		
Cockspurthorn	Crataegus crus-galli		
Coltsfoot	Tussilago farfara	*	
Columbine	Aquilegia vulgaris	*	
Common Bent	Agrostis capillaris	*	
Common birds-foot			
Trefoil	Lotus corniculatus	*	
Common Centaury	Centaureum erythraea	*	
Common Chickweed	Stellaria media	*	
Common club-rush	Schoenoplectus lacustris	*	
Common Comfrey	Symphytum officinale	*	
Common Corncockle	Agrostemma githago	*	BSBI
Common Couch	Elymus repens		
Common Cudweed	Filago vulgaris	*	BSBI
Common Dog Violet	Viola reichenbachiana	*	
Common Duckweed	Lemna minor	*	
Common Field			
Speedwell	Veronica persica		
Common Figwort	Scrophularia nodosa	*	
Common Fleabane	Pulicaria dysenterica		

Common fumitory	<i>Fumaria officinalis</i>	*	
Common gorse	<i>Ulex europaeus</i>		
Common Hemp-			
Nettle	<i>Galeopsis tetrahit</i>	*	
Common Ivy	<i>Hedera helix</i>	*	
Common Knapweed	<i>Centaurea nigra</i> agg.		
Common laburnum	<i>Laburnum anagyroides</i>		
Common Mallow	<i>Malva sylvestris</i>	*	
Common Marsh-			
Bedstraw	<i>Galium palustre</i>		
Common Mouse ear	<i>Cerastium fontanum</i>	*	
Common Nettle	<i>Urtica dioica</i>	*	
Common Orache	<i>Atriplex patula</i>	*	
Common			
Pepperwort	<i>Lepidium campestre</i>	*	BSBI
Common Poppy	<i>Papaver rhoeas</i>	*	
Common Ragwort	<i>Senecio jacobaea</i>		
Common Rampion			
Fumitory	<i>Fumaria muralis</i> subsp. <i>boraei</i>	*	
Common Millet	<i>Panicum miliaceum</i>		
Common reed	<i>Phragmites australis</i>		
Common spike-rush	<i>Eleocharis palustris</i>	*	
Common Spotted-			
orchid	<i>Dactylorhiza fuchsii</i>	*	
Common stork's-bill	<i>Erodium cicutarium</i>		
Common Toadflax	<i>Linaria vulgaris</i>	*	
Common vetch	<i>Vicia sativa</i>	*	
Common Whitlow			
grass	<i>Erophila verna</i>	*	
Compact rush	<i>Juncus conglomeratus</i>	*	
Corky-fruited water-			

Dropwort	Oenathera pimpinelloides		
Corn marigold	Glebionis segetum	*	BSBI
Corn mint	Mentha arvensis	*	BSBI
Cornflower	Centaurea cyanus		
Cow parsley	Anthriscus sylvestris	*	
Cowslip	Primula veris	*	
Crab apple	Malus sylvestris sens.lat.		
Crack willow	Salix fragilis		
Creeping bent	Agrostis stolonifera	*	
Creeping buttercup	Ranunculus repens	*	
Creeping cinquefoil	Potentilla reptans	*	
Creeping Jenny	Lysimachia nummularia	*	
Creeping Soft-			
grass	Holcus mollis	*	
Creeping thistle	Cirsium arvense	*	
Creeping woodsorrel	Oxalis corniculata		
Creeping yellow			
cress	Rorippa sylvestris	*	
Crested Dog's-tail	Cynosurus cristatus	*	
Crosswort	Cruciata laevipes	*	BSBI
Curled dock	Rumex crispus	*	
Curled dock hybrid	Rumex x pratensis		
Curled dock hybrid	Rumex x sagorskii		
Curled dock hybrid	Rumex x schulzei		
Curved pondweed	Potamogeton crispus	*	
Cut leaved			
Cranesbill	Geranium dissectum	*	
Cut-leaved dead-			
nettle	Lamium hybridum	*	
Cyperus sedge	Carex pseudocyperus	*	
Daisy	Bellis perennis	*	



Dames Violet	Hesperis matronalis		
Dandelion	Taraxacum agg		
Danish scurvygrass	Cochlearia danica	*	
Dark Mullein	Verbascum nigrum	*	
Devil's-bit Scabious	Succisa pratensis	*	BSBI
Dewberry	Rubus caesius	*	
Dog-rose hybrid	Rosa canina group Pubescentes		
Dog-rose hybrid	Rosa canina group Dumales		
Dogwood	Cornus sanguinea	*	
Dogs Mercury	Mercurialis perennis	*	
Dotted Loosestrife	Lysimachia punctata		
Doves foot Cranes-			
bill	Geranium molle	*	
Downy Birch	Betula pubescens	*	
Dryads saddle	Polyporus squamosus		
Duck potato	Sangtoilia latifolia		
Dwarf mallow	Malva neglecta	*	
Dyers greenweed	Genista tinctoria	*	BSBI
Early Dog Violet	Viola riviniana	*	
		*	
Eastern rocket	Sisymbrium orientale		
Elder	Sambucus nigra	*	
Elmleaf blackberry	Rubus ulmifolius		
Enchanter's-			
nightshade	Circaea lutetiana	*	
English elm	Ulmus spp		
Evergreen			
Spindle	Euonymus fortunei		
European lime	Tillia x europea		
False brome	Brachypodium sylvaticum	*	
False fox Sedge	Carex otrubae	*	

False Oat-grass	Arrhenatherum elatius	*	
Fat hen	Chenopodium album	*	
Fennel Pondweed	Stuckenia pectinata		
Fern-grass	Catapodium rigidum	*	
Feverfew	Tanacetum parthenium	*	
Field Bindweed	Convolvulus arvensis	*	
Field forget me-not	Myosotis arvensis	*	
Field Horsetail	Equisetum arvense	*	
Field Madder	Sherardia arvensis	*	
Field Maple	Acer campestre	*	
Field Pansy	Viola arvensis	*	
Field peppergrass	Lepidium campestre	*	BSBI
Field rose	Rosa arvensis	*	
Field scabious	Knautia arvensis	*	BSBI
Field Wood-rush	Luzula campestris	*	
Fine-leaved			
Sheep's-fescue	Fescue filiformis		
Flattened meadow-			
grass	Poa compressa	*	
Flax	Linum usitatissimum		
Floating sweet grass	Glyceria fluitans		
Flowering-rush	Butomus umbellatus	*	
Fodder Vetch	Vicia villosa		
Foliage Beet	Beta vulgaris Ssp cicla		
Fools water cress	Helosciadium nodiflorum		
Fortune's Holly-fern	Cyrtomium fortunei		
Foxglove	Digitalis purpurea	*	
Fringed willowherb	Epilobium ciliatum		
Fringed water lily	Nymphoides peltata	*	BSBI
Fritillary	Fritillaria meleagris		
Garden Grape-			

hyacinth	Muscari armeniacum	
Garden Solomon's		
Seal	Polygonatum x hybridum	
Garlic Mustard	Alliaria petiolata	
Germander		
Speedwell	Veronica chamaedrys	*
Giant Fescue	Schedonorus giganteus	
Giant Hogweed	Heracleum mantegazzianum	
		*
Gipsywort	Lycopus europaeus	*
Goat willow	Salix caprea	*
Goats-beard	Tragopogon pratensis Ssp minor	
Goat's-beard hybrid	Tragopogon x mirabilis	
Goats-rue	Galega officinalis	
Goldilocks buttercup	Ranunculus auricomus	*
Gooseberry	Ribes uva-crispa	
Goosefoot	Lipandra polysperma	
Gorse	Ulex europaeus	*
Grass vetchling	Lathyrus nissolia	
Great Burnet	Sanguisorba officinalis	*
Greater burdock	Arctium lappa	*
Great Lettuce	Lactuca virosa	*
Great Mullein	Verbascum thapsus	*
Great Willowherb	Epilobium hirsutum	*
Great Yellow cress	Rorippa amphibia	*
Greater birds-foot-		
trefoil	Lotus pedunculatus	*
Greater celandine	Chelidonium majus	*
Greater duckweed	Spirodela polyrhiza	*
Greater periwinkle	Vinca major	

Greater plantain	<i>Plantago major</i>	*
Greater stitchwort	<i>Stellaria holostea</i>	*
Greek dock	<i>Rumex cristatus</i>	
Green alkanet	<i>Pentaglottis sempervirens</i>	
Green Amaranth	<i>Amaranthus hybridus</i>	
Green Bristle-grass	<i>Setaria viridis</i>	
Green Field-speedwell	<i>Veronica agrestis</i>	*
Grey Alder	<i>Alnus incana</i>	
Grey field-speedwell	<i>Veronica polita</i>	
Grey Poplar	<i>Populus x canescens</i>	
Grey Sedge	<i>Carex divulsa</i>	*
Grey Willow	<i>Salix cineria ssp oleifolia</i>	
Ground Elder	<i>Aegopodium podagraria</i>	*
Ground ivy	<i>Glechoma hederacea</i>	*
Groundsel	<i>Senecio vulgaris</i>	*
Guelder rose	<i>Viburnum opulus</i>	*
Guernsey fleabane	<i>Erigerons sumatrensis</i>	
Gypsywort	<i>Lycopus europaeus</i>	*
Hairy bittercress	<i>Cardamine hirsuta</i>	*
Hairy buttercup	<i>Ranunculus sardous</i>	*
Hairy Dog-rose	<i>Rosa corymbifera</i>	
Hairy sedge	<i>Carex hirta</i>	*
Hairy St. John's-wort	<i>Hypericum hirsutum</i>	*
Hairy tare	<i>Vicia hirsuta</i>	*
Hairy-brome	<i>Bromopsis ramosa</i>	*
Halberd leaved orache	<i>Atriplex hastata</i>	
Hard Rush	<i>Juncus inflexus</i>	*
Hard Shield-fern	<i>Polystichum aculeatum</i>	*
Hard-grass	<i>Parapholis strigosa</i>	*

Hart's Tongue	Asplenium scolopendrium	
Hawkweed		
Oxtongue	Picris hieracioides	*
Hawthorn	Crataegus monogyna	*
Hawthorn	Crataegus monogyna	
spp		
Hazel	Corylus avellana	*
Hedge Bedstraw	Galium album	
Hedge Bindweed	Calystegia sepium	*
Hedge mustard	Sisymbrium officinale	*
Hedge Woundwort	Stachys sylvatica	*
Hedgerow cranesbill	Geranium pyrenaicum	
Hemlock	Conium maculatum	*
Hemlock water		
dropwort	Oenanthe crocata	*
Hemp-agrimony	Eupatorium cannabinum	*
Herb robert	Geranium robertianum	*
Himalayan balsam	Impatiens glandulifera	
Himalayan Giant	Rubus armeniacus	
Hoary Cress	Lepidium draba	
Hoary Mustard	Hirschfeldia incana	
Hoary Ragwort	Jacobaea erucifolia	*
Hoary Willowherb	Epilobium parviflorum	*
Hogweed	Heracleum sphondylium	*
Holly	Ilex aquifolium	*
Honeysuckle	Lonicera periclymenum	
Hop	Humulus lupulus	*
Hornbeam	Carpinus betulus	*
Horse Chestnut	Aesculus hippocastanum	
Hop trefoil	Trifolium campestre	*
Hybrid black popular	Populus x canadensis	

Hybrid Bluebell	Hyacinthoides x massartiana	
Hybrid Campion	Silene x hampeana	
Hybrid Willow	Salix. Caprea x viminalis	
Hybrid Crack-Willow	Salix x fragilis sens lat.	
Hybrid D.		
carthusiana	Dryopteris x deweveri	
Hybrid Goat Willow	Salix x reichardii	
Intermediate		
Polypody	Polypodium interjectum	*
Italian lords-and-		
ladies	Arum italicum	*
Ivy-leaved cyclamen	Cyclamen hederifolium	*
Ivy leaved speedwell	Veronica hederifolia	*
Japanese		
honeysuckle	Lonicera japonica	
Japanese		
Knotweed	Reynoutria japonica	
Jersey cudweed	Helichrysum luteoalbum	
Jointed Rush	Juncus articulatus	*
Keel-fruited		
Cornsalad	Valerianella carinata	*
Knotgrass	Polygonum aviculare	*
Knotted Hedge-		
parsley	Torilis nodosa	*
Lady-fern	Athyrium filix-femina	*
Lady's bedstraw	Galium verum	*
Large bindweed	Calystegia silvatica	
Large bitter-cress	Cardamine amara	*
Large-flowered		
Evening Primrose	Oenothera glazioviana	

\*

Lesser celandine	Fiscaria verna		
Lesser Hawkbit	Leontodon saxatilis	*	
Lesser Periwinkle	Vinca minor	*	
Lesser Sea-spurrey	Spergularia marina	*	
Lesser Spearwort	Ranunculus flammula	*	BSBI
Lesser Stichwort	Stellaria graminea	*	
Lesser Swine-cress	Coronopus didymus		
Lesser trefoil	Trifolium dubium	*	
Little Robin	Geranium purpureum	*	
Lords and Ladies	Arum maculatum	*	
Love-in-a-mist	Nigella damscena		
Maidenhair			
Spleenwort	Asplenium trichomanes	*	
Maize	Zea mays		
Male fern	Dryopteris filix-mas	*	
Many flowered rose	Rosa multiflora		
Many-seeded			
goosefoot	Chenopodium polyspermum	*	
Marsh cudweed	Gnaphalium uliginosom		
Marsh foxtail	Alopecurus geniculatus	*	
Marsh Horsetail	Equisetum palustre	*	
Marsh-marigold	Caltha palustris	*	
Marsh Yellow-cress	Rorippa palustre		
Marsh thistle	Cirsium palustre	*	
Marsh woundwort	Stachys palustris	*	
Meadow Barley	Hordeum secalinum	*	
Meadow brome	Bromus commutatus	*	
Meadow buttercup	Ranunculus acris	*	
Meadow Crane's-bill	Geranium pratense	*	
Meadow Fescue	Schedonorus pratensis		
Meadow Foxtail	Alopecurus pratensis	*	

Meadow vetchling	Lathyrus pratensis	*	
Meadowsweet	Filipendula ulmaria	*	
Michaelmas-daisies	Aster novi-belgii agg		
Midland hawthorn	Crataegus laevigata	*	
Midland hawthorn			
hybrid	Crataegus laevigata x media		
Moschatel	Adoxa moschatellina	*	
Mouse ear-			
hawkweed	Pilosella officinarum	*	
Mugwort	Artemisia vulgaris	*	
Musk Mallow	Malva moschata	*	
Musk Stork's-bill	Erodium moschatum	*	
Narrow Buckler-			
fern	Dryopteris caudata		
Narrow leaved			
bitter cress	Cardamine impatiens	*	BSBI
Narrow leaved water			
dropwort	Oenanthe silaifolia	*	BSBI
Narrow-leaved			
Water-plantain	Alisma lanceolatum	*	
Nettle-leaved			
Bellflower	Campanula trachelium	*	
New Zealand			
Pigmyweed	Crassula helmsii		
Niger	Guizotia abyssinica		
Nipplewort	Lapsana communis	*	
Norway maple	Acer plantanoides		
Norway spruce	Picea abies		
Nuttall's waterweed	Elodea nuttalli		
Oat	Avena sativa		



Opium Poppy	Papaver somniferum	*
Opposite-leaved		
golden-saxifrage	Chrysosplenium oppositifolium	*
Orange Balsam	Impatiens capensis	
Oregano	Origanum vulgare	*
Orpine	Hylotelephium telephium	
Osier	Salix viminalis	*
Oval sedge	Carex ovalis	
Oxeye Daisy	Leucanthemum vulgare	*
Oxford Ragwort	Senecio squalidus	
Pale Persicaria	Persicaria lapathifolia	*
Parsley-piert	Aphanes arvensis	*
Peach	Prunus persica	
Pedunculate oak	Quercus robur	*
Pellitory-of-the-wall	Parietaria judaica	*
Pendulous Sedge	Carex pendula	*
Perennial rye grass	Lolium perenne	*
Perennial Sow thistle	Sonchus arvensis	*
Perforate St. Johns-		
wort	Hypericum perforatum	*
Petty Spurge	Euphorbia peplus	*
Pineapple weed	Matricaria matricariodes	
Pink-sorrel	Oxalis articulata	
Prickly lettuce	Lactuca serriola	*
Prickly Sow thistle	Sonchus asper	*
Primrose	Primula vulgaris	*
Procumbent		
pearlwort	Sagina procumbens	*
Purple Loosestrife	Lythrum salicaria	*
Purple Toadflax	Linaria purpurea	
Pyramidal Orchid	Anacamptis pyramidalis	*

Ragged Robin	Lychnis flos-cuculi		
Ramsons	Allium ursinum	*	
Raspberry	Rubus idaeus	*	
Rar's-tail Fescue	Vulpia myros		
Red Bartsia	Odontites vernus	*	
Red Campion	Silene dioica	*	
Red clover	Trifolium pratense	*	
Red Dead-nettle	Lamium purpureum	*	
Red fescue	Festuca rubra		
Red goosefoot	Chenopodium rubrum	*	
Red Oak	Quercus rubra		
Red Valerian	Centranthus ruber		
Red Currant	Ribes rubrum	*	
Redshank	Persicaria maculata		
Reed Canary-grass	Phalaris arundinacea	*	
Reed Sweet-grass	Glyceria maxima	*	
Reflexed Saltmarsh- grass	Puccinellia distans		
Remote Sedge	Carex remota		
Ribbed Melilot	Melilotus officinalis		
Ribwort Plantain	Plantago lanceolata	*	
Rose caesia x canina	Rosa x dumalis		
Rock crane's-bill	Geranium macrorrhizum		
Rosebay willowherb	Chamaenerion angustifolium		
Rose-of-Sharon	Hypericum calycinum		
Rough Hawkbit	Leontodon hispidus	*	
Rough Hawk's-beard	Crepis biennis	*	
Rough Mallow	Malva setigera	*	BSBI
Rough meadow- grass	Poa trivialis	*	

## Round-leaved

Crane's-bill	Geranium rotundifolium	*
Rowan	Sorbus aucuparia	*
Russian comfrey	Symphytum x uplandicum	
Salad burnet	Poterium sanguisorba	*
Scarlet pimpernel	Anagallis arvensis	*
Scented mayweed	Matricaria recutita	
Scentless mayweed	Tripleurospermum inodorum	*
Sea Beet	Beta vulgaris spp maritime	
Sea Club-rush	Bolboschoenus maritimus	*
Selfheal	Prunella vulgaris	*
Sharp-flowered rush	Juncus acutiflorus	*

## Sharp-leaved

Fluellen	Kickxia elatine	*
Sheep's fescue	Festuca ovina	*
Sheeps sorrel	Rumex acetosella	*
Shepherd's-purse	Capsella bursa-pastoris	*
Shining crane's-bill	Geranium lucidum	*
Short-fruited		
Willowherb	Epilobium obscurum	*
Silver birch	Betula pendula	*
Silverweed	Potentilla anserina	*
Slender Speedwell	Veronica filiformis	
Slender rush	Juncus tenuis	
Slender Trefoil	Trifolium micranthum	*
Smaller cat's-tail	Phleum bertolonii	
Small-flowered		
crane's-bill	Geranium pusillum	*
Small-leaved lime	Tillia cordata	
Smooth Brome	Bromus racemosus	*

## Smooth hawk's-

Beard	Crepis capillaris	
Smooth meadow		
Grass	Poa pratensis sens.lat.	
Smooth sow-thistle	Sonchus oleraceus	
Smooth tare	Ervum tetraspermum	
Sneezewort	Achillea ptarmica	*
Snowdrop	Galanthus species	
Summer Snowflake	Leucojum aestivum subsp pulchellum	
Soft brome	Bromus hordeaceus	*
Soft rush	Juncus effusus	*
Soft Shield Fern	Polystichum setiferum	*
Sorrel	Rumex acetosa	
Smooth hawk's		
beard	Crepis capillaris	*
Spear thistle	Cirsium vulgare	*
Spear-leaved		
orache	Atriplex prostrata	*
Spiked sedge	Carex spicata	*
Spindle	Euonymus europaeus	*
Spotted medick	Medicago arabica	*
Spring starflower	Ipheion uniflorum	
Spiked water-milfoil	Myosotis spicatum	
Square stalked		
willowherb	Epilobium tetragonum	*
Squirrel tail Fescue	Vulpia bromoides	*
St Johns wort	Hypericum perforatum	*
Sticky Mouse-ear	Cerastium glomeratum	*
Stingless Nettle	Urtica ssp galeopsifolia	BSBI
Stinking chamomile	Anthemis cotula	*
Stinking iris	Iris foetidissima	*
Stone Parsley	Sison amomum	*

Stonewort	Chara ssp.		
Striped weeping			
sedge	Carex oshimenensis		
Subterranean clover	Trifolium subterraneum	*	
Sun Spurge	Euphorbia helioscopia	*	
Sunflower	Helianthus annus		
Sweet Chestnut	Castanea sativa	*	
Sweet-briar	Rosa rubiginosa	*	
Sweet vernal grass	Anthoxanthum odoratum	*	
Sweet violet	Viola odorata	*	
Sweet violet hybrid	Viola odorata alba		
Swine-cress	Lepidium coronopus		
Switchgrass	Panicum virgatum		
Sycamore	Acer pseudoplatanus		
Tall Fescue	Schedonorus arundinaceus		
Tansy	Tanacetum vulgare	*	
Thale cress	Arabidopsis thaliana	*	
Three-nerved			
sandwort	Moehringia trinervia	*	
Thyme leaved			
Speedwell	Veronica serpyllifolia		
Timothy	Phleum pratense	*	
Toad Rush	Juncus bufonius	*	
Tomato	Solanum lycopersicum		
Trailing St.John's-			
wort	Hypericum humifusum	*	
Trailing Tormentil	Potentilla anglica	*	BSBI
Traveller's-joy	Clematis vitalba	*	
Trifid Bur-marigold	Bidens tripartita	*	
True fox sedge	Carex vulpina	***	BSBI
Tuberous Comfrey	Symphytum tuberosum		

Turfed forget-me-not	Myosotis laxa	*
Tufted Hair-grass	Deschampsia cespitosa	*
Tufted Vetch	Vicia cracca	*
Turnip	Brassica rapa	*
Tutsan	Hypericum androsaemum	*
Unbranched Bur-reed	Sparganium emersom	
Upright Hedge parsley	Torilis japonica	*
Vervain	Verbena officinalis	*
Vipers Bugloss	Echium vulgare	*
Wall barley	Hordeum murinum	*
Wall Speedwell	Veronica arvensis	*
Wall-rue	Asplenium ruta-muraria	*
Walnut	Juglans regia	
Water bent	Polypogon viridis	
Water Chickweed	Stellaria aquatica	
Water Dock	Rumex hydrolapathum	*
Water Fern	Azolla filiculoides	
Water figwort	Scrophularia auriculata	*
Water forget-me-not	Mysotis scorpiodes	
Water Mint	Mentha aquatica	*
Watercress	Nasturtium microphyllum	
Water-pepper	Persicaria hydropiper	
Water plantain	Alisma plantago aquatica	
Water-starwort	Callitriche stagnalis	*
Wavy bittercress	Cardamine flexuosa	*
Wayfaring tree	Viburnum lantana	*
Weeping willow	Salix babylonica	
Weld	Reseda luteola	*
White Campion	Silene latifolia	*

White Clover	Trifolium repens	*	
White Dead-Nettle	Lamium album	*	
White Mallow	Malva moschata alba		
White Poplar	Populus alba		
White Water-lily	Nymphaea alba	*	
White melilot	Melilotus alba		
White Water lily	Nymphaea alba	*	
White Willow	Salix alba	*	
Wild angelica	Angelica sylvestris	*	
Wild Carrot	Daucus carota	*	
Wild Cherry	Prunus avium	*	
Wild mignonette	Reseda lutea	*	
Wild Onion	Allium vineale	*	
Wild Plum	Prunus domestica		
Wild Privet	Ligustrum vulgare	*	
Wild Strawberry	Fragaria vesca	*	BSBI
Wild Teasel	Dipsacus fullonum	*	
Winter-cress	Barbarea vulgaris	*	
Wood Anemone	Anemone nemorosa	*	
Wood Avens	Geum urbanum	*	
Wood Club-rush	Scirpus sylvaticus	*	
Wood Dock	Rumex sanguineous		
Wood Forget-me			
-not	Myosotis sylvatica	*	
Wood meadow			
grass	Poa nemoralis	*	
Wood Sage	Teucrium scorodonia	*	
Wood-sedge	Carex sylvatica	*	
Wood Speedwell	Veronica montana	*	
Yarrow	Achillea millefolium	*	

Yellow archangel	Lamiastrum galeobdolon	*	
Yellow archangel			
variegated	Lamiastrum galeobdolon spp		
Yellow iris	Iris pseudacorus	*	
Yellow loosestrife	Lysimachia vulgaris	*	
Yellow-rattle	Rhinanthus minor	*	
Yellow Water-lily	Nuphar lutea	*	
Yew	Taxus baccata	*	*
Yorkshire-fog	Holcus lanatus	*	]

## **MAMMALS**

## **IMPORTANCE**

Common name	Scientific name	International/ European	National	Regional/ Local
Badgers	Meles meles	*	**	
Brandt's Bat	Myotis brandtii	***	***	
Brown Long Eared Bat	Plecotus auritus	***	*****	*
Brown Rat	Rattus norvegicus	*	*	
Daubentons bat	Myotis daubentonii	***	***	
Field Mice	Apodemus sylvaticus	*		
Fox	Vulpes vulpes		*	
Grey Squirrel	Sciurus carolinensis			
Hedgehog	Erinaceus europaeus	*	****	*
Mink	Mustela vison			
Mole	Talpa europaea		*	
Nathusius Pipistrelle Bat	Pipistrellus nathusii	***	***	
Natterer's Bat	Myotis nattereri	***	***	
Noctule Bat	Nyctalus noctula	***	***	*
Pipistrelle Bat 45kHz	Pipistrellus pipistrellus	****	**	
Pipistrelle Bat 55kHz	Pipistrellus pygmaeus	***	***	*



Rabbit	Oryctolagus cuniculus	*	**
Roe Deer	Capreolus capreolus	*	*
Serotine Bat	Eptesicus serotinus	***	***
Shrew Common	Sorex araneus	*	*
Shrew Pygmy	Sorex minutes		
Shrew Water	Neomy fodiens		
Stoat	Mustela erminea	*	*
Vole Bank	Clethrionomys glareolus		
Whiskered or			
Brandt's Bat	Myotis mystacinus or		
	Myotis brandtii	***	***
Weasel	Mustela nivalis	*	*

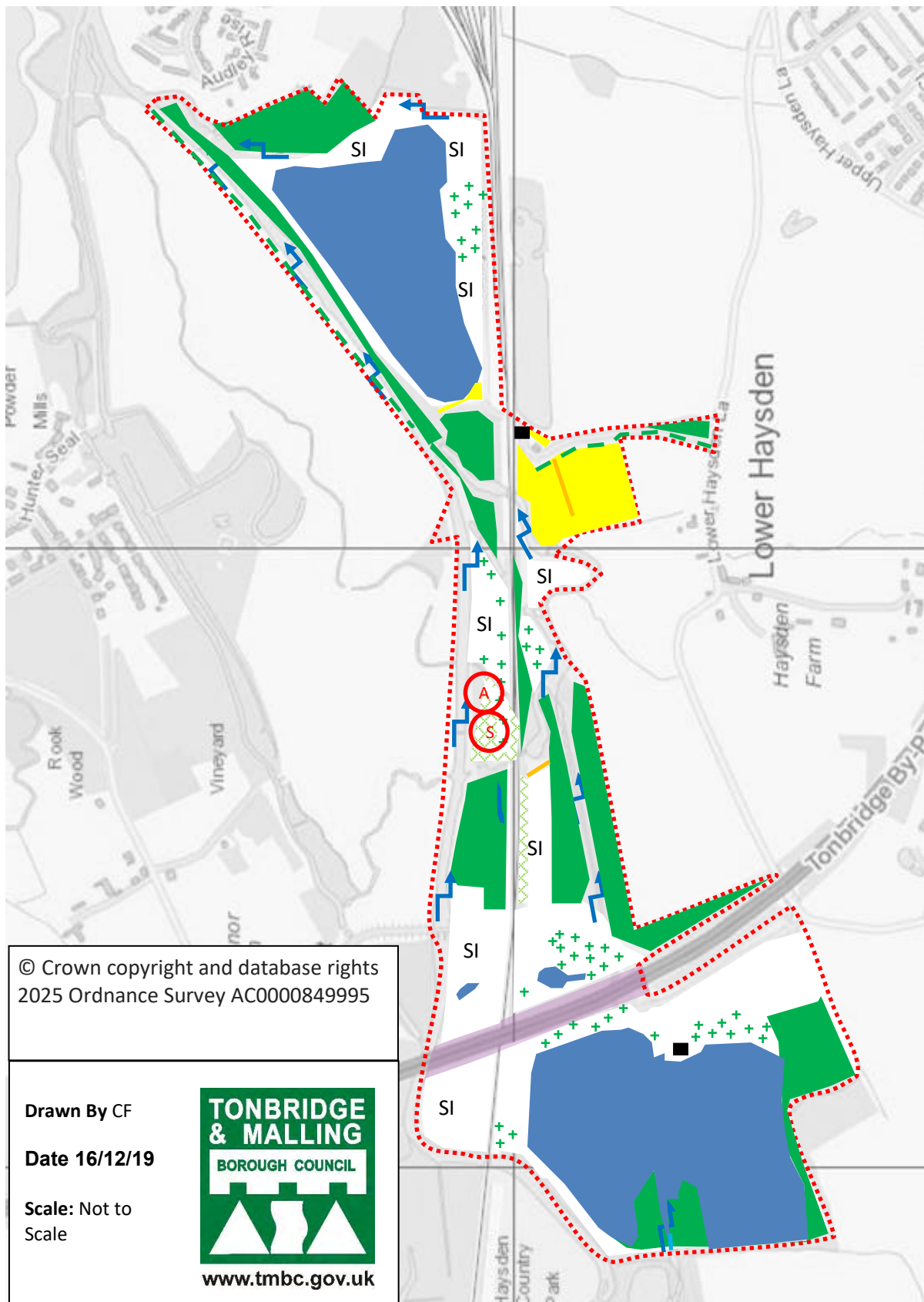
## **REPTILES**

## **IMPORTANCE**
















Common name	Scientific name	International/			Regional/
		European	National	Local	
Common Lizard	Zootoca vivipara	*	***	*	
Grass Snake	Natrix natrix				
Slow Worm	Anguis fragilis	*	****		

## Appendix 9

### Phase 1 Habitat survey

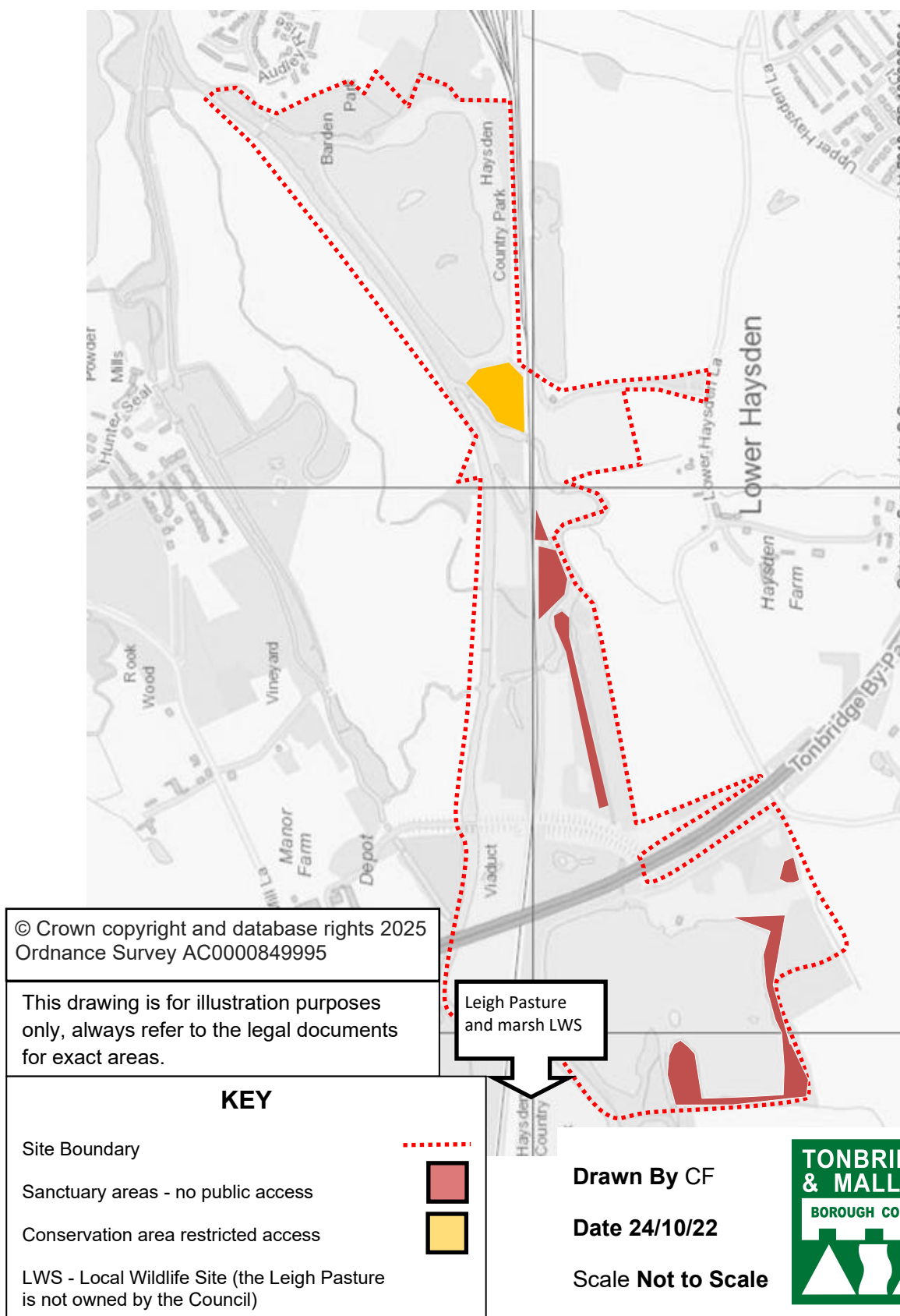


# Key to the phase 1 habitat survey of Haysden Country Park

Woodland - semi natural			Hedge and trees - species poor	
Scrub - continuous			Dry ditch	
Scrub - scattered				
Water				
Swamp vegetation			Target notes (for some key species found)	
Running water			Grass snake	Around running water
Amenity grassland			Bats	Along the river
Grassland semi improved	SI		Slow worms	
Introduced shrub			Ant hills	
Hedge - native species rich				
Intact hedge - species poor				
Defunct hedge - species poor				

## Appendix 10

### Land tenure map



## Statutory legal Acts

Within the plan we have indicate where specific legal requirements apply. There are a diverse range of laws that can be applied to the management of public open spaces and below are some of the more typical statutory powers that may be applied when providing public services. As a local authority the Council also has numerous legal powers under various Local Government Acts of parliament and so this list is not intended to be exhaustive but shows the general scope of laws that may be applied.

Anti-Social Behaviour, Crime and Policing Act 2014, under which Powers we created The Public Space Protection Orders

Cleaner Neighbourhoods Environment Act 2005

Countryside Acts 1968, 1981

Control of Substances Hazardous to Health (COSHH) 2002 Amended

Dangerous Dogs Act 2023

Dogs Protection of Livestock Act 1953

Equities Act 2010

Environmental Protection Act 1990

Environmental Improvement Plan Act 2023

Food Safety Act 1990

Food Standards Act 1999

Health and Safety at Work Act (HASAW) 1974 Etc.

Health and Safety (First Aid) Regulations 1981 etc

Data Protection Act 2018

Dangerous Dogs Acts1991 Amended 1997

Control of Pesticides Regulations (COPR) 1986

The Care Act 2014

The Children's Act 1989

The Control of Dogs Order 1992

The Dangerous Dogs (Amendment) Act 1997

The Health and Safety (Safety Signs and Signals) Regulations 1996

The Management of Health and Safety at Work Regulations 1999 (Previously 1992)

The Health and Safety (First Aid) Regulations 1981

Pests Act 1954

Personnel Protective Equipment at Work Regulations 1992

Public Health Act 1936

Litter Act 1983

Local Government Acts

National Parks Access to the Countryside Act 1949

Natural Environment & Rural Communities Act 2006

Occupiers Liability Acts 1999 Etc

Open Spaces Act 1906

Procurement Act 2023

Protection of Badgers Act 1992

Ragwort Control Act 2003 created the guidance Code of Practice on Ragwort Control

River Medway (Flood Relief) Act 1976

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013

Ragwort Control Act 2003

Town and Country Planning Acts

Weeds Act 1959

Wildlife and Countryside Act 1981 etc.

Workplace (Health, Safety and Welfare) Regulations 1992

Note: This authority is not the Highway Authority for the district that duty falls to Kent County Council so powers relating to Public Rights of Way where they exist in the park can only be applied by Kent County Council.

## Appendix 11

Park budget		
	Estimate based on 2024/25  £	Notes
<b>EXPENDITURE</b>		
Salaries & on-costs	43,450	Officer time
Building repairs expenditure	3,200	Toilet block.
Maintenance of grounds	8,950	Non-contractual grounds maintenance, fencing repairs, tree work, spare parts, tools, servicing, water sampling, path and other site repairs.
Electricity charges	6,500	
Water charges	3,700	
Sewerage disposal etc.	2,650	Tank emptying
Toilet cleaning & domestic supplies	17,650	Toilet cleaning
Premises insurance	200	
Purchases - Equipment, furniture & materials	2,850	All other expenditure
Maintenance general	2,500	
Protective clothing	50	
Security services - cash collection	1,850	
Trade refuse charges	800	Litter disposal
Dog bin emptying	400	
Gates and security	7,750	Gate, toilet opening and closing & related duties
Events	300	Fees for admin
Pest control	1,400	Rabbit and rodent control.

Litter collection	6,900	Litter bin emptying, litter picking, fly tipping removal and abandoned car disposal.
Advertising	450	Leaflet printing, or Green Flag Award fee.
Grounds maintenance contract	31,900	
Information technology	1,750	Central office costs allocated over all Council facilities.
Central salaries & administration	2,950	
Departmental administration	20,750	
Non-current asset depreciation	34,400	
<b>Total</b>	<b>203,300</b>	
<b>INCOME</b>		
Car parking fees (pay and display and RINGO)	(82,500)	
Car park season tickets	(11,000)	
Rights over water	(6,800)	Sailing, fishing, triathlon swimming
Miscellaneous	(9,900)	Mobile refreshment service, educational visits, Nordic walking, flyball.
Total Income	(110,200)	
<b>Net expenditure</b>	<b>93,100</b>	



**Appendix 11**

<b>Past projects and investments (2020 - 2024)</b>			
<b>Year</b>	<b>Project</b>	<b>Donor or funder</b>	<b>Value of funding</b>
2020	Sponsored seat	Private donor	£1,400
2020	Replacement sewage system plant for the toilets	Council	£130,000
2020	Replacement roof for the building and internal decoration	Council	£5600
2020	Replacement angling swim construction, and removal of old platforms phase 1	TD Angling Society	In kind
2020	Donation of 480 trees	Woodland Trust	Free of charge
2020	8 New pedestrian entrance signs materials only made by the rangers	Council	£600
2021	Repair of car parks	Council	£2,300
2021	Revetment work at Barden Lake	HCPV, Tonbridge School volunteer day	£1000
2021	7 Sponsored seats and one rabbit totem	Private donors	£11,400
2021	Replacement of junior multi play unit and surfacing and swing surfacing	Community funding covid recovery	£28,000
2021	Donation of 374 trees	Woodland Trust	Free of charge
2021	Replacement of bridge sign	Waitrose Partners via the HCPV	£750
2021	Replaced signage on cycle	Council	£500

	route		
2021	Replacement angling swim construction, and removal of old platforms phase 2 Barden Lake	TD Angling & Fish Preservation Society	In kind
2021	Security upgrades at the park	Council	£4,600
2021	Handrail for The Shallows bridge	Council	£3000
2021	Surface water drain for far end of the main car park to reduce flooding	Council	£3,500
2021	10 Replacement litter bins	Council	£2,300
2022	Replacement leaflet holder on main noticeboard	Waitrose Partners via the HCPV	£750
2022	Revetment work at Barden Lake	HCPV, Tonbridge School volunteer day	£1000
2022	5 Sponsored seats	Private donors	£7,700
2022	Car park surfacing	Council	£3,100
2022	Find my Way virtual orienteering courses, using the smartphone app MapRun6	Sports England via British Orienteering delivered by Dartford and Saxons Orienteering Clubs	In kind
2023	Sharpe's bridge replacement	Kent County Council - a Public Rights of Way asset	£98,000
2023	Botany pond wildlife survey and clearance of vegetation around the pond	Environment Agency Biodiversity offset for the Leigh Barrier scheme	Unknown

2023	Tree planting around the bat cave	As above Biodiversity offset for the Leigh Barrier scheme	Unknown
2023	Donation of 210 seedling trees	Woodland Trust	Free of charge
2023	Beattie bank wildflower seed	HCPV	£100
2023	Revetment work at Barden Lake to protect the bank	HCPV, Tonbridge School volunteer day	£1000
2023	Great crest newt pond survey	Kent Reptile and Amphibian and Group	In kind
2023	Reed bed planting Haysden Water nature reserve	Council Climate change funding	£1000
2023	Car park relining out bays and drive markings	Council	£1,200
2023	External painting of toilet block front	Council	£650
2023	2 Water saving urinals replacements fitting in men's toilets	Council	£1,200
2023	2 Sponsored seats	Private donors	£3,700
2023	Go Jaunty app free walks setup by volunteers	HCPV	In kind
2023	Independent market survey of visitors	Council	£3,700
2023	Replacement angling swim construction, and removal of old platforms phase 1 Haysden water Lake	TD Angling & Fish Preservation Society	In kind
2020-2024	Annual botanical surveys of the park	HCPV, Kent Botanical recording group	In kind
2020-2024	Annual Breeding Birds	HCPV	In kind

	Survey		
2020-2024	Bat Surveys of the park and Bat Cave	HCPV, Kent Bat Group	In kind
2024	3 Replacement picnic tables	Council	£3,200
2024	4 Replacement litter bins	Council	£1,260
2024	Xylophone and rainmaker musical instruments accessible play equipment	Council	£3000
2024	Independent access audit of the park	Council	£2,400
2024	Planting lake edge and fence protection around Barden Lake	Tonbridge School, HCPV and Council	£1,200
2024	1 Sponsored seats	Private donor	£2,800
2024	Replacement angling swim construction, and removal of old platforms phase 2 Haysden water Lake	TD Angling & Fish Preservation Society	In kind
		<b>TOTAL</b>	<b>£328,710.00</b>

## ***Appendix 12***

# **Annual Action Plan**

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## ***Appendix 13***

### Interpretation and marketing Plan

# Interpretation and Marketing Plan

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<b>2.0 Principles of interpretation</b>	<b>vii</b>
This section explains and illustrates the established principles of interpretation.	
<b>3.0 Methods of interpretation</b>	<b>viii</b>
This section explains the methods of interpretation available to us.	
<b>4.0 Where are we now?</b>	<b>xvii</b>
This section describes the current situation, at the time the plan was written.	
<b>5.0 Where do we want to get to?</b>	<b>xxi</b>
This section explains our vision for the park.	
<b>6.0 How will we get there?</b>	<b>xviv</b>
This section sets out how we are going to achieve our aims and objectives.	
<b>7.0 How will we know when we have arrived?</b>	<b>xxv</b>
The final section of the plan looks at how we will track progress and how the Plan might be updated.	
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## 1.0 Introduction

Interpretation is the process of communicating ideas and information to people, and follows established principles used throughout the world. Planning is the foundation of all good interpretation, which is why many people start their interpretation project with an Interpretation Plan. It establishes why you are doing your project, who you are doing it for, what you are going to interpret and how you manage and review progress. Marketing is about how you tell people about your facilities, and so is closely related to interpretation.

### Background

Haysden Country Park is a well-used park, located on the outskirts of Tonbridge, consisting of a wide range of different wildlife habitats; it is both a Local Nature Reserve, and Site of Nature Conservation Interest. The park is used by the public for a variety of activities, including dog walking, walking in the countryside, playing in the children's play area, sailing, fishing etc.

The park holds the national Green Flag Award and is an Accredited Country Park under Natural England's scheme. It was recommended by the Green Flag Award judges in 2008 that the park needed an Interpretation Plan 'to improve access to information and the way this is provided'. This recommendation was first added to Haysden Country Park Management Plan in 2010-2014 and has since remained part of the Plan. (Interpretation is also a criterion in the Country Parks Accreditation Scheme.)

### Marketing

Marketing is made up of product, placement, and price. Our product in this case is the Country Park and this has been described at the beginning of this document.

### Market placement

Haysden Country Park is the only country park, and one of the largest public open spaces in Tonbridge (the nearest large open space being Tonbridge Racecourse Sportsground which caters for a different market). The park's market position therefore attracts visitors, not only from Tonbridge but from the surrounding area, including some visitors from outside the Borough boundary.



## Branding

The Council's logo must be included on the bottom right-hand side on all printed material including signage. The Green Flag Award logo and Country Parks Accreditation logo should also be included, where practical, on printed material and entrance signs, as this shows the high quality of the facility. Further guidance on sizes, layout and colour palettes are available in the Council's Communications Strategy, from the organisers of the Green Flag Award, and from Natural England for the Country Parks Accreditation Scheme. The country park does not have a logo.



The style and presentation of park's layout and park furniture (signage, seats, bins etc.) also plays a part in the way that the park is presented and perceived by the public. A unified style of park furniture presents an orderly approach which gives a brand to the park and aids the maintenance and management of the furniture. There are many benefits of having a style guide for the park, but we must also consider that there will be new products coming onto the market that may be of benefit to the public using the park, and we must therefore be careful to balance the desire for branding with the need for future innovation. The style guide will therefore need to be reviewed every few years to ensure that it remains fit for purpose. **Annex 5** gives some guidelines on our approach.

## Public relations

The Council's Media and Communications Team issues news releases and photo calls to the media about the park as the need arises.

## Market surveys

The Council carries out market surveys every five years, the last was in 2023 and the next is due in 2028. Whilst a survey of 400 users is adequate for analytical purposes it is no more than a snapshot of users (in terms of patterns of use) on the days and times of the interview. Surveys at Haysden Country Park have customarily been conducted in the school summer holidays so comparison with previous surveys can be made where questions are identically framed.



The survey results indicate who our visitors are, and some areas for improvement. At present little is known about patterns of use because market surveys are carried out too infrequently. Information on usage, all be it limited, is available on car park ticket sales for the main car park. This will indicate the number cars using the car

park. **Project 55** of this management plan would also investigate the feasibility of installing visitor counters which could determine patterns of visitor use.

### Visitor profile

The primary audience for the park is local people, but the fact also needs to be recognised that people are travelling from further afield to visit the park. The 2023 market survey indicated that 42% lived within 2 miles of the park.

The gender mix from market surveys also indicated 68% female 32% male. The age of users: it is more difficult to establish the age groups of users, although the age group under sixteen was the highest in the survey at 37%. 62% of visitors had children in the group. In terms of ethnic diversity, the survey at the park indicated that most visitors were white British.

### Disabled visitors

The park provides some specific disabled facilities like a toilet, fishing platforms and access to a viewing area for Barden Lake. 5% said they had a disability limiting their health. Access Audits have been carried out in the park in 2003 and repeated in 2010, 2014, 2018 and 2024. These included a site visit, and cover marketing materials, interpretation and other topics (see **Appendix 4**).



### Potential future visitor profile

There is potentially a very wide audience for interpretation information from: young people, less able users; regular users and club users. We need to target some of these, and different types of messages will be needed for different groups of users.

### Price

Facilities are provided free of charge at the point of use for the general public with the exceptions of car parking and activity charges. Charges are also made for commercial events, and for licensing/lease arrangements. All charges are market tested and felt to be competitive in the marketplace; income raised is offset against expenditure in the park.








### Marketing segmentation

The market surveys and Management Plan for the site have helped identify and define the potential audience for the interpretation of the park and by understanding our visitors needs we can tailor the interpretation to meet these. The segmentation the park's market is shown on the next page.

<p><b>Local People</b></p> <ul style="list-style-type: none"> <li>• Living within Tonbridge and surrounds</li> <li>Landowners and managers</li> <li>• Regular repeat visitors</li> <li>• Local businesses (accommodation providers, tourism businesses owners)</li> </ul>	<p><b>Visitors</b></p> <ul style="list-style-type: none"> <li>• Day visitors</li> <li>• Longer holiday visitors Families with young children</li> <li>• People staying with friends of relatives People using local hotels, B&amp;Bs etc.</li> <li>• Overseas visitors</li> </ul>
<p><b>Education and young people</b></p> <ul style="list-style-type: none"> <li>• Undergraduates 'A' level students</li> <li>• Primary and secondary school students</li> </ul>	<p><b>Visitors with special needs</b></p> <ul style="list-style-type: none"> <li>• Visitors with mobility, sight, hearing, communication and learning impairments</li> </ul>
<p><b>Special interest visitors</b></p> <ul style="list-style-type: none"> <li>• Research students Wildlife groups</li> <li>• Event organisers</li> </ul>	<p><b>Activity visitors</b></p> <ul style="list-style-type: none"> <li>• Dog walkers</li> <li>• Sailing club members and visitors Angling Society members and visitors Horse riders, cyclists, canoeists, walkers</li> </ul>

## 2.0 Principles of interpretation

Because interpretation is a much-misunderstood subject, the next section explains and illustrates the principles of interpretation. These standards were established in the United States of America National Parks Service but are now acknowledged and well established worldwide. The basis of all good interpretation is useful information, but interpretation is not about just providing facts, information must be presented in a memorable and pleasurable way. It should encourage visitors to identify with the topic, mean something to them, and leave them wanting to find out more. The overriding aim of interpretation is to present the whole picture, a proven effective way of presenting interpretation is to use the formula Provoke, Relate, and Reveal.

	<p>The core and acknowledged principles (Tilden 1977 et al) of interpretative communication are three-fold:</p>
	<p><b>Provoke</b> - This is what makes interpretation different from just 'information' is that it should provoke thought, new ideas, curiosity, interest and even discussion. Your interpretation also needs to provoke people's attention to ensure they read your panel, attend your guided walk or pick up your leaflet</p>
	<p><b>Relate</b> - To be effective, interpretation must be meaningful i.e. speaking the same language as your audience and be personal, linking it to visitor's own lives. If your message or story does not relate to the everyday lives of your audience, it will be meaningless to them.</p>
	<p><b>Reveal</b> - It is the revelation that separates interpretation from other communication. Interpretation should reveal a new insight into what makes a place or object special, so that your audience walks away thinking 'ah, I never knew that' or 'now I understand'.</p>
<p>It is also usual for interpretation to convey a message following a theme.</p>	
	<p>A theme organises ideas and makes sure that visitors remember the facts, like the way a musical score that brings together notes into a tune. Research shows for communication to be effective it should be enjoyable, relevant, organised and if we want it to be interpretive, it must convey a message or theme.</p>

### 3.0 Methods of interpretation

There are many ways of achieving interpretation, and in this section the following common methods are explained with their advantages and disadvantages.

- Personnel interpretation
- Printed interpretation
- Interpretation panels
- Creative on-site Interpretation
- Digital interpretation
- Visitor Centre/ Interpretation Centre

**Personal Interpretation** – This is when visitors ‘see’ or ‘meet’ someone face-to-face like a ranger to give a talk. Examples of personal interpretation include guided walks, storytelling, costumed actor interpreters, events and activities and ‘street’ theatre.

#### Advantages

- the most effective form of interpretation very effective for orientating visitors.
- brings history to life.
- can be tailored to a specific audience or age group.
- on the spot answers to questions
- forms a memorable experience

#### Disadvantages

- needs skilled interpreters.
- expensive to run - staff time.
- weather dependent
- needs good advertising.
- needs forward planning



**Printed Interpretation** – This aspect includes leaflets, publications, trail guides, indoor and outdoor panels and exhibitions. Published material must be written in Plain English (aim at the age group 9-12 years for easy reading) and have a contrasting background colour to aid those visually impaired. For more guidance see the Council Communication Policy, and information from the Sensory Trust, Fieldfare Trust and the BT Access for All Guide. The accessibility of the printed interpretation such as colour contrast should be taken into consideration at an early stage.

### Advantages

- relatively cheap to produce.
- no specialist equipment needed.
- mobile makes it easier for visitors to carry and find their way around the site.
- ease of distribution.
- can be readily available to visitors both on and off site.

### Disadvantages

- needs good design to be eye catching.
- leaflets can become litter.
- visitors only retain 30% of what they read.
- some people may have reading difficulties.



**Interpretation panels** – These can be used to orientate visitors by using maps and could include tactile elements, Braille writing or textures. The written element should be short and to the point. These panels can be installed as a lectern; or upright; cut into shapes; and mounted in various ways. People tend to read signs very quickly taking in only the bare facts. They must therefore be attractive, brief, clear and accessible.

### Advantages

- can located panel where the topic needs discussing.
- good for providing drawings/ photos.



Leybourne Lakes Country Park

### Disadvantages

- expensive to produce.
- can go out of date, cannot update.
- can be intrusive in the landscape.
- some messages are seasonal.
- maps maybe difficult for the public to follow.
- vulnerable to vandalism.
- only one shot at explaining the topic.

**Interactive Interpretation** – Includes two and 3D installations such as seating, sculpture and specially designed waymarking, and hands-on displays. Can incorporate creative use of the arts such as design and sculpture.



National Wildflower Centre



Stag beetle



### Advantages

- can improve the appearance of site and bring a topic to life.
- can use local or natural materials.
- can add tactile and visual elements.
- increases the sensory richness of site.
- temporary displays are possible using recycled materials.
- can involve the user in problem solving

### Disadvantages

- can be vulnerable to vandalism.
- can be intrusive in the landscape.

**Digital audio interpretation** – This covers devices like mobile phones and audio based material including: audio guides, iPods (MP3 and iPod formats See **Annex 3**), these are usually downloaded using a computer in advance of the visit via the internet. They can be used to display location based: images, video, (smartphones only) for storytelling, and sound effects. 12% of country parks are now using mobile apps (Visit Britain survey 2024)



### Advantages

- mobile systems like MP3, iPod and smartphone apps, can be carried around the site to where the topic needs interpreting.
- should appeal to a younger audience.
- should appeal to the visually impaired.
- the MP3 medium using apps is becoming more widely used in outdoor and indoor facilities for trails.
- can be less intrusive in the landscape than signs.
- on some devices can use voices, and sound effects, photographs, and video to help tell a memorable story.
- ownership of technology is increasing.
- sound posts do not involve reading.
- brings the interpretation into the 21<sup>st</sup> century.
- the most expensive element cannot be damaged.
- headphones are used so not intrusive to other users

### Disadvantages

- audio recording is expensive to produce.
- audio recording needs a skilled professional to record and setup.
- you only get the one shot at recording the audio.
- can quickly go out of date.
- users need to be confident with the technology.
- users need access to a computer to view and download.
- mobile phone signal maybe poor





**Digital quick response code interpretation** – Quick response (QR) codes are like a bar code. By scanning the code, the content from the website is displayed on a smartphone. The trail can contain fascinating facts (audio), still images and recordings of wildlife and soundtracks which can be listened to during the walk.

Quick Response code example



### Advantages

- information can be readily and easily updated so is not fixed like a sign.
- should appeal to a younger audience.
- can be less intrusive in the landscape than signs.
- can have a piece of writing, and picture on site that grabs attention and more information available online.
- encourages users to interact and enable them to find out more if they want to
- not expensive to replace if damaged.
- headphones are worn so not intrusive to other visitors.
- the least expensive option
- Information on the website can easily be updated.



### Disadvantages

- can go out of date.
- users need to be confident with the technology.
- users need access to a smartphone.
- mobile phone signal can be poor.



**Digital and augmented reality interpretation** – This section Covers smartphone apps, for augmented reality games, GPS quizzes, treasure hunts, scavenger hunts, and immersive education. The activities are led by the app and triggered when you arrive at a particular geographical location. They can be walks, orienteering, text, video, audio or still images. An app is downloaded in advance of a visit onto your smartphone via a computer from a website. The use of mobile apps is becoming more common with 12% of country parks now using this medium according to The Visit Britain visitor attraction survey 2024.



### Advantages

- smart phones, can be carried around the site to where the topic needs interpretation.
- should appeal to a younger audience.
- augmented reality medium is becoming more widely used in outdoor and indoor facilities for trails.
- may drive visitor numbers upwards.
- can be less intrusive in the landscape than signs.
- can use voices, and sound effects, photographs and video to help tell a memorable story.
- ownership of technology is increasing.
- brings the interpretation into the 21<sup>st</sup> century.
- cannot be damaged as no infrastructure on site.
- Some apps once downloaded do not need a signal to operate

### Disadvantages

- setting up the apps needs a skilled professional to record and setup.
- you only get the one shot at recording the audio.
- can go out of date
- users need to be confident with the technology.
- expensive to produce.
- users need access to a computer to view and download.
- mobile phone signal poor



**Digital audio posts interpretation** – This section covers providing an audio post or seat at fixed points around a site. These have pre-recorded audio on them that playback as a visitor goes near them or presses a button. They can be used for oral history, storytelling and sound effects.



#### **Advantages**

- should appeal to a younger audience
- can be less intrusive in the landscape than signs
- can use voices, and sound effects to help tell a memorable story
- brings the interpretation into the 21<sup>st</sup> century
- can be powered by solar energy as this one below

Audio post example

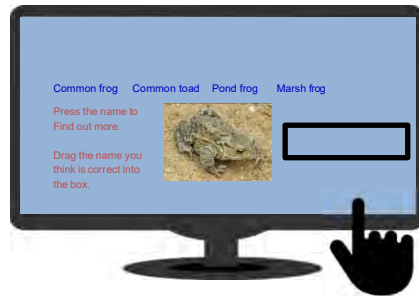


#### **Disadvantages**

- you only get the one shot at recording the audio
- can go out of date
- can easily be damaged and vandalized
- costly if electricity is needed to power them
- can be noisy for other users

**Digital visual displays** – Display screens linked to computer programs can both play video, or act as interactive touch screens can lead visitors through a story.

Can you name this animal?



### Advantages

- should appeal to a younger audience
- may drive visitor numbers upwards
- can create a memorable story
- allows visitors to interact with the story
- allows visitors to discover and explore the story
- brings interpretation into the 21st century
- equipment can be reused for another presentation

### Disadvantages

- can be damaged
- you only get one shot at setting this up
- expensive to produce
- the story can go out of date

**Visitor Centre/ Interpretation Centre** – Most visitors have now come to expect a visitor centre in country parks, to tell the story of the place and develop an understanding and appreciation of that place. Leaders in the UK field like National Parks and the National Trust now offer these at most sites. Locally there are many examples where Kent County Council has built visitor centers at many of their country parks in Kent. The latest Market Survey at the park indicates that visitors wanted an undercover area of seating for the café but that a visitor center was less desirable.

In terms of interpretation and educational use, a visitor center is the typical solution. Ideally, to take full advantage of this facility, an educational officer would also be employed. The visitor center opens up opportunities to display exhibitions of material not practical outside, give talks, slide shows and films; telling the story of the park and countryside, which could also be achieved with illustrations, models, artefacts and fixed exhibits. Successful centers have a range of media and interactive displays, to engage the visitor and influence their actions, but also have proactive staff involvement with the visitors. The majority of visitor centers also include toilets and undercover seating for refreshments, which also encourages year round visits. Many are also exemplars of good building practice, with sustainable living features such as solar power and log burning heating.

If the building was designed as a flexible space with few fixed internal walls, the space could also be put to a variety of other uses including temporary and permanent exhibits; to hold programmes of education and other activities for young people and adults; and as a meeting room to hold talks but also for public hire for other events.



Reculver Country Park, Kent

#### Advantages

- increases opportunities for educational visits from schools.
- year-round visits practical
- opens opportunities to display interactive hands-on exhibitions.
- practical to show slides and films.
- can meet the needs of a wider variety of audiences.
- less-able visitors can still appreciate the park (equality of access)
- provides shelter from the weather.
- a sustainable building could be used as an exemplar for sustainable building a multi - functional building.
- could include toilets, and year-round catering with undercover seating for refreshments

#### Disadvantages

- expensive to provide a building.
- increased costs of overheads and utilities
- fitting out the building, can also be expensive.
- Planning Permission is required.
- can become the main attraction

## 4.0 Where are we now?

This section of the Plan describes the current situation at Haysden Country Park at the time the plan was written. It sets out where we are now and indicates which themes this covers.

As stated earlier it is normal to identify themes which are then used as the basis for interpretation.

### Themes



A theme organises ideas and makes sure that visitors remember the facts, like the way a musical score brings together notes into a tune. Research shows for communication to be effective it should be enjoyable, relevant, organised and if we want it to be interpretive, it must convey a message or theme.

The interpretation around Haysden Country Park can be broken-down into three main themes: nature, history, and management.

In the tables that follow the three themes have been ticked where they are currently being applied.

Nature

History

Management





**Personal Interpretation** – The Rangers and Medway Valley Countryside Partnership have since 2007 run a programme of organised events: bat and bird watching walks, welly walks, pond dipping and Halloween events. Most have proved extremely popular with the public; there has been a year-on-year increasing number of participants.

**Educational Activities** – An Educational Activity Pack available from 2008 (aimed at school children aged 5-11 years) and, coupled with the dipping platform (built in 2009), these are the main resources used for the educational activities in the park. Since this time there has been a growing interest from schools and clubs for ranger-led activities to reflect this. The Educational Pack was re-written in 2010 and rebranded as ‘Ranger-led Activities’.

**Specialist Interest Groups** – We have arranged site walks on demand with various groups including for Land Use Management students, local bed & breakfast accommodation owners, and wildlife groups. These fulfil a specialist niche in demand. Historical site walks, have in the past been arranged as part of the national, Heritage Open Days.



<b>THEME:</b>	Nature <input checked="" type="checkbox"/>	History <input checked="" type="checkbox"/>	Management <input checked="" type="checkbox"/>
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## Printed Interpretation

**Leaflets** – There are five key-coloured leaflets, (one main leaflet, a volunteer leaflet, and one each for the self-guided trails covering Historical, Nature and Play). In the past few years, we have worked with the assistance of a number of partners: the Tonbridge Historical Society, Kent County Council and Kent Wildlife Trust etc. All leaflets are widely available as pre-visit information and on the Council's website as downloads. The main leaflet includes a map and acts as a general orientation leaflet. This has proved extremely popular since its introduction in 2005. The Nature and Historical trail leaflets underwent a major rewrite in 2009; these are still popular with visitors. The park also forms part of the 'Walks for All' series of maps that were produced in conjunction with Kent County Council and are targeted at less able users of the park.



<b>THEME:</b>	Nature	<input checked="" type="checkbox"/>	History	<input checked="" type="checkbox"/>	Management	<input checked="" type="checkbox"/>
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**Interpretation panels** – There is one map-based interpretation panel at the entrance by the building, and another at interpretation panel by Friendship Wood. Anecdotal evidence suggests that these are well used. Panels illustrating other themes such as nature conservation and history could be purchased.



**Notice Boards** – There are notice boards around all the main entrance and at Haysden Water and Audley Rise entrance. These are used to display posters to promote events, list wildlife sightings, display awards and to warn and advise the public about management issues.



<b>THEME:</b>	Nature	<input checked="" type="checkbox"/>	History	<input checked="" type="checkbox"/>	Management	<input checked="" type="checkbox"/>
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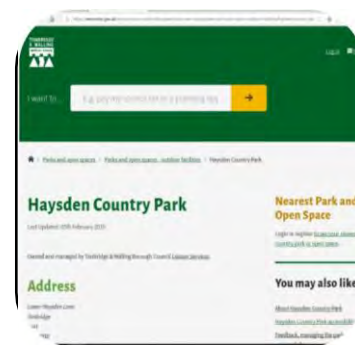
**Creative on-site Interpretation** – We have experimented with less conventional interpretation in the park. Two large sculptures have been commissioned and installed in the park. One is a carved obelisk located at the start of the river walk. The other commemorates the towns Twinning with Heusenstamm, and is located in the wood of the same name.

There are also a number of play sculptures in the shape of insects and animals are spread around the park for children to find. The play sculpture trail is based around these.



<b>THEME:</b>	Nature	<input checked="" type="checkbox"/>	History	<input checked="" type="checkbox"/>	Management	<input checked="" type="checkbox"/>
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**Digital interpretation** – Since the launch of the Council's website the Haysden Country Park pages have proved to be some of the most popular on the Council website. There are also several other subpages also being well used; these pages provide more detailed information with: Park events, management plan; there are also links to leaflets and forms. The park is also listed on several external websites, including the Green Flag Award, except for this website, the Council is not responsible for the content of external websites. The park also features on several other websites such as Explore Kent, and the Country Parks Accreditation Scheme. Council has a Facebook page and other pages for Haysden Country Park are known to exist, but these are not run by the Council. The Haysden Country Park Volunteers have their own Facebook page. According to the 2024 Visit Britain Visitor annual attraction survey Facebook is the most used digital media, with 92% of UK country parks using this. YouTube videos are being used by 12% with e-newsletters used by 50%



<b>THEME:</b>	Nature	<input checked="" type="checkbox"/>	History	<input checked="" type="checkbox"/>	Management	<input checked="" type="checkbox"/>
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**Funding** - No additional revenue or capital funding has been identified from the Council to fund projects arising from this Interpretation and marketing plan. Funding from outside sources may be available, and it will be the role of the Site Manager to identify any potential sources and apply for fund where available.

## 4.0 Where do we want to get to?

Strengths, weakness, opportunities and threats

Summarising the information so far, the table below identifies the main strengths, weaknesses, opportunities and threats (SWOT) to interpreting and marketing Haysden Country Park.

Strengths	Opportunities
<ul style="list-style-type: none"> <li>• Green Flag Award</li> <li>• Accredited Country Park</li> <li>• Some interpretation material already exists.</li> <li>• Regular events since 2007</li> <li>• Demand and positive feedback from past events.</li> <li>• Some limited funding available specifically for advertising</li> <li>• Past customer surveys to compare results.</li> <li>• Website pages are well used.</li> <li>• Sculptures add new tactile sensory experiences.</li> <li>• Run site walks for specialist groups.</li> <li>• Have a 'sightings' board for wildlife with photos.</li> <li>• Ranger Led Activities Pack (for Primary Schools) in print.</li> <li>• Established partnerships with clubs and private organisers already run some events.</li> <li>• 'Events on open spaces form' and procedures already in place</li> <li>• TMBC website is a popular means of accessing information.</li> <li>• Explore Kent partnerships for advertising</li> </ul>	<ul style="list-style-type: none"> <li>• TM Digital Strategy - Smart Parks</li> <li>• Any bids for other funding could include an interpretation element.</li> <li>• New technology for MP3/ iPod digital recordings may reduce cost.</li> <li>• Develop socially inclusive interpretation.</li> <li>• Staff and volunteers running events.</li> <li>• Reduce costs by piggyback on advertising for national events like Love Parks Week</li> <li>• Local drama group in period dress and function as interpreters for a day</li> <li>• Posters can provide a cost effective themed messages.</li> <li>• Use leaflets and posters produced by others RSPCA, Keep Britain Tidy, Environmental Health dept where these matches our needs.</li> <li>• Write a secondary Schools Educational Activity Pack</li> <li>• Have a list available of useful Projects for college students.</li> <li>• Webpage for volunteers</li> <li>• Web blog for wildlife spotted.</li> <li>• Replace older style signage.</li> <li>• Incorporate inside improved cafeteria and inside seating area and toilets in a visitor centre.</li> <li>• Quick Response codes mean smartphone users can find out more.</li> <li>• used more social media.</li> <li>• Adopt a standard style of signage for the park.</li> </ul>

Weaknesses	Threats
<ul style="list-style-type: none"> <li>• Funding</li> <li>• On-going maintenance of static interpretation panels</li> <li>• Design and printing of full colour leaflets is expensive.</li> <li>• Static panels have some out-of-date information.</li> <li>• Some older style signage has negative messages</li> <li>• Outside seating for the catering</li> <li>• No standard style of signage</li> </ul>	<ul style="list-style-type: none"> <li>• Rising cost of static interpretation panels</li> <li>• Staff costs</li> <li>• Apathy: some people do not want change and feel we are already providing what they want</li> </ul>

## **The Role of the Interpretation and Marketing Plan Overall**

### **Aim**

To improve all forms of interpretation within Haysden Country Park.

**This Plan has several objectives:**

- To act as a framework that will identify, guide and co-ordinate efforts.
- To improve the quality and effectiveness of interpretation.
- To improve the image and identity of the country park.
- To ensure accessibility of interpretation materials.
- To help orientate visitors and raise awareness.
- To influence behavior, promote safety.
- To improve the public's understanding and appreciation of the park.

## 6.0 How will we get there?

This section sets out how we are going to achieve our aims and objectives. The Programme of Work sets out long term targets, these actions will be carried forward into specific actions within the Annual Action within the Haysden Country Park Management Plan 2025-2029.

**Annex 1** indicates some cost-effective resources that could be used to gather more information on the Themes.

**Annex 2** lists some ideas for interpreting the site and looks at the themes in more detail.

The Programme below outlines some feasible options for interpreting and marketing the park but is not intended to be too prescriptive. In order

to achieve maximum impact with limited resources, only some of the opportunities identified in the SWOT can be implemented.

**Themes key (ticked): N= Nature, H = History, M = Management**

**Importance** High = 1, medium= 2, low= 3-4

Projects	Theme			Cost range comments	Importance
	N	H	M		
13. Replace old negative directional signage with up-to-date interpretation signage of standard style.			✓	£70-150 per sign	2
14. Lead guided tours of the park on demand.			✓	Overheads	2
15. Temporary posters to continue to be prepared or obtained and displayed covering topical seasonal issues but using the principles of interpretation set out within this Plan.			✓	Overheads	2
16. Investigate the feasibility of providing an audio version of the Nature and Historical Trails, investigate the feasibility of smart phone apps, MP3/iPod downloads from the internet or on CD to bring to life this subject. Could charge a small fee to cover costs. Consider the marketing and links on the website and CDs on sale from Tonbridge Gateway Council offices - Annex 3.	✓	✓		£2-3K per tour A possible small scale income generator if a charge is made for downloads	2
17. Period dressed actors (as interpreters) in to act out historical periods like 'defending the Ironside Line' and or 'James Christy at the Stone Lock' trial as in the 2015 as part of the annual Heritage Open Days.		✓		Overheads researching talk, but could be cost neutral, if volunteers are used.	2
18. Continue to research and gather facts and information about the natural, human history, and management issues relevant to the park, as time allows for future interpretation programmes.	✓	✓		Overheads	3
19. Investigate installing a television screen linked to a computer to display a PowerPoint slide show of current seasonal notices.	✓	✓	✓	Revenue budget	3
20. Consider the feasibility of alternative ways of interpreting the park, including the use of augmented reality, and QR codes. Look at the feasibility of a small-scale trial of a technology led approach, to determine if there is any demand from visitors, and how this might be funded.	✓	✓	✓	Grant or revenue budget.	3
21. Investigate the feasibility of building a visitor center/ educational center in the park.	✓	✓	✓	£500,000 approximately. Income could be generated from secondary hire of the facility for other uses.	4

## 7.0 How will we know when we have arrived?

**Feedback** - Feedback from visitors after events and during the year will tell us how well we are doing and help us to make changes to improve our visitors understanding.

**Market surveys** - Regular market surveys will also help us understand our customer's needs and we can then alter the way we interpret the park to reflect this feedback.

**Monitoring progress** – Progress will be monitored against the Programme in this document and the Annual Action within the Management Plan.

**Green Flag Award** – judges feedback reports include the criteria: A welcoming place and marketing. The judges' comments will help us assess how successful we have been in interpreting and marketing the site and may offer suggestions on other items of interpretation and how best to accomplish this.

**Country Park Accreditation** – The award criteria include information on interpretation. Any feedback from Natural England will also be used to judge success.

## Annex 1

### Inventory of Resources related to topics at Haysden Country Park

#### **General**

Association of Heritage interpretation website [www.ahi.org.uk/](http://www.ahi.org.uk/)

Tonbridge & Malling Borough Council (2010) *Haysden Country Park Management Plan 2020-2024 available from the* website [www.tmbc.gov.uk/HCP](http://www.tmbc.gov.uk/HCP)

Green Flag Award website <http://www.greenflagaward.org.uk/>

#### **Human History**

BBC (2010) *The German threat to Britain in World War 2* available at website [http://www.bbc.co.uk/history/worldwars/wwtwo/invasion\\_ww2\\_01.shtml](http://www.bbc.co.uk/history/worldwars/wwtwo/invasion_ww2_01.shtml)

Bannister N Historical *Landscape survey of the Penshurst Estate*

Canal and River Trust [www.canalrivertrustwaterfront.org.uk](http://www.canalrivertrustwaterfront.org.uk)

Chapman F and Oast M (1988) *Information for Haysden Park leaflet* unpublished.

*Defense area 16 Penshurst* available at website [http://archaeologydataservice.ac.uk/archiveDS/archiveDownload?t=arch-455-1/dissemination/pdf/Text\\_Reports/DA16\\_TEXT\\_-\\_PENSHURST.pdf](http://archaeologydataservice.ac.uk/archiveDS/archiveDownload?t=arch-455-1/dissemination/pdf/Text_Reports/DA16_TEXT_-_PENSHURST.pdf)

Environment Agency (undated) *Leigh Barrier: the silent savior* booklet available at website <http://www.environment-agency.gov.uk/homeandleisure/floods/31716.aspx>

Hadfield C (1955) *The Canals of Southern England*

Hadfield C (1969) *The Canals of South and South-East England*

Heritage C (2010) *Ancestors at large* Family History magazine

October 2010 pp20-24 Hilton J (1977) *A History of the Medway*

Navigation Company

Kent County Council (1991) *Eden Valley Walk*, Kent County Council

Kent Life (2010) *Front Line Kent* available at website <http://kent.greatbritishlife.co.uk/article/frontline-kent-20068/>

Tonbridge Historical Society website <http://www.tonbridgehistory.org.uk>

Tonbridge Historical Society postcard pictures of Barden Park etc. available on the website <http://www.tonbridgehistory.org.uk/photos/the-river-medway/index2.html>

Tonbridge Historical Society 1829: James Christy and the Stone Lock available as a website page at <http://www.tonbridgehistory.org.uk/events/penshurst-canal.htm>

Tonbridge Historical Society 1842: The coming of the railway available as a website page at



[http:// www.tonbridgehistory.org.uk/events/the-coming-of-the-railway.htm](http://www.tonbridgehistory.org.uk/events/the-coming-of-the-railway.htm)

The Morning Post (1830) Law Intelligence - Court of Chancery

Trueman M (2007) *Medway Heritage Audit* private research unpublished table

of resources Livingstone H (1999) Travel guide: Weald Way, Kent County

Council

Maidstone Journal reports 1830-1840 (Penshurst Canal Company)

Newspaper articles (undated) about the Haysden Country Park in the Kent  
Messenger and Tonbridge Courier Newspaper Group

Tonbridge & Malling Borough Council Leisure Services collection of photographs and slides  
dated 1980-to date mainly unpublished.

Ordnance Survey map dated 1866/69.

Vine PAL (1989) *Kent and Sussex Waterways*

Extract Leominster's history - The navvies who built the canal available online at  
<https://leominster1941.tumblr.com/post/50662996920/navvies-who-built-the-canal> on 7/4/20.

Waterfront *Who were the navvies Canal* and River Trust available online at  
[canalrivertrustwaterfront.org.uk/history/ who-were-the-navvies/online](http://canalrivertrustwaterfront.org.uk/history/who-were-the-navvies/online) on 7/4/20

Wilkes S (2011) *Tracing your canal ancestors A guide for family historians* Pen  
and Sword Family History

Wilson A ed. (2015) *Tonbridge through the centuries*, Tonbridge Historical Society

### **Natural History**

Amphibian and Reptile Conservation website [www.arc-trust.org](http://www.arc-trust.org)

Bat Conservation Trust website [www.bats.org.uk](http://www.bats.org.uk)

Botanical Society of the British Isles website [www.bsbi.org.uk/kent.html](http://www.bsbi.org.uk/kent.html)

British Dragonfly Society website [www.dragonflysoc.org.uk](http://www.dragonflysoc.org.uk)

British Trust for Ornithology website [www.bto.org](http://www.bto.org)

Buglife website [www.buglife.org.uk](http://www.buglife.org.uk)

Butterfly Conservation - Kent butterflies website [www.kentbutterflies.org](http://www.kentbutterflies.org)

Butterfly Conservation – Kent Moths website [www.kentmoths.org](http://www.kentmoths.org)

Field Studies Council publications website [www.field-studies-council.org](http://www.field-studies-council.org)

Kent Amphibian and Reptile Group website [www.kentarg.org](http://www.kentarg.org)

Kent Bat Group website [www.kentbatgroup.org.uk](http://www.kentbatgroup.org.uk)

Kent Field Club website [www.kentfieldclub.org.uk](http://www.kentfieldclub.org.uk)

Kent Mammal Group website [www.kentmammalgroup.org.uk](http://www.kentmammalgroup.org.uk)

Kent & Medway Biological Records Centre website [www.kmbrc.org.uk](http://www.kmbrc.org.uk)

Kent Trust for Nature Conservation (2002) *Site of Nature Conservation Interest site designation document for River Medway etc. South of Leigh*

Kent Trust for Nature Conservation website [www.kentwildlifetrust.org.uk](http://www.kentwildlifetrust.org.uk)

Kent Ornithological Society website [www.kentos.org.uk](http://www.kentos.org.uk)

Royal Society for the Protection of Birds website [www.rspb.org.uk](http://www.rspb.org.uk)

Medway Valley Countryside Partnership website [www.medwayvalley.org](http://www.medwayvalley.org)

Natural England website [www.naturalengland.org.uk](http://www.naturalengland.org.uk)

Opal citizen's surveys run by The Natural History Museum website  
[www.opalexplorenature.org](http://www.opalexplorenature.org)

Orpington Field Club website

[www.orpingtonfieldclub.org.uk](http://www.orpingtonfieldclub.org.uk) Pan Species

Listing website [www.brc.ac.uk/psl](http://www.brc.ac.uk/psl)

People Trust for Endangered Species, surveys and information website [www.ptes.org](http://www.ptes.org)

Plantlife International website [plantlife.org.uk/international](http://plantlife.org.uk/international)

Pondlife information on pond related matters website [www.pond-life.me.uk](http://www.pond-life.me.uk)

Royal Society for the Protection of Birds website [www.rspb.org.uk](http://www.rspb.org.uk)

Species records from various sources (1980-to date) *Country Park Species Lists* of plants and animals see Appendix 10 of this management plan website [www.tmbc.gov.uk/HCP](http://www.tmbc.gov.uk/HCP)

## **Management**

CABE Space (former) research publications into park related issues available from the website [www.cabe.org.uk](http://www.cabe.org.uk)

DEFRA website <http://www2.defra.gov.uk/>

Keep Britain Tidy (litter and dog control) website <http://www.keepbritaintidy.org.uk/>

Country Park Accreditation Scheme website <https://www.gov.uk/guidance/get-accreditation-for-your-country-park>

Corporate membership of the Keep Britain Tidy Network, involvement with national and local campaigns Environmental initiatives - talks at local schools, litter picks and tidy up campaigns.

Greenspace & Greenspace Southeast work to improve parks and green spaces by raising

awareness, involving communities and creating skilled professionals.

Natural England (2010) *Local Nature Reserves in England: A guide to their selection and designation*, HMSO Naturenet good for general outdoor topics available at the

website <http://www.naturenet.net/index.php>

Non-Native Species Secretariat information available at website

<https://secure.fera.defra.gov.uk/nonnativespecies/home/index.cfm>

Parkforce see website <http://www.cabe.org.uk/public-space/parkforce>

Royal Society for the Prevention of Accidents see website <http://www.rosipa.com/>

Tonbridge & Malling Borough Council Invasive plants and weeds available at <http://www.tmbc.gov.uk>

The River Restoration Centre (2002) *Manual of River Restoration Techniques* available at <http://www.therrc.co.uk/manual-river-restoration-techniques>

Visit Britain annual visitor attraction survey results website at [UK Tourism Industry Statistics & Research | VisitBritain.org](#)

**Themes**

The tables below list some possible ideas for interpreting the park and are linked together with topics and themes.

‘Themes’ link together related information into bite size pieces, sometimes these can be used to tell a story, and ‘Topics’ are more specific. ‘Objectives’ are measurable outcomes and can be ‘learning’, ‘behavioral’ or ‘emotional’; all the themes have been written using the principles of interpretation.

Objectives must ideally be SMART: Specific: be clear about what is intended. Measurable: so, you can monitor and report on performance. They must be Appropriate: to the site and audience, and Tonbridge & Malling Borough Council goals, Realistic: Achievable, Timely: when it should happen.

**Theme 1: HISTORY** – The influence of past land uses and the way they have changed the landscape. At Haysden Country Park humans have had many influences on the landscape that you can still see today.

Key year/s and Topics	Objectives
<ul style="list-style-type: none"> <li>1830's – River transport; what were the choices and who built the Straight Mile?</li> </ul>	<ul style="list-style-type: none"> <li>To feel a sense of connection with James Christy</li> <li>Visitors go away knowing what life was like in the 1830's.</li> <li>To understand what the Stone Lock was for</li> <li>To appreciate the huge endeavor of building the Straight Mile</li> <li>To understand what the Stone Lock once looked like.</li> <li>To appreciate why canal was built and what it was intended to be used for.</li> </ul>
<ul style="list-style-type: none"> <li>1940's - The secrets of The Ironside Line</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate that there was a real threat of an invasion of England during WW2</li> <li>To intrigue visitors with details about the <i>Secret</i> Ironside Line of defense</li> </ul>
<ul style="list-style-type: none"> <li>1970's - How gravel extraction has had a big impact on the park</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate why gravel was extracted in the past from the site.</li> <li>To appreciate how the gravel extraction has changed the landscape</li> </ul>
<ul style="list-style-type: none"> <li>18<sup>th</sup> &amp; 19<sup>th</sup> centuries - The roles played by canal, railway and road in shaping this landscape</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate what is manufactured and what is natural in the landscape.</li> <li>To appreciate how transport systems have changed the landscape</li> </ul>

- 1980's Leigh Flood Barrier built

- Appreciate modern man-made flood mitigation.
- To understand how the barrier changed the park

**Theme 2: NATURE** – a wealth of wildlife and wildflowers are present in park, look at its importance, and the way land is managed, to help people value and care about the park.

Theme Topics	Objectives
<ul style="list-style-type: none"> <li>Find out why wild plants are important</li> </ul>	<ul style="list-style-type: none"> <li>To be able to identify at least three common wildflowers</li> <li>What is the difference between a wildflower and a weed?</li> <li>To feel motivated to find out more</li> <li>To raise awareness of the connections between humans, plants, and animals</li> </ul>
<ul style="list-style-type: none"> <li>Coppicing is a good way of managing trees for wildlife, what does a coppiced tree look like, and which animals.</li> <li>depend on them?</li> </ul>	<ul style="list-style-type: none"> <li>To be able to identify what a coppiced tree looks like</li> <li>To know at least three animals or plants that are dependent on coppicing</li> </ul>
<ul style="list-style-type: none"> <li>Ponds and water bodies are alive with animals, which ones live in the park?</li> </ul>	<ul style="list-style-type: none"> <li>To be able to identify at least three plants and animals that live in water in the park.</li> <li>To feel intrigued that such tiny creatures live in water.</li> <li>To understand a life cycle of one or more insects</li> <li>To be able to draw a simple web of life</li> <li>To know what body adaptations are used to cope with this environment.</li> <li>To foster understanding and appreciation of the park</li> </ul>
<ul style="list-style-type: none"> <li>Woodlands are full of life that I never knew existed</li> </ul>	<ul style="list-style-type: none"> <li>To name at least three plants or animals that live in our woods.</li> <li>To understand the connection between living things</li> </ul>
<ul style="list-style-type: none"> <li>Bats live in this park, which ones can be found?</li> </ul>	<ul style="list-style-type: none"> <li>To feel intrigued at seeing a bat</li> <li>To know how big a bat is</li> <li>To know what bats feed on</li> </ul>
<ul style="list-style-type: none"> <li>Dragonflies are among the most ancient of living creatures, come and see these fascinating insects that live in the park</li> </ul>	<ul style="list-style-type: none"> <li>To feel intrigued about seeing these insects</li> <li>To understand their lifecycle</li> <li>To find out how we know that dragonflies lived millions of years ago.</li> <li>Recognise the links between plants and animals</li> </ul>
<ul style="list-style-type: none"> <li>Reptiles and amphibians are cold blooded animals that live in the park</li> </ul>	<ul style="list-style-type: none"> <li>To be intrigued to see a reptile or amphibian</li> <li>To understand their basic lifecycle</li> <li>To understand which snakes are dangerous</li> </ul>

**Theme 3: MANAGEMENT ISSUES** – the park is a managed landscape with public access, and this brings with it some Challenges

Theme Topics	Objectives
<ul style="list-style-type: none"> <li>It's dangerous to swim in the Lakes</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate the risks of swimming in the water bodies</li> <li>To know what to do if someone has fallen into the water</li> </ul>
<ul style="list-style-type: none"> <li>Exploring the Park</li> </ul>	<ul style="list-style-type: none"> <li>To give visitors the confidence to visit less well used parts of the park</li> <li>To know the different types of path surfaces present</li> <li>To know how long it will take to walk around a given path</li> </ul>
<ul style="list-style-type: none"> <li>Food fit for ducks</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate the effects of feeding the waterfowl</li> <li>To appreciate which foods are good and bad for them</li> </ul>
<ul style="list-style-type: none"> <li>The banks are eroding around Barden Lake</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate why erosion of the lake edge is occurring.</li> <li>To understand the options available to improve the appearance and encourage more wildlife</li> </ul>
<ul style="list-style-type: none"> <li>We can all do something about litter in the park</li> </ul>	<ul style="list-style-type: none"> <li>Most visitors do not drop litter in the park.</li> <li>To appreciate the negative impacts on wildlife and the environment</li> <li>More members of the public will be willing to take part in litter picks</li> </ul>
<ul style="list-style-type: none"> <li>Not a work of art</li> </ul>	<ul style="list-style-type: none"> <li>Most visitors will appreciate the park and do not graffiti.</li> <li>Young people feel an affinity with the park and want to care for it</li> </ul>
<ul style="list-style-type: none"> <li>Don't let fly tipping turn the park into a dump</li> </ul>	<ul style="list-style-type: none"> <li>Most visitors feel an affinity with the park and don't fly.</li> <li>tip</li> <li>Visitors understand how much it costs to clear up fly tipping the negative impacts for wildlife</li> </ul>

<ul style="list-style-type: none"> <li>My dog's fine, what's the problem?</li> </ul>	<ul style="list-style-type: none"> <li>Dog owners are aware of the dog control rules that apply in the park.</li> <li>Most dog owners feel an affinity with the park and will not break the dog control rules in the park.</li> </ul> <p>Example wording</p> <ul style="list-style-type: none"> <li><b><i>"Your dog can still enjoy this walk whilst on a lead. Try to vary your pace and keep your dog engaged by talking to it."</i></b></li> <li><b><i>"Birds are breeding and need to stay quietly with their young. Allowing YOUR dog to run off the path here will disturb them. Please help your dog to help the birds"</i></b></li> </ul>
<ul style="list-style-type: none"> <li>Dog Fouling</li> </ul>	<p>Example wording</p> <ul style="list-style-type: none"> <li><b><i>"All of our responsible dog walkers pick up after their dogs, please join in",</i></b></li> <li><b><i>"What makes you special? Please pick up after your dog"</i></b></li> </ul>
<ul style="list-style-type: none"> <li>Saving native wildflowers and animals</li> </ul>	<ul style="list-style-type: none"> <li>To appreciate the impact of alien species in park and the need to control some of them</li> </ul>
<ul style="list-style-type: none"> <li>'A line to remember'</li> </ul>	<ul style="list-style-type: none"> <li>Fishermen appreciate the hazard that fishing line left on site can cause to wildlife</li> </ul>



### **Questions to consider when evaluating interpretation exhibits for the visitor audience.**

- Is it easy to understand, and key messages understood?
- Are the messages clear?
- What messages can visitors identify?
- What are visitors learning or doing as a result of the interpretation?
- Is attention being held and for how long?
- How enjoyable is it?
- What is most and least interesting?
- Is it well organised and easy to navigate?
- Does it have a clear structure?
- Was there enough or too little information, or images?
- Are there connections or references to other interpretation sources or further Information?
- Are common questions still being asked by visitors?
- How much time is spent by visitors at individual exhibits/places and has this changed?
- Are visitors able to easily find interpretation on-site?
- What could be improved?

Department of Conservation New Zealand

## Annex 4

### Style guide for park furniture

The reasons for having a style guide are.

#### Branding

- To aid the selection of street furniture
- To give a consistent approach
- Co-ordinate styles and colours
- Strengthen the 'countryside' character of the place.
- Provide robust quality, durable, park furniture.
- To encourage positive behavior

#### Signage

##### Entrance signs

Our preferred style for the park is a wooden framed information signs finished in walnut coloured paint. The main entrance sign will display limited information as this is intended for road users. Entrance signs with more details (such as your location marked on a map) will be provided at pedestrian entrances and those for cyclists. The latter will be introduced on a phased basis. Where needed maps will be added with a white background using a full palette of colours to aid navigation. Where information is of a temporary nature; black and green frame style signs are also suitable choices.



##### Directional signage

A countryside style of signage will be used whenever practical for directional signage. These are routed wooden signs, using large Ariel text with white lettering, on walnut brown background.

Tonal contrast between the background and letter colour is important for the visually impaired and has been considered.

##### Interpretation signs

At present we have very little interpretation signage but what we have, is in a variety of styles; we do not therefore have an adopted style for interpretation signage. This is something that will be developed and added here in the future as and when funding for this becomes available.



## Health and safety and regulatory signage

Metal signs, which follow the Health and (Safety Signs and Signals) Regulations 1996, and Highway Act with the recommended logos and designs. These have colours with set meanings (red - prohibition, blue - mandatory, yellow - warning, and hazard, green - safe environment). Highway style road signs are used around the roads and car parks and along the cycle route.



## Park furniture

### Seats

Our preferred style of new seats for the park will be all wooden Kensington style bench, made of European Oak. All new sponsored seats will be installed on concrete bases. Exceptions to this style maybe made for feature seats at key locations. The older Tilford seats and bench seats will be phased out and removed as they come to the end of their lifespan.



### Picnic seats

An all-metal picnic seat painted in gloss black paint is our preferred style. All seats are provided on concrete bases. Where possible seats with disabled access will be provided when seats come to the end of their lifespan and are due for replacement.



### Litter bins

The glass fiber lidded bin shown to the right has been used throughout most of the park. This bin was chosen to be modern and to lidded to prevent animals from removing the waste. There are a few exceptions to this in the children's play area where the frog themed bins are installed, to encourage positive behavior by young people and in more remote parts of the site where we use the more robust Cardiff style bin (at present a few Rustic style older bins also remain on site and will be phased out).



### Dog bins

Metal red painted dog bins shown here are our adopted style of bin within the Borough. The red colour is deliberate, as it encourages positive behavior, being highly visible to dog walkers.

We attach signage about the Public Space Protection Orders rules, that are applicable to dog walkers to these bins.



### **Bollards**

Square wooden bollards with a pyramid top, are our preferred style. Older style bollards will be phased out as they come to the end of their lifespan.

### **Security gates and barriers**

All metal steel furniture finished in gloss black paint. Hazard markings and signage added to prevent accidents.

### **Fencing**

Our preferred style of fencing is the Sussex style clefted post a three-rail fencing which is rustic in appearance. This made from locally sourced Chestnut. The exception being around the children's play area where bow top metal fencing is used.

### **Bridges**

Wooden bridges are our preferred style within the park.

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## Communities and Environment Scrutiny Select Committee

16 July 2025

### Part 1 - Public

#### Matters for Information



Cabinet Member	Cllr Adem Mehmet, Cabinet Member for Infrastructure & Tonbridge Regeneration
Responsible Officer	Eleanor Hoyle, Director for Planning, Housing & Environmental Health
Report Author	Eleanor Hoyle, Director for Planning, Housing & Environmental Health

#### Grenfell Inquiry – Implications for Council Operations

##### 1 Summary and Purpose of Report

- 1.1 To lay out for Members the key implications for the Council from the recommendations in the final report of the Grenfell Inquiry.

##### 2 Corporate Strategy Priority Area

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 Ensuring that the Council is responding appropriately to recommendations and potential legislative changes resulting from the Grenfell Inquiry will ensure that the organisation can operate effectively.

##### 3 Introduction and Background

- 3.1 The Grenfell Tower Inquiry looks at the circumstances leading up to and surrounding the Grenfell Tower disaster. Phase 1 looked at the events that led up to the fire on 14 June 2017, and the Phase 1 Report was published on 30 October 2019. In September 2024, the Inquiry published its Phase 2 report, which focusses on an analysis of the events that culminated in the tragedy at Grenfell Tower (including the regulatory regime relating to the external walls of high-rise buildings), and the Inquiry's recommendations on what should be done to prevent future similar disasters occurring in the future.
- 3.2 The Inquiry's Phase 2 Report emphasises the importance of the role that local government has to play in major disaster prevention and management, and the need for authorities to have robust levels of preparedness in relation to such matters. In the Report, the Inquiry puts forward a number of specific

recommendations that, in its view, local authorities should take to ensure that effective plans are in place for the future. These recommendations are entirely separate from the existing enforcement powers that local authorities currently have in relation to building safety under existing legislation such as the Housing Act 2004 and the Building Safety Act 2022.

- 3.3 The full Grenfell Inquiry report can be found [here](#).

## 4 Key implications

- 4.1 The implications for district Councils such as Tonbridge & Malling fall into the following main categories, which are detailed below;
- Building Safety
  - Social Housing management and regulation
  - Emergency Planning and Response
- 4.2 Each section below references the specific paragraphs of the report where relevant recommendations are made, provides commentary on the implications for the Council and also summarises the Government's response.
- 4.3 Although some steps had already been taken by Government ahead of the Grenfell Inquiry reporting, which have had a significant impact on delivery of Building Control services, the Inquiry made a number of additional recommendations. A summary of these is provided at **annex 1**.
- 4.4 The Council is not a stock holding authority and therefore a number of the recommendations from the report are not directly applicable, albeit officers have apprised themselves of these in the context of any complaints we may receive that relate to them and to ensure that the Council is well informed about additional requirements on registered providers in our borough that may have an implication on their work and task prioritisation.
- 4.5 Perhaps the most significant area of impact for this Council is in Emergency Planning and Response. The Council is embedded in the Kent and Medway Resilience Forum (KMRF) and accesses some of the necessary training and resources through that partnership. We also provide additional staff training through a highly experienced and reputable local trainer. Therefore some of the implications for the Council consider issues at a County wide level. A summary of these is provided at **annex 2**.
- 4.6 The Council has recently reviewed its emergency planning staff provision in light of the retirement of a significantly experienced officer and has decided to increase this provision in light of the need to ensure continuity of level of service. Although this was not directly in response to the Grenfell Inquiry, it is fair to say that the strengthening of the Emergency Planning requirements for Councils via the Civil

Contingencies Act, some of which result from the Inquiry, were a consideration in this resourcing decision.

## **5 Other Options**

- 5.1 Most of the recommendations in the Grenfell Inquiry's final report will be mandated in legislation and the Council will therefore be required to implement changes.
- 5.2 Although the Council could choose not to respond to all relevant recommendations, the potential for reputational damage to the organisation and loss of trust from the community means that this option has not been considered further.

## **6 Financial and Value for Money Considerations**

- 6.1 The Council is already required to respond to legislative and guidance changes. Where these are deemed to be significant enough to warrant it (by Government) they may come with 'new burdens' funding to support the changes being implemented and incorporated into Council functions.
- 6.2 The Council will continue to assess the value for money of support available for functions (in this case via the Kent Resilience Forum and LABC, the industry body for Building Control) to ensure that we are accessing good quality support to deliver these functions.

## **7 Risk Assessment**

- 7.1 Should the Council not implement these recommendations, there is a risk of reputational damage and loss of public trust. In addition to this, many of these requirements will be mandated in legislation and will therefore require the Council's compliance.
- 7.2 Individual service risk registers have been updated to reflect the risks associated with their operational activity.

## **8 Legal Implications**

- 8.1 There are no specific legal implications arising from the contents of this report. Where there are legislative changes, these may need to be reported back to Members if their implications are significant.

## **9 Consultation and Communications**

- 9.1 There are specific recommendations relating to the Council's communication activity, particularly during emergency responses. These are laid out in this report.
- 9.2 The Council will consider responding to any relevant Government consultations where the proposals could have a significant impact on our operations.

## 10 Implementation

- 10.1 Implementation of any legislative requirements will be carried out in services and any specific implications that require Member decisions would be reported back to the relevant committees.

## 11 Cross Cutting Issues

### 11.1 Climate Change and Biodiversity

- 11.1.1 Adaptation and resilience have not been considered.

- 11.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

### 11.2 Equalities and Diversity

- 11.2.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this paper directly impact on end users. The impact has been analysed and does not vary between groups of people. The results of this analysis are set out immediately below.

### 11.3 Other If Relevant

- Business Continuity / Resilience

Background Papers	None
Annexes	Annex 1 – Building Safety recommendations Annex 2 – Emergency Planning implication

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
1	That the government draw together under a single regulator all the functions relating to the construction industry to which we have referred. (113.6)	Streamlining of regulatory processes is always useful for ensuring compliance. Given that there is already a significant amount of change in Building Control, the time that this will take to implement may be useful to ensure that the Council has fully responded to current requirements.	Accepted in principle, albeit with some split in functions. Consultation papers have been released to consider how this would be implemented.
2	That the definition of a higher-risk building for the purposes of the Building Safety Act be reviewed urgently. (113.7)		Accepted. Ongoing review and regulation approach being implemented.
5	That the statutory guidance generally, and Approved Document B in particular, be reviewed accordingly and a revised version published as soon as possible. (113.11)	Updated guidance will need to be fully reviewed by the Building Control team and specific implications considered. Any relevant consultation responses will be discussed with relevant Cabinet Members and presented to Members more widely if the impacts on the Council's functions are significant.	Accepted, interim findings to be published and consulted on as needed in 2025

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
6	That a revised version of the guidance contains a clear warning in each section that the legal requirements are contained in the Building Regulations and that compliance with the guidance will not necessarily result in compliance with them. (113.12)	As per 5	Accepted as per 5
10	That it be made a statutory requirement that a fire safety strategy produced by a registered fire engineer to be submitted with building control applications (at Gateway 2) for the construction or refurbishment of any higher-risk building and for it to be reviewed and re-submitted at the stage of completion (Gateway 3). Such a strategy must take into account the needs of vulnerable people, including the additional time they may require to leave the building or reach a place of safety within it and any additional facilities necessary to ensure their safety. (113.15)	Strengthened guidance is welcomed.	Accepted  Guidance will be updated to ensure that it is clear to applicants what they should be providing to meet the existing requirement

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
18	That the government, working in collaboration with industry and professional bodies, encourage the development of courses in the principles of fire engineering for construction professionals and members of the fire and rescue services as part of their continuing professional development. (113.28)	Additional CPD is always welcomed, particularly given that the requirements on Building Control Surveyors have increased so significantly recently.	Accepted
22	That the government appoint an independent panel to consider whether it is in the public interest for building control functions to be performed by those who have a commercial interest in the process. (113.37)	This is welcomed to ensure that there is consistency in delivery and standards across all building control activity.	Accepted. Independent panel to be established.
23	We recommend that the same panel consider whether all building control functions should be performed by a national authority. (113.38)	As above, with the caveat that the local relationships that our Building Control team can build given the geography in which they work can be really useful in guiding and supporting delivery of compliant schemes.	Accepted.

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	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
42	That the [Civil Contingencies] Act [2004] be reviewed and consideration be given to granting a designated Secretary of State the power to carry out the functions of a Category 1 responder in its place for a limited period of time. (113.67)	If TMBC fail to deliver our duties under the CCA. Government Officials will have power to take over. However, due to TMBC readiness this scenario is unlikely.	Accepted – review of statutory powers underway.
43	Regulation 23 of the Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005 requires a Category 1 responder to have regard when making its plans to the activities of relevant voluntary organisations. We therefore recommend that the regulation be amended to require Category 1 responders to establish and maintain partnerships with the voluntary, community and faith organisations in the areas in which they are responsible for preparing for and responding to emergencies. (113.68)	TMBC is an active supporter of the established and successful Kent Voluntary Sector Emergency Group (KVSEG) which incorporates 21 member groups as diverse as Air Search (volunteer light aircraft and observers), South East 4x4 Response, the Salvation Army (among other services a mobile catering vehicle), Kent Emergency Chaplains Service and the WI (support and catering in Welfare Centres). The KVSEG has a Capabilities Directory available to resilience partners on Resilience	Accepted in principle.

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
		<p>Direct (RD) which gives guidance in promoting and raising awareness of the potential contribution of the voluntary sector within Kent. It provides an overview of the services that may be available from each organisation and also highlights considerations that should be considered when engaging the voluntary sector in response and recovery activities. Regulation would be helpful going forward but the Kent resilience community has embedded the KVSEG in its training, planning, exercises, and response for many years. TMBC also actively supports those parishes with Community Emergency Plans and volunteer Flood Wardens, also the Tonbridge Flood Warden group with strategically placed and maintained sandbag containers, training, and relevant updates from Severe Weather Advisory Group (SWAG) meetings and our Met Office Civil Contingencies adviser.</p>	

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
44	The current guidance on preparing for emergencies is contained in several documents, all of which are unduly long and in some respects out of date. We recommend that the guidance be revised, reduced in length and consolidated in one document which lays greater emphasis on the need for those leading the response to consider the requirements for recovery, the need to identify vulnerable people, the importance of identifying and ensuring co-operation with voluntary, community and faith groups and is consistent with the Equality Act 2010. (113.69)	All updates and consolidation of guidance is welcomed to ensure that our ability to respond is as efficient and effective as possible.	Accepted
45	That regard for humanitarian considerations be expressly recognised by making it the ninth principle of effective response and recovery. (113.69)		Accepted – this will be fully factored into the outcomes of the proposed resilience review.

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
47	That local resilience forums adopt national standards to ensure effective training, preparation and planning for emergencies and adopt independent auditing schemes to identify deficiencies and secure compliance. (113.71)	The former lead trainer for the KRT was an approved trainer for Continuing Professional Development by the Emergency Planning Society. It is understood that this qualification is not held by, or has lapsed for the current members of the KRT, KCC Resilience and Emergency Planning do not provide any external staff training. TMBC have been fortunate to secure the services of the former KRT trainer as a consultant. An agreed training/exercise programme is in progress, Welfare Centre training/exercise days were held on 3 October 2024 and 28 November 2024 at Ryarsh village hall for 51 members of staff. This training has resulted in 71 members of staff being welfare centre trained and 12 rest centre managers. An Incident Liaison Officer training/exercise session was held on 21 November 2024. Training records were maintained by the KRT but confirming attendance on courses run by them was difficult and the records	Accepted – National Resilience Standards to be clarified.

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
		kept inconsistent. TMBC now keep their own records of all training attended. With the exception of the online Introduction to Emergency Planning course, all training is in-person.	
48	That a mechanism be introduced for independently verifying the frequency and quality of training provided by local authorities and other Category 1 responders. (113.71)	Training arrangements both at a county and district level would need to be reviewed and the Council's current approach would likely need to be at least maintained to meet with requirements.	Accepted in principle
49	That local authorities train all their employees, including chief executives, to regard resilience as an integral part of their responsibilities.	The Chief Executive along with Directors have all attended MAGIC training. Duty Emergency Co-ordinators are also trained to a strategic level.	Supported
50	Royal Borough of Kensington and Chelsea (RBKC) had no effective means of collecting and recording information about those who had been displaced from the tower and	The Customer Services team is recognised as having a crucial staffing role in the effective response to any emergency. Their contact details, together with all other TMBC response	Supported

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
	<p>surrounding buildings, including those who were missing. Compiling reliable information of that kind is difficult and the challenges likely to be faced by local authority Category 1 responders will vary according to the nature of the emergency. We recommend that all local authorities devise methods of obtaining and recording information of that kind, if possible in electronic form, and practise putting them into operation under a variety of different circumstances. (113.74)</p>	<p>roles are listed individually and as a team in the Key Contact List, Notify SMS, and Major Emergency Plan Section MEP-03. Customer Service team members can be contacted and work from home, providing an immediate effective and efficient first point of contact service. TMBC have robust 24/7 Duty Officer response, these officers are supported by more senior Duty Emergency Coordinators drawn from Heads of Service, the Chief Executive and Directors, the latter have the authority to declare an emergency under the CCA 2024 impacting the Borough. Duty Housing, Building Control and IT officer rotas are also listed in the comprehensive Out of Hour manual. Kent resilience partners and TMBC currently use the long-established paper Survivor/Evacuee pads to record accurate details of those evacuated to any Welfare Centre, these take approximately 10 minutes to complete for each individual evacuee. Some of</p>	

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
		our listed Welfare Centres have no or limited internet and mobile phone access, and the emergency may mean that no electrical power is available, so availability of these forms is likely to be necessary, However it is possible that an IT programme may be available using iPads or similar and work is in progress to ascertain if this is a viable option.	
51	That all local authorities make such arrangements as are reasonably practicable for enabling them to place people in temporary accommodation at short notice and in ways that meet their personal, religious and cultural requirements. Such arrangements should, as far as possible, involve local providers of social housing. (113.75)	The inquiry report recognises that this will always be a significant undertaking for a local authority. The mutual aid arrangements in Kent are likely to need to be reviewed in this regard, including engagement with existing TA providers. The Emergency Planning, Housing and Property teams will need to work together to have a suitable contingency plan in place. This will be discussed in further detail with Clarion Housing Group as the largest social housing provider within TMBC.	Supported

	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
52	That all local authorities include in their contingency plans arrangements for providing immediate financial assistance to people affected by an emergency. (113.76)	Work is on-going. Distributing financial support to large numbers of displaced residents is exceptionally challenging. Finance team is considering how to access large volumes of cash, whether pre-loaded deposit cards could be held and how to audit the spend.	Supported
53	That as part of their planning for emergencies local authorities give detailed consideration to the availability of key workers and the role they are expected to play so that suitable contingency arrangements can be made to ensure, as far as possible, continuity of support. (113.76)	The Council's Emergency Planning training programme along with the expectation that all staff perform a roll within the emergency plan means that suitable, trained staff are available to support a response. It is mandatory for all staff to complete the online 'Introduction to Emergency Planning' course and to attend Welfare Centre training.	Supported, with specific reference to social workers.
54	That as part of their emergency planning local authorities make effective arrangements for continuing communication with those who need assistance using the most suitable technology and a range of languages appropriate to the area. (113.77)	The Council's Communications Strategy, which is due to be updated this year, will consider whether our current communications approaches sufficiently support these recommendations and seek to	Supported



	<b>Recommendation (report paragraph)</b>	<b>Implications for the Council</b>	<b>Government response</b>
		implement additional measures as needed.	
55	That all local authorities include in their plans for responding to emergencies arrangements for providing information to the public by whatever combination of modern methods of communication are likely to be most effective for the areas for which they are responsible. (113.78)	The Council's Communications Strategy, which is due to be updated this year, will consider whether our current communications approaches sufficiently support these recommendations and seek to implement additional measures as needed.	Supported

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# COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE – UPCOMING MATTERS

2025-26

C=Council; CAB = Cabinet; DEL = Delegated to Committee; INFO = matters for information. Cabinet are responsible for ALL Key Decisions (KD). Some Non-Key Decisions (NKD) can be taken by Cabinet Members outside of the meeting.

DECISION (TITLE)	DESCRIPTION	C/CAB/ DEL/INFO	KD/NKD	CAB MEMBER DN Y/N	PART 1 OR 2	MEETING DATE	OFFICER IN PERSON ATTENDANCE Y/N
Parking and Traffic Regulations Outside London – OB Presentation	TBC	Info				18 September 2025	
Issues Affecting Older People	Requested by Cllr T Dean	Info					
Cabinet Member Annual report	Climate Change, Environmental Health and Health – Cllr R Betts	Info					
Member update on health across T&M	Public Health Stats	Info					
Matters Arising from Services in between cycles:							
Work Programme	Standing item	Info					

Snodland Partnership – OB Presentation	TBC	Info	-	-	1	5 November 2025	
Cabinet Member report	Community Services – Cllr D Keers	Infor					
Review of Fees and Charges 2025/26		Cab	KD	N			
Biodiversity Duty and accompanying action plan							
Green Infrastructure Action Plan							
Review of Roadside Nature Reserves	TBC						
Evaluate use of Hydro-treated Vegetable Oil (HVO) for the waste contract vehicles (added via ASDP 1.6)	Report setting out consideration of HVO proposals within the recommissioning of waste and recycling services to Members by December 2025						
<b>Matters Arising from Services in between cycles:</b>							
Work Programme	Standing item	Info					

Youth and Community Centres/Project Management Committees – OB Presentation	TBC	Info				4 February 2026	
Cabinet Member report	Waste and Parking – Cllr M Coffin	Info					
Biodiversity Duty (	Report detailing actions that had conserved and enhanced biodiversity and plans for futures actions in respect of first reporting period						
<b>Matters Arising from Services in between cycles:</b>							
Work Programme	Standing item	Info					
						20 May 2026	
<b>Matters Arising from Services in between cycles:</b>							
Work Programme	Standing item	Info					
<b>Future items to be scheduled for scrutiny:</b> Community Energy South (if required)							

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# Agenda Item 14

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

**ANY REPORTS APPEARING AFTER THIS PAGE CONTAIN EXEMPT  
INFORMATION**

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# Agenda Item 16

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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