

Brandon Country Park

Management Plan 2018 - 2028



Forest Heath & St Edmundsbury councils

West Suffolk

working together

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Glossary of Acronyms

Acronyms	Full tittle
BAP	Biodiversity Action Plan
FC	Forestry Commission
FHDC	Forest Heath District Council
HLF	Heritage Lottery Fund
JNCC	Joint Nature Conservation Committee
SEBC	St Edmundsbury Borough Council
SCC	Suffolk County Council
SLA	Special Landscape Area
SSSI	Site of special Scientific Interest
WOW's	What's on West Suffolk
WS	West Suffolk (Combined Officer group of Forest Heath District Council & St Edmundsbury Borough Council)

1 Forward

1.1 The Vision

Brandon Country Park will continue to provide an outstanding visitor destination for the enjoyment of its historic and natural landscape. The Park will act as a gateway to the Brecks and champion the environmental and cultural diversity of the area. The park will continue to provide good quality facilities and enable the enjoyment of its unique environment for a diverse range of users. The park will continue to host a broad range of events and activities to ensure that the facility remains popular and footfall remains high.

2 Introduction

This management plan was compiled by West Suffolk's Parks service using best practice guidance from a variety of national organisations. The plan will be reviewed annually to respond to public feedback, changing circumstances and consultation with the sites volunteers and other relevant interest groups.

This management plan is being prepared at a time of great change which includes the freehold transfer of the park from Suffolk County Council (SCC) to Forest Heath District Council (FHDC) and the proposed merger of Forest Heath District Council with St Edmundsbury Borough Council (SEBC) to form West Suffolk. The Officers of FHDC & SEBC have, at the time of preparing this plan, been working together as a single management team for nearly two years.

2.1 The Team

Damien Parker – Leisure & Cultural Services Manager
Gary Quilter – Parks and Open Spaces Manager
Mark Felton – Landscape Supervisor
Simon Collin – Parks Infrastructure Manager
John Smithson – Interim Senior Ranger
Malcolm - Ranger
Matt Vernon – Ass Arboricultural Officer
Rebecca Davis – Horticultural Officer
Appendix 5 – Provides a structure chart of the Parks Service

2.2 Plan consultees:

Elected Members Forest Heath DC
Brandon Town Council
Officers from the Local Authorities – Planning, Engineers, Estates, Legal and Waste Management Sections
Brandon Parkrun Organisers
Verse – Catering concessionaires & building cleaning contractor
Suffolk Wildlife Trust

2.3 Legal Compliance

There are a number of legal provisions, statutory obligations and guidelines that affect the delivery of park services.

These acts enable local authorities to hold land, provide services, enforce byelaws and in some cases impose fines.

Like many Country Parks Brandon Country Park was designated in the 1970s by the then Countryside Commission, under the Countryside Act 1968.

2.4 Brief Overview

Brandon Country Park comprises of thirty two acres. The Park is the vestige of a much larger nineteenth century country estate which once covered upwards of 3,000 acres. The current park landscape consists predominately of mixed species woodland, through which run a series of paths, drives and open rides. The Park has a number of exotic species such as Giant Redwood and Blue Atlas Cedar, planted in two main phases during the mid and late 19th century.

Brandon Park has no physical boundary and is surrounded by the coniferous plantations of Thetford Forest. Some open glades and areas of heathland exist. Brandon Heath; a large restored Heathland managed by the Norfolk Wildlife Trust lies to the south. The site is visually self-contained. There are few views into or out of the country park, apart from 3 open rides and the main west vista from Brandon Park House with its beech avenues established in the early twentieth century. The remaining parts of the site is woodland: A mix of forestry plantation, remnant park landscape and twentieth century natural regeneration.

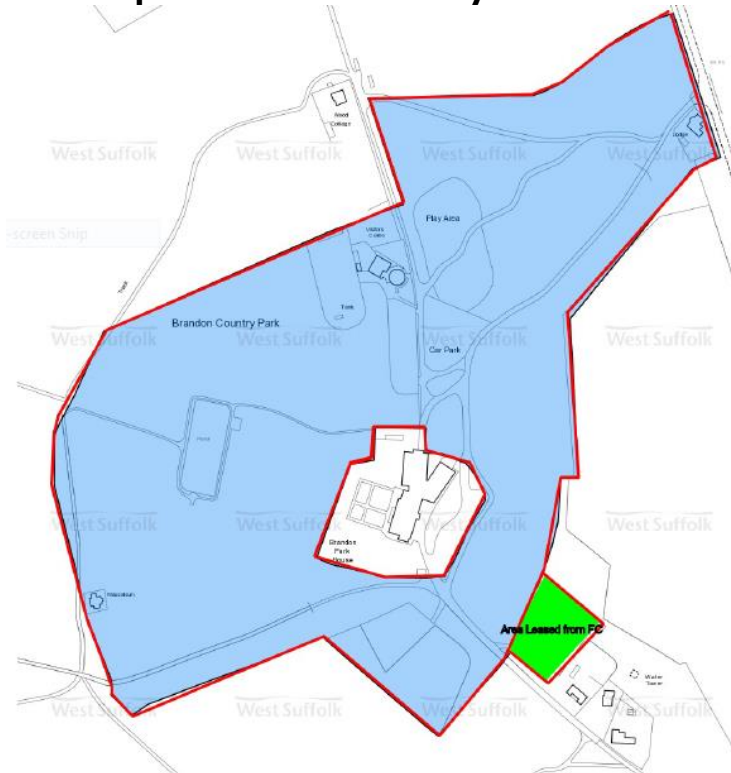
The site is managed to provide a green open space for informal recreation and education, and to conserve and enhance the natural, historical and archaeological features of the site.



The Copper Beech cafe

3.0 Site Description and Information Base

3.1 Map 1: Brandon Country Park Location



Blue area - owned by FHDC

Green area - Forestry Commission leased to FHDC

3.2 Location

Site name: Brandon Country Park

Grid ref: TL 788854

County: Suffolk **District:** Forest Heath

Ward: Brandon West

3.3 Local Landscape assessment

Brandon is recorded as estate sand lands by SSC local landscape assessment, Estate sand lands are defined by the following features:

- Flat or very gently rolling plateau of freely-draining sandy soils, overlying drift deposits of either glacial or fluvial origin.
- Chalky in parts of the Brecks, but uniformly acid and sandy in the south-east.
- Absence of watercourses.
- Extensive areas of heathland or acid grassland.
- Strongly geometric structure of fields enclosed in the 18th & 19th century.
- Large continuous blocks of commercial forestry.
- Characteristic 'pine lines' especially, but not solely, in the Brecks.
- Widespread planting of tree belts and rectilinear plantations.
- Generally a landscape without ancient woodland, but there are some isolated and very significant exceptions
- High incidence of relatively late, estate type, brick buildings North-west slate roofs with white or yellow bricks. Flint is also widely used as a walling material

Brandon Country Park is surrounded by the coniferous plantations of Thetford forest. Within Thetford forest are some areas of open heath and clear fell. The local

landscape is a low lying and gently undulating, with a dry climate. Brandon Country Park has a bedrock of Cretaceous chalk covered by thin deposits of sand and flint. The soil varies in acidity levels across the site, mainly depending on the depth of the chalk bedrock. The local area is sparsely populated with populations mainly confined to the river valleys. Post war developments are much in evidence in Thetford, Mildenhall and Brandon.

3.4 Ownership and management agreements

- **Total area of the site:** 12.95 Hectares (32 acres)
- **Landowner:** As of the 1st April 2018 FHDC will own the freehold to the majority of the Park, it leases the area of land to the East, which has the old engine house located on it from the Forestry Commission. The Care home located in the center of the site is privately owned and managed
- **Managing authority:** FHDC
- **Factors influencing the sites management:**
 - The current sites management plan produced by FHDC.
 - The lease and contract between FHDC & Verse who manage the sites cafe.
 - Agreements with Brandon Park House, owned and run as a nursing home.
 - Conditions placed on the management of the Engine House by the Heritage Lottery Fund.
 - Areas of agreement with the Forestry Commission who own and manage the surrounding land and who lease the Engine House to FHDC.
 - Natural England in reference to the SSSI and SPA.

3.5 Designations

Brandon Country Park was declared in 1972 and byelaws were made under Section 41 of the Countryside Act 1968. It lies within a Special Landscape Area (SPA) as defined in the Forest Heath Local Plan. Brandon Park House, the principal building, is listed grade II. Though not individually listed, the entrance lodge, walled garden and Mausoleum are considered to be curtilage structures to Brandon Park House and therefore covered by listed building legislation. This listing would also consider the former well house and outbuildings at Laundry Cottage, which was part of the nineteenth century stables complex, and also falls within the definition of curtilage structures.

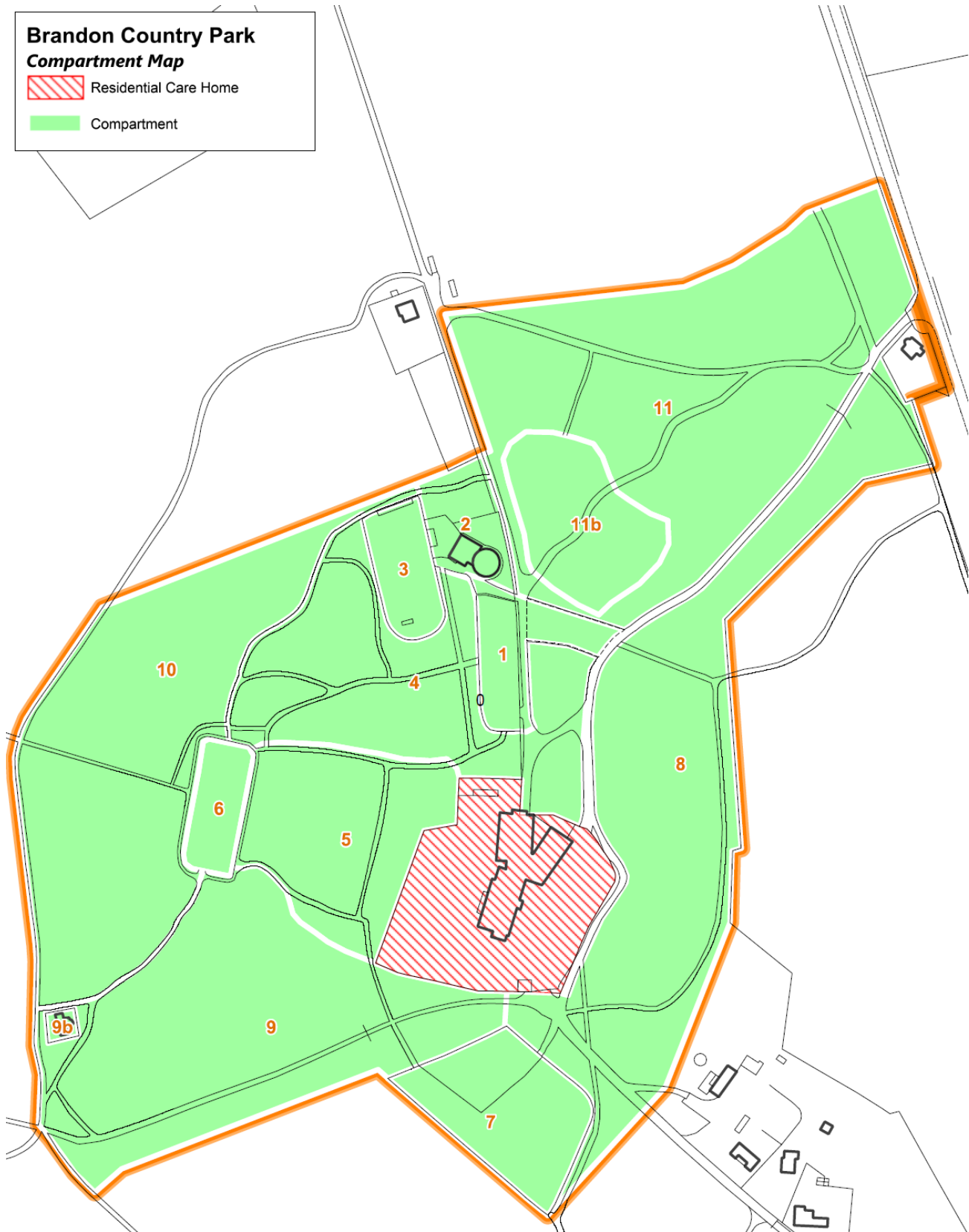
Within Brandon Country Park, a small section of South Ride is notified as a Site of Special Scientific Interest (SSSI) under section 28 of the Wildlife and Countryside Act (1981) by Natural England which forms part of Thetford Forests SSSI



3.6 Access

The main vehicular access and egress point for the park is located in the North Eastern corner of the site off the B1106 (Bury Road, Brandon).

Map 2: Brandon Country Park, boundaries and compartments



3.7 Definition of site features

SITE FEATURES	LOCATION OF FEATURE
3.7.1 Recreation	Site Compartments (
12.95 hectares (32 acres) of accessible green space of significant ecological value managed for informal recreation.	All of Country Park.
1 surfaced all weather car park and one grass car park which provides approximately 90 car parking spaces	1, 7
4 picnic areas and lawns for informal recreation which are clean and safe for public use.	3, 4, 5, 7, 11
11 miles of permissive paths running into the wider Thetford forest area	Within the Country Park and the surrounding
Linked easy access trails which enables less able visitors to access main site features	1,3,4,5,9, 11
Tree and History Trail to allow visitors to identify some of the parks specimen trees.	All of Country Park.
A bird feeding area enables visitors to gain close experience with several bird species.	4
Events programme to provide exercise and learning opportunities for children and adults and involve volunteers in conservation management tasks.	Within the Country Park
A ranger service to assist and inform visitors, promote & manage volunteering activities.	Within the Country Park
A ranger service to physically manage the site.	Within the Country Park
Copper Beech Tea Room supplies refreshments, using high quality ingredients, some Fair Trade and Rainforest Alliance products. Food and drink is provided via a self-serve counter.	1
Sales Area sells merchandise such as books, maps, gifts and children's novelties. Also provides take away, self-serve hot and cold drinks, ice creams and confectionery.	Sales shelves in Café. 1
Interpretation Area provides information about the park and wider countryside to all ages. It contains text, photos and interactive elements about the natural history and heritage of the park.	1

SITE FEATURES	LOCATION OF
3.7.2 Historic Landscape	Site Compartments
The entrance lodge is considered to be a curtilage structure to Brandon Park House and therefore covered by Listed Building legislation as grade II	11
The Walled garden is considered to be a curtilage structure to Brandon Park House and therefore covered by Listed Building legislation as grade II	3
The Mausoleum is considered to be a curtilage structure to Brandon Park House and therefore covered by Listed Building legislation as grade II	9
Suffolk County Council's Sites and Monuments Record shows no significant archaeological sites or features actually within the area of Brandon Country Park. There are however various archaeological sites, finds and features recorded in the locality. There is some evidence of the sites past land uses still remaining, for example remnants of a sheep drift.	Whole of the site
Original parkland with specimen trees is still evident, partly hidden by natural succession.	4, 8, 9, 10, 11
The Lawns and lake are the remnants of the late c19th and early c20th Pleasure Gardens. The formal bed system has now disappeared, and would be impractical to reinstate, but the views across this area remain an intrinsic part of the original park design	5, 6
The Orchard was originally the paddock for the estate but was turned into an orchard in the second quarter of the c20th. Some of the original apple trees still remain although in poor condition.	7

SITE FEATURES	LOCATION OF
3.7.3 Biodiversity	
Habitats Farm Environment Plan handbook (2005)	Site Compartments
Brandon Country Park is categorized as H14 'Designed landscape and parkland', with H15 'parkland structures and exotic tree species' using Natural Englands guide.	The whole of site
3.7.4 Species	
(For a full species list see appendix 2)	
Birds UK Biodiversity Action Plan (2008) Joint nature Conservation Committee (2008) Schedule 1	Site Compartments
Cross Bill, Firecrest	2, 3,11
Amphibians & reptiles UK BAP (2008)	
Great Crested Newt, Common Toad & frog, Common Lizard, Grass snake, Adder	2, 3,4,5,6,9,10
Vascular Plants UK BAP (2008), Suffolk Scarce Plant register (2005)	
Barberry	9
Fungi	
Earth Star (<i>Geastrum coronillum</i>)	4, 8, 9
745 species of fungi	Whole of site
Bats	
Pipistrelle ,Soprano Pipistrelle , Brown Long eared, Noctule, Daubentons and Barbastelle	Whole of site
Butterflies regional Action Plan For Anglia (Butterfly Conservation) 2008, uK BAP (2008)	
White-Letter Hairstreak , Green hairstreak, Grayling	Unknown
Moths uK BAP, Mike Hall (2009)	
Lunar Yellow Underwing, Square-spotted Clay , False Mocha, Rosy Minor	Unknown
25 other BAP listed species	Unknown

3.7.5 Evaluation of site features

SITE FEATURE	SIGNIFICANCE			REASON FOR SIGNIFICANCE
	Local	Regional	National	
Recreation				
Permissive trails linking onto Forestry Commission land	X	X		Allows public access to the wider forest area. Promotes health.
Site paths	X	X		Allows wheelchair access to the majority of site features
Orienteering course	X			Provides health benefits and leisure facility for a wide variety of users.
Play area including wheelchair swing	X	X		Provides play activities for children including low income families.
FC cycle network	X	X	X	Promotes links with FC. Provides low cost recreation for a variety of user groups. Promotes healthy living
Bird feeding area	X			Well established, bird watchers and photographers can get very close to the birds
An events programme, to provide exercise and learning opportunities for children and involve volunteers in conservation	X	X		Very popular with the local community with 2,300 people attending per annum. Educational and enjoyable
A Ranger Service to assist and inform visitors, physically manage the site.	X			Rangers provide a highly visible presence combined with cost effective site management.
ParkRun	X	X		Provides health benefits and leisure facility for a wide variety of users.
Interpretation area	X	X		Promotes understanding of the ecological and historical aspects of the site. Provides activities for free.
Tourist information point	X	X		Promotes the wider Brecks area
Copper Beech Tearoom	X	X		Enables more wet weather visits. Encourages longer visits.
Toilets including disabled toilet and baby changing area	X			Allows for public to visit the site for a longer periods of time

SITE FEATURE	SIGNIFICANCE			REASON FOR SIGNIFICANCE
	Local	Regional	National	
Landscape				
32 acres of mixed woodland and designed landscape	X	X		Provides a green space for informal recreation. Suitable for low income families. Regional Historical significance
Historic Environment				
Walled Garden	X			Interesting apsidal end, South gate is the second oldest intact built feature of the designed landscape.
Brandon Park House	X	X	X	Grade II Listed. One of the main design elements it visually links the park and Gardens especially on the west side.
Brandon Parks designed landscape		X		Reflects historical changes in fortunes and attitudes and changing tastes.
Mausoleum	X	X	X	Known association with Edward Bliss. Few buildings of this type exist in the country. Unusual materials used for this type of building.
The Lodge	X	X		The lodge and entrance piers are important historic and visual elements to the site.
Engine House	X	X		The Engine House was built in around 1883 to surround an existing 150ft well and to mechanise the process of pumping water to a tower for the main house. The Engine House restoration was undertaken as part of a Brecks HLF Breaking New Ground project. The site is on Forestry Commission land and leased to FHDC.
Biodiversity				
Birds				
Marsh tit, Song Thrush,	X	X	X	Red List
Flycatcher	X	X	X	
Amphibians &				
Great Crested Newt	X	X	X	European and national Protection
Common Toad, Common Frog, Grass Snake, Adder,	X	X	X	Protection under Wildlife and Countryside act. On new BAP priority list

SITE FEATURE	SIGNIFICANCE			REASON FOR SIGNIFICANCE
	Local	Regional	National	
Vascular Plants				
Barberry	X	X		Listed on the Suffolk scarce plants register. Good habitat for various
Pheasants Eye, Shepherds Needle, Henbane, Small	X	X		Listed on the Suffolk scarce plants register. Food source
Butterflies				
White-Letter Hairstreak, Green Hairstreak,	X	X	X	UK BAP Priority list
Small Heath (<i>Coenonympha</i>)	X	X	X	*UK BAP Research only
Moths				
Lunar Yellow Underwing, False Mocha, Square-spotted	X	X	X	UK BAP Priority list. Important and threatened moths (Mike)
Broom Tip, Small Square-Spot, Powdered Quaker, Shoulder-Striped Wainscot, The Sallow, Mouse Moth, Rosy Minor, Ear Moth, The Rustic, Dark-Barred Twin-Spot Carpet, Small Phoenix, The Streak, White Ermine, Buff Ermine, Green-brindled Crescent, Cinnabar	X	X	X	UK BAP Priority list
Royal Mantle, Wood Carpet, Scarce Tissue, Scallop Shell, Clouded Magpie, Speckled Yellow, Rosy Footman, Cream-spot Tiger, Tripe-spotted Clay, Dotted Clay	X	X		Locally important (Mike Hall 2008)
Fungi				
Earth Star (<i>Geastrum coronillum</i>)	X	X	X	Nationally rare
745 species of other fungi	X	X		Exceptional diversity on a small site. Good for educational
Bats				
Soprano Pipistrelle	X	X	X	European and national
Brown Long eared	X	X	X	European and national
Noctule	X	X	X	European and national
Pipistrelle	X	X	X	European and national
Daubentons	X	X	X	European and national
Barbastelle	X	X	X	European and national

4 Management

4.1 Site Management (Staffing)

Brandon Country Park will, as of the 1st April 2018, be managed by West Suffolk's Parks Service. The site will be staffed by a Senior Parks Ranger and two part-time Rangers and also benefits from a number of volunteers from the local community, who help the Rangers implement the tasks outlined in this management plan.

Appendix 5 provides a staff structure chart for West Parks Service

The Copper Beech Tea room is now managed by Verse a joint venture facilities management company with Forest Heath District and St Edmundsbury Borough Councils.

4.2 Site Management (Financial Resource)

The Council reviews its budgets annually and the current year's budget is included in **Appendix 1**. The three main sources of income generation for the Park are: car-parking fees, concession on the café and shop, and events.

The Leisure & Cultural Services Manager holds a monthly budget planning & review meeting with the Parks Manager to ensure that spend and income are adhered to.

In 2018-19 SCC contributed £25,000 to the management of the site and FHDC's overall budget subsidy is £22,000.

4.3 Site Management (Health & Safety)

St Edmundsbury Borough Council and Forest Heath District Council have a joint Health & Safety Policy and Brandon Country Park will be managed in accordance with this policy.

As well as its duties to employed staff and volunteers the Council also has a duty of care to visitors to the park. The Parks Service has a number of inspection regimes in place to ensure that visitors are not exposed to unnecessary risks. These include weekly inspection of play areas, an annual independent inspection of play areas, Tree inspections, Legionella checks on sources of water, footway checks to name but a few.

The Council also has a comprehensive protocol for the management of third party events to ensure that those hosting events in the park do so in a safe and proper manner.

West Suffolk's Health & Safety Manager aims to visit each of the Council's main parks on a three year cyclical regime to assess compliance against the Council's H&S Policy.

A risk assessment for the activities linked to the features on site has been prepared and will be reviewed annual (**Appendix 6 refers**)

4.4 Site Promotion & Interpretation

The site will be promoted via a mix of leaflets, via its own website, what's on West Suffolk (WOW's) website, social media.

4.5 Policies and Procedures

The scope of the Parks section is wide ranging and a multi-disciplined, a 'Parks Manual' references all the current policies, procedures and protocols employed to deliver the service safely, efficiently and effectively. The Manual is a working document and is regularly updated to reflect changes to service delivery.

4.6 Park Based Planning & Development & Performance Measurement & review

The Parks Manager holds monthly meetings with Senior Rangers from each of West Suffolk's Parks to discuss site based issues, to review progress against site action plans and to discuss proposed changes and developments in the service area.

Each year the Service contributes to the Leisure & Cultural Service area business plan which links to the various aims and objectives of the Council as a whole and is monitored on a quarterly basis.

4.7 Management of the Park for Formal Recreation

Brandon Country Park was declared in 1972. Byelaws for its use have been passed under Section 41 of the Countryside Act 1975. Brandon Country Park provides an informal countryside recreation site for picnics, walking and cycling.

Brandon Country Park consists of mixed woodland, avenues, rides, lawns, lake, Walled Garden, the recently restored Mausoleum and a Play Area with wheelchair swing.

The park offers a café (Copper Beech Tea Room) with a Heritage and Natural History interactive interpretation area, as well as a Tourist Information Point. The Park provides toilets with disabled and baby changing facilities.



The site offers access trails, which have a surface suitable for wheelchairs or push chairs, which link many of the site features. It also has a Tree and History trail, an Orienteering Course and Forest Walks; permissive paths (owned by the FC) which radiate out from the country park into Thetford Forest. Three routes are available:

- Red - 1.5 miles/2 km
- Purple - 3.5 miles/5.5 km
- Orange -6 miles/9.5 km

The Walks are supported by leaflets and on site way marking. Way marking posts are colour coded, reflecting the routes listed above.

A Forestry Commission 10.5 km off-road cycle loop runs through the park. This links into a further three cycle loops. The surrounding land is open to the public under agreement of the owners, The Forestry Commission.

Brandon Country Park has around 175,000 people visit each year. Vehicle counters are located along the access road and a people counter is located on the café's entrance door.

The Walled Garden, toilets and Visitor Centre and park are managed to provide an inclusive, enjoyable and safe visitor experience.

The site is litter picked and the toilets are cleaned on a daily basis to ensure that the Park is clean and safe for visitors.

Litter bins, a poo bag dispenser (free) and several dog bins are located across the site to encourage visitors to leave the site clean and tidy at all times.

Rangers regularly patrol the site to assist visitors and manage incidents.

Recreation areas and footpaths are mown frequently to maintain the high standard of the amenity (See appendix 4).

Play equipment is checked weekly and site furniture is checked regularly and replaced as required. Footpaths are checked every six month.

Trees on site are inspected on a regular cycle and managed in accordance with the West Suffolk Tree Management Policy:

See Link:

[https://www.westsuffolk.gov.uk/Council/Policies Strategies and Plans/upload/F116-Appendix-A-West-Suffolk-Tree-Management-Policy.pdf](https://www.westsuffolk.gov.uk/Council/Policies_Strategies_and_Plans/upload/F116-Appendix-A-West-Suffolk-Tree-Management-Policy.pdf)



4.8 Management for Nature conservation

Brandon Country Park is an important site for nature conservation, containing both flora and fauna of national or regional importance.

Historic survey information has revealed that the site has a significant quantity and quality of fungi. 745 species of fungi have been recorded at Brandon Country Park including *Geastrum coronillum*, a nationally important species, located near the Walled Garden and along the entrance drive.



There are several fauna species nationally protected under the Wildlife and Countryside Act 1981 (amended). These species include Barbastelle Bats, Brown Long Eared Bats and Noctule Bats. Great Crested Newts (a European protected species) also occur on the site. Eight Bat species were recorded in 2014.

Crossbills and Firecrests protected under Schedules 1 of the 1981 Wildlife Act can be found on the site. Firecrests breed on the site. Several bird species also occur which are on the Joint Nature Conservation Committee (JNCC) red and amber lists or are Biodiversity Action Plan (BAP) listed.

Brown Long eared bat

The records for birds listed in appendix 2 are incomplete but will provide a good basis for future monitoring. There are a number of bird species of national interest (see appendix 2) that have been recorded at Brandon Country Park, but monitoring has been weak. Further surveys need to be carried out in order to determine if the species are still present on the site.



Great Crested Newt

The park has over 30 Species of Moths and Butterflies that have UK Biodiversity Action Plans, or are on the BAP Priority List, for example, the Lunar Yellow underwing moth and the Grayling and White-letter Hairstreak butterflies

A planting program of shrubs and flowering plants was initiated in 2004 by the then managers, SCC, to provide more regular food sources for species such as butterflies.

The areas of water are managed in order to provide suitable habitat for Great Crested Newts, (see Great Crested Newt Conservation Handbook) amphibians and dragonflies.



White-Letter Hairstreak butterfly



Lunar Yellow Underwing moth



Earth Star Fungi

The Park is surrounded by the Breckland Forest Site of Special Scientific Interest (SSSI). A small part of the SSSI extends on to the southern boundary of the country park. The woodland is managed to promote biodiversity through a rotational thinning and coppicing regime. The regime takes into account the sites high number of bat species. Wood that is thinned out is used for habitat creation such as newt refuges and log piles.

Rides are kept open using a mowing regime (See appendix 4). Cut material that is created from the ride management is used to create hibernation piles.

4.9 Management for Historical landscape

Within the park, remnants of a 19th century designed landscape can be seen. A lake, open terraced lawn, Mausoleum and Walled Garden still survive. Brandon Park House, a Grade II listed building, provides an important focal point for the park placing the parkland in context and dramatically setting off the vistas and views in the park. Brandon Park House is not owned or managed by SCC but is bound by management agreement not to disrupt these views. The park also boasts the remnants of a c19th Pleasure Garden.

Overlaying this landscape is the later succession towards beech woodland, 20th Century forest planting and service facilities developed as part of the country park.

Some evidence still survives in the park of the sheep drives, surviving from the time when the area was occupied by open heaths and sheep walks.

The natural regeneration of trees on site has been managed by selectively thinning around specimen trees. This is carried out in order to reveal an impression of the original planting scheme and to promote the health and prolong the lives of the specimen trees.

Original site features are maintained in accordance with relevant good practice; these include the drives, avenues, rides, Walled Garden, Mausoleum and terraced lawns including a Ha-ha.

4.10 Promoting the site and involving the local community

The Country Park has an extensive events programme. This programme offers events for children and adults which aim to be both educational and enjoyable. Events include guided heritage and conservation walks, children's treasure trails, den building and Forest Schools. The Park holds a number of conservation work days and has a regular volunteer day once a week. The park is also the venue for several other privately run events such as Explore Outdoors and mountain bike racing, Parkrun.



The Park has a number of user groups that include vulnerable adults and those with learning difficulties. The Country Park is promoted by publications distributed in the local community, the local and regional media, and through the Council's web-site.

The Park provides access to research by survey groups and academics, together with educational visits from school groups which are linked to the national curriculum. The Park offers a learning resource Education Pack. The Park provides popular, enjoyable and educational events to promote life-long learning to both children and adults for example Fungi Walks and Dawn Chorus

4.11 Water, waste and Energy management

Management aims to protect the ecological value of the site and the wider environment: Disposing of waste appropriately, and considering its Carbon Footprint, waste and environmental damage when purchasing. Wherever practical, the site buys sustainable, environmentally friendly and local produce.

The shop and tearoom use local and fair trade products where viable. The Dog glove bags given away to the public are biodegradable. There is a rain water collection unit for watering the walled garden and a compost heap which takes shredded paper from the office and uncooked kitchen waste from the tearoom as well as garden materials. Dry recyclables are separated on site, and other general rubbish is sorted at a local recycling plant.

The park complies with the standards identified by Environmental Management System.

Artificial fertilizers and pesticide use is restricted on the site.

Wood cut, when thinning, is made into habitat piles. There is the potential for the sale of woodland products.



5. Analysis & Assessment

5.1 A Welcoming Place

Signage at the main entrance point and throughout the park is clear and logically placed.

The car-park would benefit from a new surface dressing and the remarking of the bays.

The Copper beech café is inviting, and offers a pleasant array of refreshments. Staff in the café are well presented and uniformed.

The toilet facilities are maintained to a good standard and are visited by caretaker staff daily.

5.2 Healthy, Safe and Secure

The children's play area is very popular and is inspected regularly for faults. Dog fouling has not been an issue and the bins supplied adequately control the situation. The Council recently adopted new Public Space Protection Orders (PSPO's) which means that dogs are not allowed in the children's play areas and dog owners are required to clean up after their pets have defecated.

There is a range of checks and procedures in place to safeguard sites, facilities and visitors.

The Parks Staff undertake a range of mandatory health and safety training sessions as part of their induction and during their ongoing employment with the Council.

5.3 Clean and well maintained

The relationship with the landscape team and ranger staff is good and the annual meeting between the two reviews the performance effectively. Similarly the annual inspection with Property Services sets the priorities for the next 12 months and picks up defects that will need resolution or monitoring.

Building Services staff are on 'call out' if there is a need for repair or replacement for all built infrastructure. The duty ranger records any defects on their patrols and will call out Building services if required, particularly where there is an obvious hazard created as a consequence of the identified fault.

Waste management empty all bins on site x3 times a week most of the year and extend to x4 times a week for the summer. A daily litter pick is undertaken in and around the car park and picnic area by the ranger team and volunteers with a wider sweep of the site on a monthly basis.

5.4 Sustainability

All green waste is removed from site and recycled as part of the maintenance agreement with our landscape team. The use of pesticides and herbicides on site is

kept to a minimum. Tree works are prescribed by the Council's Arboricultural Officer and carried out by either the Council's in house tree team or an approved contractor, where possible material is chipped on site.

The Council will in 2018-19 investigate the merits of investing in renewable energy sources on site e.g. solar photovoltaics (PV) and solar thermal. The Council has successfully installed such technology at other park venues in its quest to improve the authority's performance in meeting carbon reduction targets.

As part of the woodland management firewood is harvested and sold locally.

5.5 Conservation and Heritage

Section 4.8 of this management plan outlines the significance of the site for nature conservation and outlines the key flora and fauna which is of regional/national importance.

Current management practices are designed to maintain and improve the three main habitats; opportunities to extend habitats should be considered where appropriate.

5.6 Naturalness

The park has been influenced by human land practices for many generations. There are no natural features that have not been affected by man. However, remnant populations of flora associated with natural landscapes are still present in small pockets and these are considered to be semi-natural.

5.7 Rarity

There are no rare historic, geological or ecological features present in the park. The flora is locally significant and there are a few protected and BAP species recorded on the site (Appendix 2).

5.8 Fragility

The habitats present are stable under the current management, with no significant threats identified; however the growing popularity of the park could have some destabilising effects. The ageing tree population is the most fragile and susceptible to rapid damage and loss from high winds.

5.9 Landscape

The current main features should be maintained:

- The Avenue of Beech Trees along the main avenue should be thoroughly inspected and a plan put in place to ensure that they are suitably maintained and individual specimens replaced when deemed necessary to ensure a continuity of effect.
- The reed in the ornamental lake should be maintained so that there is no further encroachment on the clear water areas.
- The boundaries of the formal lawn should be maintained to stop the encroachment of scrub species.
- The topiary shrub species in the walled garden should continue to be trimmed to ensure that they do not exceed their current size.

5.10 Buildings

The walled garden, Mausoleum, Engine house and café represent the key built facilities within the park and are an intrinsic part of the heritage value of the site. The Engine house was the subject of a HLF restoration project associated with the Brecks Breaking New Ground project in 2017.

5.11 Community involvement

There is a long established programme for volunteers to participate in the management of the park and there has always been a small core of committed individuals that stay for some years, whilst others come and go at regular intervals. Although servicing this group takes up at least one day a week of ranger time, the site benefits from the work programme and should be continued as it also has great benefits to the participants.

5.12 Marketing

The West Suffolk Parks Service manages three other country parks in West Suffolk these being:

- West Stow Country Park (Approx. 12 miles away)
- Nowton Park, borders the south-western fringe of Bury St Edmunds (Approx. 18 miles away)
- East Town Park, Haverhill (Approx. 37 miles away)

West Suffolk Parks Service also assist the Clare Castle Country Park Trust with the routine maintenance of that country Park.

East Town Park is smaller and has less facilities and the visitor profile information suggest its catchment area for visitors is very local. West Stow has a reconstructed Anglo Saxon Village and whilst it too is located in the Brecks it has a significantly different landscape character to that of Brandon Country Park. Nowton Park is located on the fringes of a main town and like Brandon Country Park it's located in the grounds of a former Country House estate. Unlike Brandon Nowton has far less woodland coverage and it hosts a number football pitches and meadows.

High Lodge (Forestry Enterprise) is probably the site which most competes for custom with Brandon.

Other sites within the region that offer similar visitor experiences include:

- Belle Vue Park, Sudbury
- Thornham Walks
- Milton Country Park – South Cambridgeshire

Whilst the competition for informal recreation locally and regionally is high with a wide range of interesting sites to visit in Suffolk and beyond it is clear that Brandon Country Park plays a valuable and significant part as a Suffolk attraction and local open space.

The park café is the primary mechanism for information and interpretation and a continued close working relationship with Verse the operators of the Café is essential.

Tourist signs were installed in 1991 to help visitors locate the site.

The facilities are promoted through:

- The council's website and links to other websites.
- Key sites in the town are used as notice locations for posters and information.
- Flyers and leaflet distribution to local schools.
- Local Radio, newspaper adverts and editorials.
- Social Media - Facebook

5.13 A venue for events

The park is widely used by external organisations to host a variety of events as well as those organised by the council. There are limiting factors against the continued growth of events in the park.

- The capacity of the car park.
- The increasing disturbance to the normal visiting profile.
- Attrition on the landscape.
- The size of the park.
- Effects on biodiversity.

Careful consideration will need to be given to the above when agreeing future events.

5.14 Scope and potential future development

The Council will need to constantly consider the balance between existing recreational use and future potential facilities that augment and improve the recreational use.

The current patterns of use are very much centred on the car park, play area and café. There are waymarked walks to guide visitors around the park and into the neighbouring forestry land so that visitors can enjoy the beautiful landscape.

The challenge for future developments will be:

- How to improve access to and use of the Engine House.
- What attractions could be added that would enhance the landscape and improve the visitor experience.
- How would the investment in these facilities be realised and demonstrate acceptable income streams.

(1) Provide an accessible green space managed for informal recreation available to all, while maintaining the un-spoilt character of the site.

Targets

- (1-a) Maintain and enhance woodland for amenity and biodiversity, promoting the Parks value as a gateway to the Brecks, its historic and nature conservation value.
- (1-b) Maintain Access through footpath Infrastructure and walking/cycle trails.
- (1-d) Maintain and enhance Walled Garden as a venue for public enjoyment, events and as an historic monument.
- (1-d) Maintain and enhance formal lake area for wildlife and amenity value.
- (1-e) Maintain and enhance the Café and associated amenity infrastructure, including car parks toilets etc. to cope with demands of up to 200,000 visitors per year.

(2) Conserve and enhance the landscape, historic and ecological features of the site.

Targets

- (2-a) Maintain and enhance protected species and habitats (SSSI) throughout the park, with specific emphasis on Brecks landscape and species.
- (2-b) Manage woodlands for biodiversity and historic interest. Developing a woodland management plan, that considers a long term sustainable use of woodland resource.
- (2-c) Manage the Historic landscape feature and viewpoints throughout the park to reflect its history as a large estate and its value for wildlife.
- (2-d) Promote BCP as a venue of significance within the Brecks by working with relevant partner organisations and linking to local conservation and tourist strategies.

(3) Monitor site features and recreational use to determine the effects of site management.

Targets

- (3-a) Develop a monitoring scheme for key species and designations within the Park, through developing links with partner organisations and local communities.
- (3-b) Monitor key species and designations within the park.
- (3-c) Review the site work plan on an annual basis following the annual audit of the sites facilities and information from surveys.
- (3-d) Monitor and evaluate visitor numbers and carry out a series of visitor surveys.

(4) Promote the benefits of visiting the Country Park to the local community and provide visitors with information and events to enhance their enjoyment of the site.

Targets

- (4-a) Develop and implement a year round events programme for the park.
- (4-b) Develop a strategy to promote BCP through interpretation either fixed or information leaflets.
- (4-c) Promote BCP through electronic media such as web site Trip Advisor and Facebook.
- (4-d) Provide a first class venue in the Café and integrate that experience with the wider Park.
- (4-e) Diversify activities that take place in the park to encourage a wider user group and develop activities such as 'Farmers markets' and music events.
- (4-f) Promote the park as an educational resource for local schools through activities such as 'Forest schools'

(5) Check and manage the site to ensure that it is safe for public access and informal recreation.

Targets

- (5-a) Carry out safety checks of physical and natural infrastructure of the park.
- (5-b) Review risk assessments on an annual basis (appendix 6).
- (5-c) Ensure staff remain suitably trained and equipped to do the jobs expected of them.

(6) Reduce the overall cost of maintaining the park by increasing income whilst maintaining service standards.

Targets

- (6-a) Monitor and review performance of the Catering contract with Verse
- (6-b) Make the car-park a licensed car-park and enforce non-payment of car-parking levy
- (6 c) Promote greater uptake of the annual car-parking permit scheme, linked with other West Suffolk Parks
- (6 d) Promote greater use and a source of income from the Engine house
- (6e) Meet the annual target set for income from externally managed events.
- (6f) Investigate the merits of investing in renewable energy sources on site e.g. solar photovoltaics (PV) and solar thermal.

7.0 Work Plan – Brandon Country Park – 2018-2028

	Work Plan Item	Delivered by	Target Completion Date	Resource Required	Output
	1 Provide an accessible green space managed for informal recreation available to all, while maintaining the un-spoilt character of the site.				
1a	Maintain and enhance woodland for amenity and biodiversity, promoting the Parks value as a gateway to the Brecks, its historic and nature conservation value.	Senior Ranger with help from: <ul style="list-style-type: none"> • Volunteers • West Suffolk GM Team • Arboricultural Officer 	Ongoing Review annually	Officer Time & Volunteers time + Cost of Tree works	The park maintains an even coverage of trees which are diverse in both species and age.
1b	Maintain access through footpath Infrastructure and walking/cycle trails.	Senior Ranger	Inspect quarterly	Officer time	We fulfill our duty of care to visitors
1c	Maintain and enhance Walled Garden as a venue for public enjoyment, events and as an historic monument.	Senior Ranger with help from: <ul style="list-style-type: none"> • Volunteers 	Ongoing through regular work parties	Officer time & Volunteers time	The walled garden continues to look good and hosts events.
1d	Maintain and enhance formal lake area for wildlife and amenity value.	Senior Ranger	Ongoing maintenance review annually	Officer time & Volunteers time	The Lake looks good and provides a habitat for water borne species
1e	Maintain and enhance the Café and associated amenity infrastructure, including car parks toilets etc. to cope with demands of up to 200,000 visitors per year.	Parks & Open Spaces Manager.	Café contract review meetings quarterly. Car-parking income monitored monthly.	Officer monitoring time	The park remains welcoming and those features which we depend on to generate income to help sustain the park remain viable.

7.0 Work Plan – Brandon Country Park – 2018-2028 (Continued)

	Work Plan Item	Delivered by	Target Completion Date	Resource Required	Output
	2 Conserve and enhance the landscape, historic and ecological features of the site.				
2a	Maintain and enhance protected species and habitats (SSSI) throughout the park, with specific emphasis on Brecks landscape and species.	Senior Ranger with help from: <ul style="list-style-type: none"> Volunteers 	Ongoing maintenance review annually	Officer time & Volunteers time	The park retains its SSSI status and continues to host a diverse range of flora & fauna.
2b	Manage woodlands for biodiversity and historic interest. Developing a woodland management plan, that considers a long term sustainable use of woodland resource..	Senior Ranger with help from WS Arboricultural Officer	Woodland Plan in place by 2020.	Officer time & Volunteers time	A woodland management plan is prepared.
2c	Manage the Historic landscape feature and viewpoints throughout the park to reflect its history as a large estate and its value for wildlife.	Senior Ranger	Ongoing maintenance review annually	Officer time & Volunteers time	Historic landscape features and vistas are retained.
2d	Promote BCP as a venue of significance within the Brecks by working with partner organisations and linking to local conservation and tourist strategies.	WS Parks & Open Spaces Manager & Senior Ranger	Ongoing review annually	Officer time & Volunteers time Partner Time	Site will help host partnership events which promote the Brecks.

7.0 Work Plan – Brandon Country Park – 2018-2028 (Continued)

	Work Plan Item	Delivered by	Target Completion Date	Resource Required	Output
	3. Monitor site features and recreational use to determine the effects of site management.				
3a	Develop a monitoring scheme for key species and designations within the Park, through developing links with partner organisations and local communities.	WS Parks & Open Spaces Manager & Senior Ranger	Suffolk Wildlife Trust (SWT) to be commissioned in 2018 to undertake an audit to establish a more up to date benchmark. Audit to be completed in financial year 2018-19	Officer time + Cost of commissioning SWT	SWT will be commissioned to undertake an audit of the site (as WS Parks have done for all their other significant venues). The output will be an updated appendix 3.
3b	Monitor key species and designations within the park.	Senior Ranger with help from: <ul style="list-style-type: none"> Volunteers 	Monitoring regime in place for financial year 2019-20	Officer time & Volunteers time	An Annual Site Audit
3c	Review site work plan on an annual basis following the annual audit of the sites facilities and information from surveys.	WS Parks & Open Spaces Manager & Senior Ranger	Audits conducted in February of each year. Work plan prepared in time for each new financial year.	Officer time	Annual work plan review.
3d	Monitor and evaluate visitor numbers and carry out a series of visitor surveys. Use this data to steer future management initiatives.	Senior Ranger	Numbers monitored quarterly. Survey every 3 rd year	Officer time.	Quarterly report. Visitor survey every 3 rd year.

7.0 Work Plan – Brandon Country Park – 2018-2028 (Continued)

	Work Plan Item	Delivered by	Target Completion Date	Resource Required	Output
	4. Promote the benefits of visiting the Country Park to the local community and provide visitors with information and events to enhance their enjoyment of the site.				
4a	Develop and implement a year round events programme for the park.	Senior Ranger & WS Event Officer	Ongoing (Review 6 monthly)	Officer time + Cost of any commissioned events	A series of events will be held each year which are marketed and attended well.
4b	Develop a strategy to promote BCP through interpretation either fixed or information leaflets.	WS Marketing & Sales Manager	Ongoing (Initial review in first 3 months of taking on site, annually thereafter)	Officer time + Cost of any material produced.	That the park continues to be well marketed and visited.
4c	Promote BCP through electronic media such as web site Trip Advisor and Facebook.	Senior Ranger with help from WS Marketing & Sales Manager	Ongoing	Officer time	That the park continues to be well marketed and visited.
4d	Provide a first class venue in the Café and integrate that experience with the wider Park.	Verse – Contract monitored by WS Parks & Open Spaces Manager	Ongoing	Officer time	The café remains popular and footfall increases.
4e	Diversify activities that take place in the park to encourage a wider user group and develop activities such as 'Farmers markets' and music events.	Senior Ranger	Ongoing	Officer time	The series of events which the park hosts will be diverse in nature.
4f	Promote the park as an educational resource for local schools through activities such as 'Forest schools'	Senior Ranger	Contact schools in 2018 to gauge their appetite.	Officer time	The market for this activity will be tested.

7.0 Work Plan – Brandon Country Park – 2018-2028 (Continued)

	Work Plan Item	Delivered by	Target Completion Date	Resource Required	Output
	5. Check and manage the site to ensure that it is safe for public access and informal recreation.				
5a	Carry out safety checks of physical and natural infrastructure of the park.	<ul style="list-style-type: none"> • Trees WS Tree Officer • Play area WS Play area inspector. • Public Toilets Verse Contract • Café Verse Contract • Other Parks Infrastructure Senior Parks Ranger 	Ongoing	Officer time + Costs associated with rectifying defects.	West Suffolk Parks Service fulfills its duty of care obligation to its visitors
5b	Review risk assessments on an annual basis.	WS Parks & Open Spaces Manager & Senior Ranger	Ongoing Annually or as and when things change.	Officer time	West Suffolk Parks Service fulfills its duty of care obligation to both its visitors & staff
5c	Ensure staff & volunteers remain suitably trained and equipped to do the jobs expected of them.	WS Parks & Open Spaces Manager & Senior Ranger	Ongoing Reviewed annually at appraisal.	Officer time + costs associated with training.	West Suffolk Parks Service fulfills its duty of care obligation to both its visitors & staff

7.0 Work Plan – Brandon Country Park – 2018-2028 (Continued)

	Work Plan Item	Delivered by	Target Completion Date	Resource Required	Output
	6. Reduce the overall cost of maintaining the park by increasing income whilst maintaining service standards.				
6a	Monitor and review performance of the Catering contract with Verse	WS Parks & Open Spaces Manager	Ongoing (7 Year contract commencing April 2018)	Officer time	Regular contract review meetings held. Any shortcomings in service delivery are quickly resolved
6b	Make the car-park a licensed car-park and enforce non-payment of car-parking levy	WS Car-Parks Service	Car-park will be licensed in April 2018. Enforcement will be ongoing thereafter.	Officer time + Costs associated with getting a licence.	Licensed Car-park Income is maximised for the benefit of the park.
6c	Promote greater uptake of the annual Car permit scheme	WS Marketing & Sales Manager	Ongoing	Officer time	10 % Increase in the sale of Permits by 2020.
6d	Promote greater use and a source of income from the Engine house	Senior Ranger with help from WS Marketing & Sales Manager	Ongoing	Officer time	10% increase in its use each year.
6e	Meet the annual target set for income from externally managed events.	WS Events Officer & Senior Ranger	Ongoing (reviewed monthly)	Officer time	Income Target achieved.
6f	Investigate the merits of investing in renewable energy sources on site e.g. solar photovoltaics (PV) and solar thermal.	WS Environmental Management Team	During financial year 2018-19	Officer time	Receipt of a report which sets out a series of recommendations which the Parks Service and Verse can consider.

8.0 Monitoring & Review



Visitor's needs

There should be at least one visitor survey every third year that asks how visitors rate the quality of the site how satisfied they are and what improvements they would like to see. Consultation should also be undertaken when any significant changes to facilities are being considered.

Work plan delivery

Site staff and managers will meet monthly to discuss progress on the work plan and adherence to financial requirements. Every six months, through staff development review, adjustments can be made if revised targets are required.

Stakeholder liaison

All stakeholders should be given at least an annual opportunity to meet with site staff to comment on progress.

Overview

West Suffolk's Parks & Open Spaces Manager and the sites Senior Ranger will appraise the whole plan each February prior to the commencement of the new financial year to ensure that the aims and objectives are relevant and appropriate.



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Phillip Parker, Brandon Country Park Ecological Conservation Plan (2005) Phillip Parker Associates, Kings Lynn, Norfolk

Suffolk scarce Plant Register (2005) www.users.globalnet.co.uk/~sbrc/RPR.htm

UK BAP (2008) www.ukbap.org.uk

Butterfly Conservation (2008) www.butterfly-conservation.org

Appendix 1 Site Management Budget

A/C Code	Description	Budget £
	Employees	
R1000	Salaries - Basic Pay	47,235
R1001	Salaries - Employers National Insurance	3,399
R1002	Salaries - Other Pay	464
R1003	Salaries - Overtime	2,976
R1006	Salaries - Employers Superannuation	14,343
R1010	Salaries - Vacancy Savings	-1,710
R1500	Staff Advertising Costs	500
	Sub-total	67,207
	Premises	
R2002	R & M of Buildings	15,000
R2006	Grounds Maintenance - Additional Works	7,500
R2100	Electricity	7,295
R2300	Business Rates	1,037
R2400	Water Services	2,104
R2700	Contract Cleaning	7,100
R2725	Waste & St. Cleansing - Operational Charge	3,407
R2750	Grounds Maintenance - Operational Charge	4,000
R2800	Insurance - Premises	295
R2900	Annual Contribution to Premises Reserves	13,500
	Sub-total	61,238
	Transport	
R3000	Vehicle Fuel	1,141
R3026	Vehicle Telematics Charge	29
R3050	Vehicle workshop - operational charge	1,445
R3500	Insurance - Vehicles	282
	Sub-total	2,897
	Supplies & Services	
R4000	Tools & Equipment - Purchase	800
R4003	Tools & Equipment - R & M	500
R4010	Materials - General	1,358
R4880	Miscellaneous Expenses	2,000
	Sub-total	4,658
	Income	
R9100	Contributions - Suffolk County Council	-25,000
R9173	Reimbursement - Utility & Other Costs	-7,000
R9220	Sales - Commission (Income from café concession)	-10,000
R9304	Fees - Car Parking	-48,000
R9308	Fees - Leisure Services (Events)	-6,000
R9404	Rents - Other Property	-3,000
R9890	Financed from Reserves	-15,000
	Sub-total	-114,000
	Total	22,000

Appendix 2: SPECIES Data

	Status	date last recorded	Site Compartments
Birds			
uK BAP (2008) JnCC (2008) Schedule 1			
Cross Bill (<i>Loxia curvirostra</i>)	Schedule 1	2009	3, 2
Cuckoo (<i>Cuculus canorus</i>)	Amber (JNCC)	2008	11
Most of the Bird species records for BCP are now considered to old (Natural England 2005) to be used. Listed below are the species seen in the park in the 1990's. Further surveying would need to be carried out in order to establish if species are still present			
Turtle Dove (<i>Streptopelia turtur</i>)	UK BAP	1997	Unknown
Song Thrush (<i>Turdus philomelos</i>)	UK BAP	1999	Unknown
Redstart (<i>Phoenicurus phoenicurus</i>)	Schedule 1, Amber	1994	Unknown
Kingfisher (<i>Alcedo atthis</i>)	Schedule 1	1997	Unknown
Yellowhammer (<i>Emberiza citrinella</i>)	Red	1999	Unknown
Starling (<i>Sturnus vulgaris</i>)	Red	1999	Unknown
Green Woodpecker (<i>Picus viridis</i>)	Amber	1999	Unknown
Meadow Pipit (<i>Anthus pratensis</i>)	Amber	1997	Unknown
Mistle Thrush (<i>Turdus viscivorus</i>)	Amber	1999	Unknown
Wood Warbler (<i>Phylloscopus sibilatrix</i>)	Amber	1997	Unknown
Goldcrest (<i>Regulus regulus</i>)	Amber	1999	Unknown
Amphibians & reptiles			
uK BAP (2008)			
Great Crested Newt (<i>Triturus cristatus</i>)	UK BAP	2007	6,3
Common Toad (<i>Bufo bufo</i>)	UK BAP	2008	6, 5, 9, 3
Grass Snake (<i>Natrix natrix</i>)	UK BAP	2008	2,3,4,6
Adder (<i>Vipera borus</i>)	UK BAP	2008	1, 10
Vascular Plants			
uK BAP (2008), Suffolk Scarce Plant register (2005)			
Barberry (<i>Berberis vulgaris</i>)	SSPR	2008	9
Pheasants eye (<i>Adonis annua</i>)	SSPR	1990	Unknown
Shepherds needle (<i>Scandix pecten-veneris</i>)	SSPR	1990	Unknown
Henbane (<i>Hyoscyamus niger</i>)	SSPR	1990	Unknown
Small scabious (<i>Scabiosa columberia</i>)	SSPR	1990	Unknown
Fungi - uK BAP, Jonathon revett (2008)			
Earth Star (<i>Geastrum coronillum</i>)	UK BAP	2002	4, 8, 9
745 species of fungi		2009	whole of site

	Status	date last recorded	Site Compartments
Bats			
Soprano Pipistrelle bat (<i>Pipistrellus pygmas</i>)		2008	1
Brown Long eared bat (<i>Plecotus auritus</i>)		2005	9
Noctule bat (<i>Nyctalus noctula</i>)		2008	4, 6
Pipistrelle (<i>Pipistrellus pipistrellus</i>)		2005	4, 6
Daubentons (<i>Myotis daubentonii</i>)		2005	Unknown
Barbastelle (<i>Barbastella barbastellus</i>)		2007	9
Butterflies			
regional Action Plan For Anglia (Butterfly Conservation) 2008, uK BAP (2008)			
White-Letter Hairstreak (<i>Satyrrium w-album</i>)	UK BAP, BC at Risk: High	1998	Unknown
Grayling (<i>Hipparchia semele</i>)	UK BAP, BC at Risk: High	1998	Unknown
Green hairstreak (<i>Callophrys rubi</i>)	UK BAP, BC at Risk: Medium	1998	Unknown
Small heath (<i>Coenonympha pamphilous</i>) *UK BAP Research only	UK BAP*, BC at Risk: Medium	1998	Unknown
Moths			
uK BAP, Mike Hall (2009)			
Lunar Yellow Underwing (<i>Noctuna orbona</i>)	UK BAP, MH: High	1992	Unknown
False Mocha (<i>Cyclophora punctana</i>)	UK BAP, MH: High	1992	Unknown
Square-spotted Clay (<i>Xestia rhpmbodea</i>)	MH: High	1998	Unknown
Broom tip (<i>Chesias rufata</i>)	UK BAP	1992	Unknown
Small Square-spot (<i>Diarsia rubi</i>)	UK BAP	1992	Unknown
Powdered Quaker (<i>Orthosia gracillia</i>)	UK BAP	1992	Unknown
Shoulder-striped Wainscot (<i>Mythimna comma</i>)	UK BAP	1992	Unknown
The Sallow (<i>Xantia iactertia check spelling!</i>)	UK BAP	1992	Unknown
Mouse Moth (<i>Amphipyra tragopogonis</i>)	UK BAP	1992	Unknown
Rosy Minor (<i>Mesoligia literosa</i>)	UK BAP	1992	Unknown
Ear Moth (<i>Amphipoea oculea</i>)	UK BAP	1990	Unknown
The Rustic (<i>Hoplorina blanda</i>)	UK BAP	1992	Unknown
Dark-barred Twin-spot Carpet (<i>Xanthorhoe ferrugata</i>)	UK BAP	1998	Unknown
Small Phoenix (<i>Ecliptopera silaceata</i>)	UK BAP	1992	Unknown
The Streak (<i>Chesias legatella</i>)	UK BAP	1992	Unknown
White Ermine (<i>Spilosoma lubricipeda</i>)	UK BAP	1992	Unknown
Buff Ermine (<i>Spilosoma luteum</i>)	UK BAP	1992	Unknown

	Status	date last recorded	Site Compartments
Cinnabar (<i>Tyria jacobaea</i>)	UK BAP	1992	Unknown
Green-brindled Crescent (<i>Allophyes oxyacanthae</i>)	UK BAP	1992	Unknown
Royal Mantle (<i>Catarhoe cuculata</i>)	MH: medium	1992	Unknown
Wood Carpet (<i>Epirrhoe eivata</i>)	MH: medium	1992	Unknown
Scarce Tissue (<i>Rheumaptera cervinalis</i>)	MH: medium	1992	Unknown
Scallop Shell (<i>Rheumaptera undulata</i>)	MH: medium	1992	Unknown
Clouded Magpie (<i>Abraxas sylvata</i>)	MH: medium	1992	Unknown
Speckled Yellow (<i>Pseudopanthera macularia</i>)	MH: medium	1992	Unknown
Rosy Footman (<i>Mitochrista miniata</i>)	MH: medium	1992	Unknown
Cream-spot Tiger (<i>Artica villica</i>)	MH: medium	1992	Unknown
Tripe-spotted Clay (<i>Xestia ditrapezium</i>)	MH: medium	1992	Unknown
Dotted Clay (<i>Xestia baja</i>)	MH: medium	1992	Unknown

Appendix 3 - Links to Corporate Strategies and Obligations

Wider Context - Policy Statements/Aims and Objectives of Strategic Documents

1.1 Transforming Suffolk – Suffolk’s Community Strategy 2008-2028

The Suffolk Strategic Partnership agreed four fundamental themes upon which the strategy is based, and identified a strategic priority for each of them:

1. A Prosperous and Vibrant Economy – to become the most innovative and diverse economy in the East of England
2. Learning and Skills for the Future – to have learning and skills in the top quartile in the country
3. Creating the Greenest County – to be the county with the greatest reduction in carbon emissions
4. Safe, Healthy and Inclusive Communities – to create a place where everyone is safe, healthy and involved, no matter who they are, or where in the county they live.

1.2 West Suffolk Strategic Plan 2014 - 2016

The Council has three key priorities. Priority 2 in particular, and elements of priority 3, have relevance for open space:-

Priority 1: Increased opportunities for economic growth

Priority 2: Resilient families and communities that are healthy and active

Priority 3: Homes for our communities.

The current strategic plan will be reviewed after the decisions process for devolution in Suffolk and Norfolk is complete.

1.3 West Suffolk Sustainability Strategy 2013 – 2018

This document has strategic aims for open spaces and a quote from the document is provided below.

West Suffolk is fortunate to contain some internationally important natural landscapes such as the Brecks to the north, the Stour and Dedham Vale to the south and high quality river valleys. There are also a wide range of semi-natural areas both in towns and countryside that form important links to these key habitats. These are regarded as some of the most important natural habitats in the country.

Both the landscapes and the wildlife that they contain are important for their own sake. In addition, local biodiversity provides us with services which are vital to our wellbeing and local prosperity. The links between health and the environment are recognised in Suffolk and the need to empower communities to utilise, encourage and expand their activity to meet needs that have been locally identified, have been incorporated into the Suffolk Joint Health and Wellbeing

strategy. This social and economic value is also recognised nationally¹². Our challenge is to prevent a decline in this natural capital for the benefit of current and future generations.

A significant contribution to the protection and enhancement of local landscapes and environmental assets is made by local planning policies covering West Suffolk.

Our countryside services work hard to conserve and enhance West Suffolk's special landscape and wildlife, managing our own assets along with working closely with land owners, local communities and partner organisations, to manage a number of important local sites, provide advice on countryside issues and to develop opportunities for access and enjoyment of the area. Separate arrangements are in place to manage the parks and other open spaces under the control of the councils; these include specific management plans for key parks along with a more general Tree and Woodland Strategy covering St Edmundsbury.

1.4 West Suffolk Tree Management Policy (2014)

The West Suffolk tree management strategy has policies regarding:-

- Conservation and management of the Councils' own trees
- Regular health and safety inspections and remedial safety work.

1.5 West Suffolk Families and Communities Strategy, November 2013

1.6 The strategy includes a number of measures to support families and community, including empowering communities and providing opportunities for community participation.-

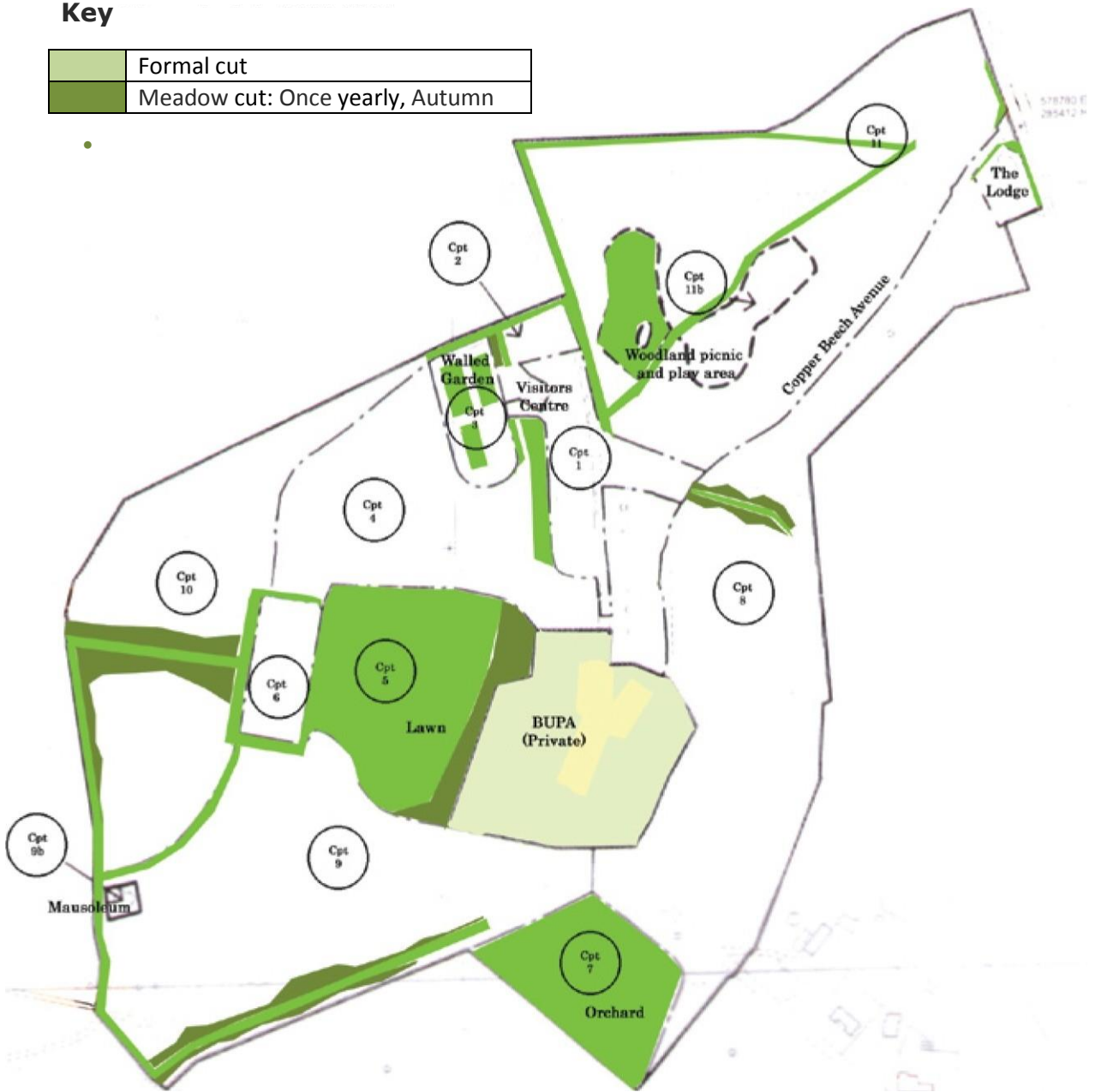
1.7 The Forest Heath Local Plan Core Strategy.

Numerous vision statements and policies relate to healthy environment, management of the environment and open spaces for community benefit:

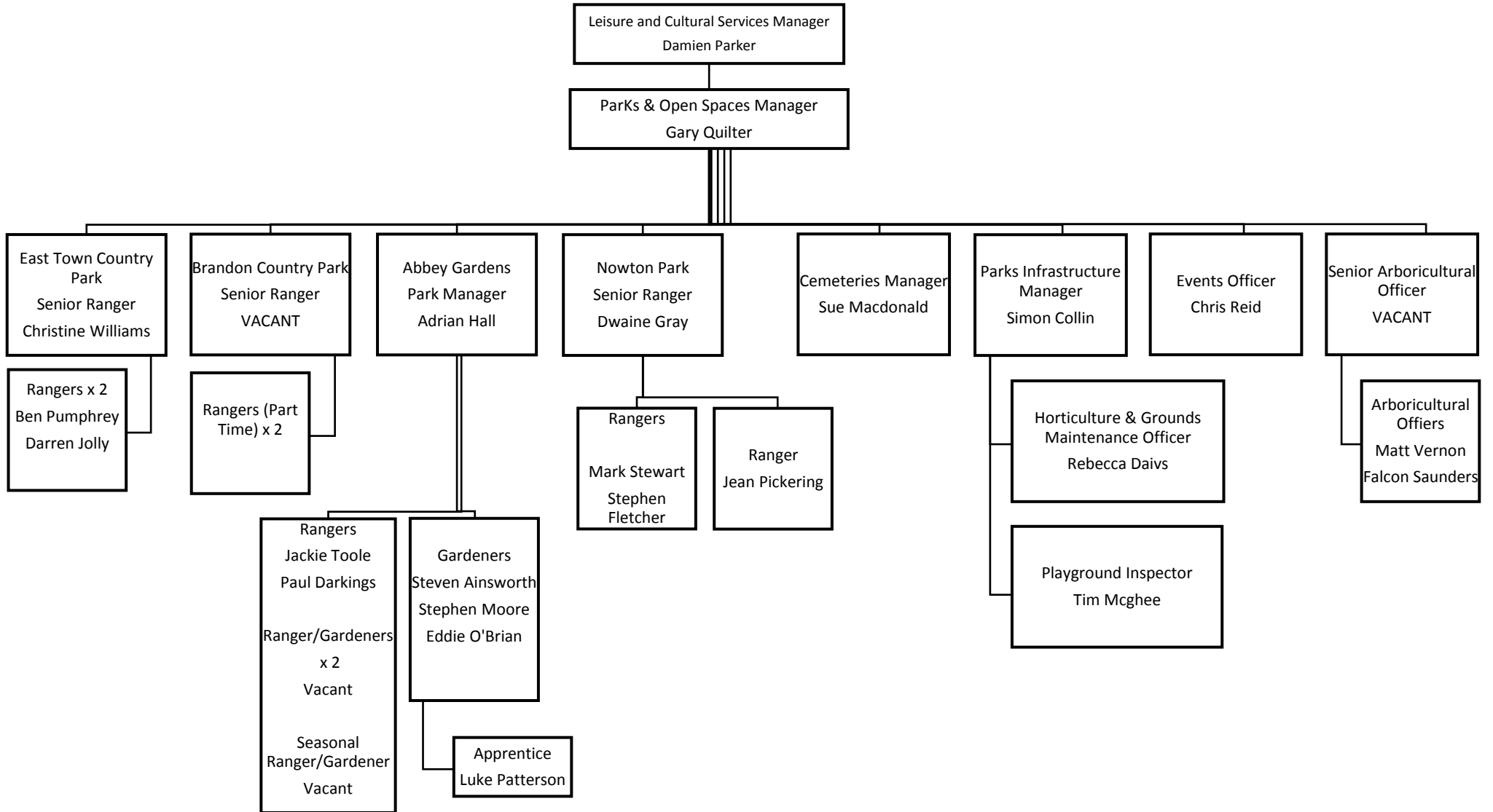
Appendix 4 – Grass cutting Regimes

Key

	Formal cut
	Meadow cut: Once yearly, Autumn



Appendix 5 Staff Structure



Appendix 6 Risk assessment

RISK ASSESSMENT FORM

Department:	Operations Leisure & Cultural Services	Section:	Parks Service	Location:	Brandon Country Park
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Activity/Process	Location of Activity/Process		Number of persons at risk			
			1	2 to 5	6 to 10	10 Plus
Formal and informal recreation	Throughout the park	Employees		X		
		Others				X

Hazards involved with Activity/Process	Existing Safety measures / controls	Score	Additional controls required	Responsibility (Name)	Signature on Completion
Slips, trips and falls: uneven surfaces, protruding path edges, roots, steps, slopes, holes and mounds, long grass	The park is patrolled at least once a week. Necessary repairs are communicated to the relevant member of staff or carried out ASAP.	2 x 1 = 2			
				Target date	Completion Date
				New Score	
	Footpaths, service roads, car park and furniture maintained to standards applicable to outdoor environment.	2 x 1 = 2			
				Target date	Completion Date
				New Score	
Unsafe behaviour by members of the public	Signage is used to inform site visitors of park regulations and to exclude certain users from certain areas (e.g. dogs in the play area).	1 x 2 = 2			
				Target date	Completion Date
				New Score	
Vandalism - damages to features rendering them unsafe	The park is patrolled at least once a week. Necessary repairs are communicated to the relevant member of staff or carried out ASAP.	1 x 2 = 2			
				Target date	Completion Date
				New Score	

Dangerous litter (e.g. broken glass, sharps, contaminated materials)	The park is patrolled at least once a week. Any sharps found are removed immediately.	2 x 1 = 2		Target date	Completion Date
				New Score	
Food litter: contamination from vermin (disease), ingestion of unsafe foodstuff.	The park is patrolled at least once a week. Litter bins are emptied on contract.	1 x 2 = 2		Target date	Completion Date
				New Score	
Toxocariasis	"No fouling" notices displayed and regulation enforced as much as practicable. Public education via Park Rangers.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Dog bins provided. Dogs excluded from play area.	1 x 2 = 2		Target date	Completion Date
				New Score	
Traffic accidents	5mph speed limit throughout park.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Barriers and gates installed to prevent access by unauthorised vehicles. Gates kept locked wherever practical.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Pedestrian exits: pavement barriers and/or gates installed wherever practical.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Contractors notified of duty of care and 5mph speed limit. Marshalling required when the park is open to traffic as part of an event.	1 x 2 = 2		Target date	Completion Date
				New Score	
Cycling accidents	Cyclists deemed unsafe are approached, informed of duty of	1 x 2 = 2		Target date	Completion Date

	care asked to show consideration to other users			New Score	
	5mph speed limit throughout park.	1 x 2 = 2		Target date	Completion Date
				New Score	
Impact with footballs: damage to people and property	Football pitches sited on large areas of grass clearly visible from a distance.	1 x 2 = 2		Target date	Completion Date
				New Score	
Sporting injuries on pitches	Pitches maintained to required standards by club. Pitch users required to make their own provisions for health and safety.	1 x 2 = 2		Target date	Completion Date
				New Score	
Impact with hard balls (e.g. golf, cricket)	Regulations enforced as practicable during patrols and whenever a breach is reported.	1 x 2 = 2		Target date	Completion Date
				New Score	
Personal attack	Generally an open aspect site.	1 x 3 = 3		Target date	Completion Date
				New Score	
Trees: falling tree limbs	Regular inspections from Park Rangers. Annual tree inspections by Arboricultural Officer.	1 x 3 = 3		Target date	Completion Date
				New Score	
	Tree surgery carried out as appropriate by approved contractors under the guidance of the Arboricultural Officer.	1 x 3 = 3		Target date	Completion Date
				New Score	
Trees – climbing: falling	Individual cases treated separately. Branches raised where appropriate, in consultation with Arboricultural Officer.	1 x 3 = 3		Target date	Completion Date
				New Score	
	Individual cases treated separately. Branches raised	1 x 2 = 2		Target date	Completion Date

Trees – low branches: walking, running into obstacles	where appropriate, in consultation with Arboricultural Officer.			New Score	
				Target date	Completion Date
				New Score	
Injuries from dogs	"Dogs under control" notices displayed and regulation enforced as much practicable.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Any instances of unsafe behaviour by dogs reported to police as appropriate.	1 x 2 = 2		Target date	Completion Date
				New Score	
Illness or accident: delays in obtaining medical help	First Aid Box available in Ranger vehicle and in the Rangers Office. Park Ranger trained in First Aid.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Mobile phones carried by Wardens.	1 x 2 = 2		Target date	Completion Date
				New Score	
				Target date	Completion Date
Management / maintenance work carried out by staff, contractors or volunteers: accidents	Members of staff trained and provided with PPE. Equipment inspected prior to use and regularly maintained and serviced.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Public excluded from working area with signs or barriers when required.	1 x 2 = 2		Target date	Completion Date
				New Score	
	Contractors informed of duty of care, required to follow safe working procedures and obtain suitable PLI.	1 x 2 = 2		Target date	Completion Date
				New Score	

	See separate Risk Assessments for individual tasks and specific equipment.				Target date	Completion Date
					New Score	
Hazardous plants: irritation, poisoning, thorns	Hazardous plants (e.g. hogweed) controlled to prevent spread.	1 x 2 = 2			Target date	Completion Date
					New Score	
Fires in buildings	Fire extinguishers provided in all building on site.	1 x 3 = 3			Target date	Completion Date
					New Score	
	Extinguishers are regularly monitored by staff, refilled as necessary and checked by contractor annually.	1 x 3 = 3			Target date	Completion Date
					New Score	
	Fires are not allowed in the park unless supervised by Park Ranger or as part of booked activities following park guidelines.	1 x 2 = 2			Target date	Completion Date
					New Score	
	Barbeques are only allowed by prior consent in the designated area and follow the guidelines of the Barbeque and Cookout Policy.	1 x 2 = 2			Target date	Completion Date
					New Score	
	All unauthorised fires are reported to the Fire Brigade immediately.	1 x 2 = 2			Target date	Completion Date
					New Score	
Stings and bites, Weil's disease, Lyme disease, Tetanus	Site Ranger can advise on as required	1 x 3 = 3			Target date	Completion Date
					New Score	
	Wasp nests in sensitive areas are destroyed by contractors ASAP.	1 x 3 = 3			Target date	Completion Date
					New Score	

Heat exhaustion / sunburn / skin melanomas / hypothermia	Site Warden can advise on as required	1 x 2 = 2			
				Target date	Completion Date
				New Score	
				Target date	Completion Date
				New Score	
				Target date	Completion Date
Falling in water body or water courses: drowning	The Lake are maintained to best possible standards given ground conditions and changing water levels.	1 x 3 = 3			
				Target date	Completion Date
				New Score	
	The lake is clearly visible from a distance, with shallow banks on the front side and vegetation to prevent access on the other sides.	1 x 3 = 3			
				Target date	Completion Date
				New Score	
	There are two Lifebuoys and Lifebuoy Housings by the lake which are checked weekly	1 x 3 = 3			
				Target date	Completion Date
				New Score	
Throw rope available when working near water and during pond-dipping activities.	1 x 3 = 3				
			Target date	Completion Date	
			New Score		

Date Implemented	28-02-2018	Controls effective	YES /NO	Assessor	Gary Quilter	Signature		Date	28-02-2018
Comments: Assessment review date (1 Year from last review date unless process changes or otherwise stated) (PTO) Senior Manager Signature _____ Name _____ Damien Parker Date _____ 28-02-2018									

Risk Rating		Action Bands	
<i>Likelihood</i>	<i>Severity of Injury</i>	<i>Rating Band</i>	<i>Action Band</i>
1 = Most unlikely	1 = Trivial injury	1 - 2 = Minimal Risk	Maintain Control Measures
2 = Unlikely	2 = Slight injury	3 - 4 = Low Risk	Review Control measures
3 = Likely	3 = Serious injury	6 - 8 = Medium Risk	Improve Control Measures
4 = Most likely	4 = Major injury or Death	9 - 12 - 16 = High Risk	Improve Control Measures immediately / Consider stopping work

Additional Remarks:

Review Date	Assessor	Signature	Date	Remarks
28-02-2019	Damien Parker	Damien Parker	28-02-2018	