

**Wirral Council  
Community Services Department  
Parks & Countryside Service**

# **Flaybrick Memorial Gardens**



## **2024 – 2029 Draft Management Plan**

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## Preface.

This is the 2024-2029 Management Plan for Flaybrick Memorial Gardens (FMG). The plan will highlight areas for improvement in the cemetery and produce a clear vision on how we intend to maintain our standards. Since a staffing restructure in 2015, the cemetery has been the responsibility of the Area Manager and Local Area Team Leader for Birkenhead with staff and the Friends of Flaybrick. The new Management Plan takes account of the Conservation Management Plan produced by Purcell's with approval of Historic England, and passed by the Planning Committee on 13<sup>th</sup> September 2018. It can be downloaded from...

<https://www.wirral.gov.uk/planning-and-building/built-conservation/conservation-areas>

## 1 Introduction

The plan is intended to provide a framework for the development and improvement of Walker Park. If you wish to find out further information about this document or submit any suggestions, please contact the **Parks and Countryside Service** at Wirral Council on telephone number **0151 606 2004** or report the problem on the website [www.wirral.gov.uk](http://www.wirral.gov.uk) or write to:

**Wirral Council**  
**Neighbourhood Services**  
**Parks & Countryside Service**  
**Wirral Council**  
**Wallasey Town Hall**  
**Brighton Street**  
**Wallasey**  
**CH44 8ED**

### 1.1 Purpose and Scope of the Plan

The prime purpose of this plan is to ensure that the future upkeep and management of the cemetery will be sustained to the standard set by the Green Flag Award and that all interested parties work towards the same objective.

This Plan covers the period from 2024-2029 and will be reviewed and updated on a yearly basis.

The Plan is prepared for all those who use, manage or who might have an interest in the cemetery, either now or in the future. It will continue to be subject to discussion and review with key stakeholders.

## **2 The Wider Policy Context**

Wirral Council's Parks and Countryside Service are based within the Neighbour Services Department of Wirral Council.

The content and structure of the Management Plan has been informed by the following guidelines:

A Guide to Producing Park and Green Space Management Plans (CABE Space, 2004)

<https://webarchive.nationalarchives.gov.uk/ukgwa/20110118095356/http://www.cabe.org.uk/files/parks-and-green-space-management-plans.pdf>

Raising the Standard: The Green Flag Awards Guidance Manual (Keep Britain Tidy, 2016) [www.greenflagaward.org/media/1019/green-flag-award-guidelines.pdf](http://www.greenflagaward.org/media/1019/green-flag-award-guidelines.pdf)

### **2.1 Corporate Objectives**

The Council's Vision is that Wirral will be a place where the vulnerable are safe and protected, where employers want to invest and local businesses thrive, and where good health and an excellent quality of life is within the reach of everyone who lives here.

The Wirral Plan agreed by cabinet in September 2021 sets out a series of pledges which the Council and its partners will work to achieve by 2026 focussing on 5 key themes:

- Inclusive Economy
- Safe and Pleasant Communities
- Sustainable Environment
- Brighter futures
- Active and healthy lives

The Wirral 2021-26 plan is available to download online:

<http://democracy.wirral.gov.uk/documents/s50080601/Appendix%20%20Wirral%20Plan%202021-26.pdf>

### **1.1. Parks and Countryside Service Objectives**

The department's role is to protect the environmental quality of key locations across the borough for all local people, communities, and visitors to enjoy and to influence investors to operate their businesses and encourage new investors. Parks and countryside site maintenance and land uses will be re-aligned where appropriate to achieve resource and economic efficiencies whilst promoting health, social and environmental benefits to our communities.

The Parks and Countryside Service have produced a 10-year Parks and Open Spaces Strategy that will inform and direct the next 10 years for the service (running from 2014-2024). It is available online at:

<https://www.wirral.gov.uk/sites/default/files/all/Leisure%20parks%20and%20events/parks%20and%20open%20spaces/Wirral%20Parks%20and%20Open%20Spaces%20Strategy%202014-2024.pdf>

The Strategy sets out how Wirral Parks and Countryside Service will aim to provide attractive and well managed parks and open spaces, whilst being accessible; and providing positive and healthy activities for all local people, communities, and visitors to enjoy and to attract and retain investment in the borough. The service also intends to contribute to the environmental sustainability and biodiversity of Wirral to achieve a good balance by protecting habitats while supporting economic growth.

## **1.2. Environmental Initiatives**

Wirral Council is committed to carrying out its work in an environmentally responsible manner.

Wirral Council declared an Environment and Climate Emergency at Council in July 2019 and through this committed to action to address the ecological and climate crisis that we face.

The commitment to action aims to:

- cut climate damaging pollution locally in line with global targets, whilst developing resilience to more extreme weather patterns and rising sea levels that impact Wirral
- protect and enhance biodiversity

As a local authority, we can have a positive influence through:

- how we organise our operations and services
- the regulations and policies we set
- the goods and services we buy
- the investments we make
- the example we set to others.

Tackling the ecological and climate crisis presents major opportunities locally to improve quality of life, health, wellbeing and the economy.

More information on the Climate Emergency Declaration maybe found at:

<https://www.wirral.gov.uk/about-council/climate-change-and-sustainability/climate-change-action>

To deliver against these aims Wirral Has developed 'Cool Wirral'. The Cool Wirral campaign is aimed at encouraging local climate-related action in support of the delivery of the 'Cool 2 Climate Change Strategy for Wirral:-

[View Wirral Council's Cool 2 climate strategy and progress reports](#)

The Cool Wirral Partnership (formerly the Wirral Climate Change Group) co-ordinates local action on climate change. The partnership is supported by Wirral Council and a variety of partnership.

More information on the Cool Wirral Partnership maybe found at:

[https://www.wirral.gov.uk/about-council/climate-change-and-sustainability/cool-wirral#:~:text=The%20Cool%20Wirral%20Partnership%20\(formerly,Wirral%20Partnership%20NHS%20Foundation%20Trust](https://www.wirral.gov.uk/about-council/climate-change-and-sustainability/cool-wirral#:~:text=The%20Cool%20Wirral%20Partnership%20(formerly,Wirral%20Partnership%20NHS%20Foundation%20Trust)

Some key initiatives include:-

### **Designating Pollinators and wildflower sites**

A large proportion of pollinators are flies, including more than 250 species of hoverfly. Bees make up about a quarter of the pollinating insects and in the UK alone there are approximately 250 species of bee, 24 species of bumblebee, 225 species of solitary bee and just one species of honeybee. Butterflies and moths are also pollinators as well as bugs and beetles.

In line with the council's Climate Emergency Response, steps are being taken to prioritise pollinators. Dependant on the location of a verge, pollinators are prioritised in various ways, these methods can include:

- planting pollinator friendly plants
- not mowing grass verges when wildflowers of significance are in season
- reduced weed removal in the area of pollinator sights

<https://www.wirral.gov.uk/environmental-problems/street-care-and-cleaning/pollinators-and-wildflower-sites>

### **No Mow May**

Throughout the month of May, the council takes part in the [No Mow May campaign](#), which is about stopping mowing in general grass areas in parks to help bees, butterflies and wildlife.

### **Trees, hedgerows and woodland**

The council have been working with partners and stakeholders to develop a 10-year strategy to consider how we manage and respond to the borough's current trees and the future provision of trees. In the ten-year span of this strategy over 210,000 trees will be planted, at least 21,000 per year. In doing so we will replace many times over the number of trees unavoidably lost. The trees that are planted will see Wirral's tree canopy cover doubled by the time they are fully grown.

We will adopt the principle of 'the right tree for the right place' to ensure the most resilient tree population possible. We will establish a clear picture of Wirral's tree stock and its benefits. We will work constructively with individuals and groups to deliver this vision.

<https://www.wirral.gov.uk/about-council/climate-change-and-sustainability/trees-hedgerows-and-woodland>

### 3 Vision and Policies

#### **A vision for the future of Flaybrick Memorial Gardens**

As owners of Flaybrick Memorial Gardens, Wirral Council seek to conserve the communal and heritage interest of the site for the peaceful enjoyment of all. The site is listed as a Grade II\* registered landscape, in recognition of its national importance, and its significant associations with notable local burials and the nationally-recognised designer Edward Kemp.

Flaybrick Memorial Gardens is at an exciting point in history, and Wirral Council recognises the amenity value in this site for those who use it for commemoration or enjoyment as a green space. The commitment of Wirral Council to the site is illustrated by their recent support for repairs to the listed historic chapel. A Conservation Management Plan has also been commissioned by the council, in partnership with Historic England, to better understand the site and to put in place strategic policies and actions for future management of the site.

The future vision of Wirral Council is to implement a long-term sustainable strategy for the site, which will conserve significance (the process of sustaining and enhancing heritage interest), provide a programme for management and set out deliverable actions to achieve this. The strategy for Flaybrick Memorial Gardens is based on eight conservation principles, which aim to conserve the original design intent of Kemp.

These principles and actions will allow the council leaders, operative staff and volunteers to make informed decisions at all levels – from replacement planting, to headstone repairs. They will also provide evidence for transparent decision-making, which can be scrutinised by statutory bodies, external funders and those responsible for other similar sites elsewhere.

The implementation of a coherent management strategy for the site will allow the wealth of understanding to be shared with those involved in its care, increase engagement of other interested parties, provide visitor interpretation and set parameters for the direction of volunteer support.

#### **Policies**

##### **A Legislation and statutory requirements**

The site is of national significance and is designated as a Grade II\* Registered Park and Garden, a Conservation Area and contains Listed Buildings. Great weight will be given to the site's conservation and any harm will require clear and convincing justification (NPPF, paragraph 132). Substantial harm to the site will be wholly exceptional

##### **B Conservation of significance**

All change will be informed by detailed research and investigation into the specific components or areas proposed for alteration and its identified significance. This robust understanding will ensure the potential impact of proposals is carefully considered against

significance to ensure it conserves heritage interest through repair, restoration maintenance or management.

**C Site management and use**

A strategic action plan for the long-term management of Flaybrick Memorial Gardens will be implemented in order to best conserve its authenticity and integrity and to retain it in its primary use as a cemetery and green space. The action plan will set out management policies for repair, maintenance, landscape management, planting, new uses, volunteer responsibilities and enhancing engagement. It will be accessible for all levels of site user and will be updateable for the future

**D Visitor experience and publicity**

The site will be accessible for the enjoyment of all, both physically and intellectually. Actions will be put in place that seek to increase engagement and a shared understanding of the site through new initiatives, interpretation and wider participation. New, uses that are complementary to the primary use of the site will be considered to encourage engagement and increase enjoyment.

**E Landscape Management**

All landscape management decisions will conserve the authenticity and integrity of Kemp' original layout, views, planting and architectural design. Future maintenance and alterations will be based on a clear understanding of the original scheme. Proposals that erode this understanding will not be acceptable. Care should be taken to ensure minor and incremental changes do not have a cumulative negative impact.

**F Environment, arboriculture and ecology**

Management and proposed change on the site will promote biodiversity and confirm to high horticultural and arboricultural standards. Conflicts between design integrity and biodiversity will be identified and managed. Climate change and energy conservation will be an important consideration as part of the on-going management strategy.

**G Setting and Views**

The setting and key designed views, to and from the site, will be conserved through careful management of change. Planting, visitor facilities and public realm improvements will all have an impact on setting and views. Proposals for change will seek to restore historically significant views and enhance setting, including the boundaries of the site.

**H Condition, maintenance and repair**

Conservation of the structures or landscape will be informed by the expertise of specialist contractors and carried out to high standards, using appropriate materials and skills, in accordance with legal requirements and the high expectations of a Grade II\* Registered Park and Garden. Change will follow the principles of the minimum intervention, maximum retention of historic fabric, reversibility and legibility.

**I Funding and support**

Seek to widen engagement at the site and celebrate its heritage by sharing understanding in order to increase support locally. Build on existing relationships with key local and national stakeholders in order to increase opportunities for financial and human resources.

**J Consultation, adoption and review**

Wirral Council will consult with key stakeholders, local people and interested parties to reach a consensus on the future direction of the site. The Conservation Management Plan and its associated action plan will be adopted and disseminated by the Council as the strategy document for all decision-making. The Conservation Management Plan will be updated every five years.

## 4 Site information

Fig 1, Site information



**Name:** Flaybrick Memorial Gardens

**Grid Reference:** SJ 329332, 389412

**Address:** Tollemache Road, Bidston, Wirral, Merseyside

**Primary classification:** Cemetery.

- Included in the Register of Parks and Gardens of Special Historic Interest at Grade II (upgraded to Grade II\* - 27/11/09). The designation was primarily made due to the survival of the original High Victorian layout by principle designer Edward Kemp and architecture by Lucy & Littler.
- Designated in 1990 as Flaybrick Cemetery Conservation Area
- Added to the Heritage at Risk Register, both as RPG & CA in 2010/11

**Ward:** Bidston & St James (borders on two sides with Claughton Ward)

**Size:** 10.48 Hectares

**Existing facilities and features:**

- Mature tree stock which includes 12 specimens entered on The Tree Register of the British Isles
- Two grade II listed ruined cemetery chapels
- Two grade II listed cemetery Gothic style lodge houses
- Many fine examples of Victorian monumental memorial masonry
- Feature ornamental ironwork to gates and boundary railings
- Boundary sandstone walling, gate piers and feature arched entrance
- Feature stonework steps and associated ornamental dwarf walling
- Flaybrick is a fine and substantially intact example of a mid-19th century public cemetery.
- The cemetery is the work of one of the great landscape designers of the 19th century, Edward Kemp and incorporates the work of locally important architects Lucy and Littler.
- The main buildings and structures are designed as a group using the same materials, (mainly local sandstone), and Gothic Revival architectural language. The majority of the buildings survive and their group value is intact.
- There are a variety of monuments within the cemetery, of wide social, cultural, artistic and geological interest.
- The planting is mature and substantially intact. It typifies many aspects of mid Victorian landscape design and botanical fashion.
- Extensive woodland and mature trees inside and outside the conservation area are important to its character and appearance.
- The cemetery is an area of local importance to wildlife.
- There are expansive views out of the conservation area, as well as areas of seclusion and enclosure.
- The cemetery provides a valuable local resource for leisure, education and local identity.

**Tenure:**

The site is owned and managed by the Parks and Countryside Service of Wirral Council

**Summary of main uses:**

- For the bereaved to visit and tend graves
- A resource for the purpose of research for family, local history, Gothic Revival style architecture and Victorian funereal masonry
- Friends-led and self-guided walking trails
- The cemetery is no longer used for burials or the interment of ashes (it ceased use as an active cemetery in 1975), except for burials within existing family plots. There are typically less than ten burials each year.
- The cemetery's main function today is as a public open space, much frequented by dog walkers.

**Partner organisations:**

- The Friends of Flaybrick
- Historic England
- The Friends of Bidston Hill
- Tam O'Shanter Cottage Urban Farm Trust

**Access:**

The Memorial Gardens have three public entrance points situated on Tollemache Road, Boundary Road and Lower Flaybrick Road respectively. All entrance points are suitable for wheelchair access.

Some pathways within the Memorial Gardens are unsuitable for wheelchair users due to deterioration in surface condition.

Due to the uneven nature of the grass sections, care is required whilst walking also this makes wheelchair access impractical.

The Memorial Gardens are served by public transport with a stop, on the 437 bus route from Birkenhead bus station, situated close by on Tollemache Road. The Gardens are located approximately 2.6 Km from Birkenhead Town Centre.

The nearest rail station is Birkenhead North located 1Km away.

The Memorial Gardens are close to Junction 1 of the M53 mid-Wirral motorway.

The Memorial Gardens are open every day from dawn till dusk. Visitors are welcome to use the adjacent Tam O'Shanter Urban Farm complex on Bidston Hill for car parking, cafeteria and toilet facilities.

Details of walks and other events can be found on the notice board by the main gates and on the Friends of Flaybrick's website.

The site is organised into three denominational areas – Non-conformist, Church of England and Roman Catholic.

### **History:**

The rapid growth in the population of Birkenhead in the early and middle 1800's, and the consequential pressure on burial space in the churchyards led Birkenhead Improvement Commissioners to the conclusion that there was a need for a municipal cemetery. An Act of Parliament passed in May 1843 gave them the necessary powers to seek a suitable site.

The site chosen was originally a sandstone quarry, in a beautiful situation beside Bidston Hill, stone from the quarry was used to construct the boundary walls of the cemetery. Originally an area of 16.5 acres was purchased for the site, this was extended to 26 acres in the 1890's. Originally it was planned to build the cemetery in the 1840's, at which time Joseph Paxton, the designer of Birkenhead Park, was approached.

The first proper 'plan' of the Flaybrick site, comes nearly twenty years later and was prepared by the Commissioners' surveyor, Edward Mills, who submitted it to the Cemetery Committee in late 1860. (This plan showed the precise location and boundaries of land allocated for the Cemetery but was not concerned with its laying out). The Cemetery Competition was in fact held to select the architects for the chapels and other buildings, a notice advertising the competition being placed in the press in July 1861. The selection process is described in detail in the Cemetery Committee Minutes and was all very above board and anonymous, with plans identified by numbers rather than by the architect's name.

Kemp became involved in the Cemetery design in May 1861, when using Mill's original base map, he and Mills jointly submitted plans to the Commissioners for the actual laying out of Flaybrick. These plans were referred by the Commissioners for 'further consideration' and with some modification were approved on 1 July 1861. (Though both in the Commissioners' employ, Mills and Kemp received payments for their plan. Given the large sums of money being paid out to the winning architects this must have seemed only fair)

Kemp had been an assistant to the famous landscape architect Joseph Paxton when he planned the town's Birkenhead Park.

Kemp was assisted by Edward Mills, a prominent Birkenhead surveyor from Hamilton Square and Messrs Lucy and Littler, architects of Liverpool. The General Contractor was William Rimmer of Bidston Hall and John Middlehurst of St Helens was the contractor for the buildings.

The cemetery was officially opened on 30th May 1864 and named Birkenhead Cemetery (renamed in 1955 as Flaybrick Cemetery). Three chapels were

provided. From large family vaults to public graves all levels of society are buried there. Notable interments include Lewis Hornblower (1823 – 1879) architect of Birkenhead Park , Isaac Roberts pioneer of celestial photography, Charles Thompson founder of Birkenhead's Poor Children's Mission in 1891, Dr Arthur Doodson who invented the Doodson-Lege tidal prediction machine.

The Roman Catholic Chapel was demolished in 1971 and a memorial wall erected on its site. The two other chapels for the non-conformists and the Church of England were last used in 1975. The registrar's office and Sexton's Lodge are now in private ownership.

Since the 1980's the once magnificent Grade II Listed chapels have fallen into a state of dereliction, a steel fence has been erected to both protect them and to keep the public out.

The cemetery is now full and there are no new graves available. Each year approximately 5-6 interments take place in existing graves for which the right of burial has already been purchased. Since it opened in 1864 over 100,000 burials have taken place there, 8,000 of which took place in the first ten years. The Friends of Flaybrick were formed in 1993. The Friends have achieved Charitable Commission Status and Frank Field, MP for Birkenhead, is the current patron. Membership currently stands at 70.

Utilising the many fine mature specimen trees already present on the site as a starting point, the development of the Gardens as an Arboretum was considered the logical progression for the cemeteries future usage. In 1995 Flaybrick Cemetery changed name to the newly designated Flaybrick Memorial Gardens.

The Gardens are today internationally recognised as a fine example of a Victorian Gothic cemetery. The Friends of Flaybrick are members of the Association of Significant Cemeteries in Europe.

## **Resources:**

- Annual revenue budget.
- General Parks Manager.
- Team Leader.
- Grounds Maintenance Supervisor.
- Ranger
- Two Grounds Maintenance Operatives.
- Seasonal Grounds Maintenance Operative.
- A range of horticultural machinery and tools.
- Visiting arboriculture team.
- Friends of Flaybrick volunteers.
- Other volunteer groups including CWG and Scout groups.

## **5 Green Flag Assessment**

The following Green Flag assessment criteria are used as a focus for the future development of the park.

1. A welcoming place
2. Healthy, safe and secure
3. Clean and well maintained
4. Environmental Management
5. Biodiversity, Landscape and Heritage
6. Community involvement
7. Marketing and Communications
8. Management

### **5.1 A welcoming place**

The Memorial Gardens have three entrance points provided for public access.

The main 'processional' entrance is situated on Tollemache Road and is open to vehicles as well as pedestrians.

The entrances on Tollemache Road and Boundary Road have signs attached to the adjacent walling indicating the site is closed 'dusk till dawn'.

The sandstone arched feature entrance on Lower Flaybrick Road is limited to pedestrians only.

A notice board is situated on the left on entrance into the site from Tollemache Road. Some visitors to the gardens park their vehicles in the splayed vehicle crossing in front of this entrance.

### **5.2 Healthy, safe and secure**

#### **Anti social behaviour**

Wirral Council's Community Patrol is established to provide a 24-hour response to any concerns notified to them regarding anti-social behaviour occurring within Council owned land. The Patrol provides a reactive response to calls from the public and Council staff and they do undertake routine patrolling. Problems of a persistent or on-going nature however can be raised with the team. The Patrol can be contacted on telephone number 0151 666 5265.

Incident reports compiled by Wirral Council's Community Patrol are made available to the Parks and Countryside Service and are provided to both the General Parks Manager and Team Leader

The Memorial Gardens are covered by Byelaws, made under Section 164 of the Public Health Act, 1875

## **Staff and Volunteer Health and Safety Procedures**

The health and safety of staff and volunteers on site is covered by the Council's Corporate Health and Safety Policy. The policy is available for viewing on the Human Resources section of the Council intranet.

Risk assessments are carried out as needed and copies are kept at Victoria Park

Health and Safety Committee meetings are held every month by the Principal Officer (Parks Management). The meetings involve Senior parks management Trade Union Health and Safety Representatives. Any issues arising can be dealt with at this meeting.

## **Dog Fouling**

Dog fouling within the Cemetery has significantly decreased over the years however incidents do still occur.

The whole of the Wirral Borough is designated under Dog Control Orders (that implement section 55 and 56 of the Clean Neighbourhoods and Environment Act 2005) providing increased levels of enforcement for five offences prescribed in a dog control order, these are - failing to remove dog faeces, not keeping a dog on a lead, not putting a dog on a lead when directed to do so by an authorised officer, permitting a dog to enter land from which dogs are excluded and taking more than a specified number of dogs onto land. Failure to comply can result in a prosecution and a maximum fine of up to £1,000. Alternatively, offenders may be offered a £50 Fixed Penalty Notice. Wirral's Community Patrol Officers have been authorised to issue notices.

The Memorial Gardens has signage at the entrances and around the site asking visitors indicating that it is a 'clean it up' area. Dog walkers are advised to wrap the droppings and place in a litterbin. Dog fouling is classified in law as litter for street cleaning purposes and can be disposed of correctly wrapped in Council litterbins, consequently dedicated dog waste only' bins are not provided by the Council. Most walkers do use the litterbins for the disposal of removed faeces.

A policy for the management of memorials was introduced during 2005. The Health and Safety Executive require local authorities to have a suitable inspection programme for memorials. All memorials should be inspected on a minimum 5 yearly cycle. Any memorials that fail the test are staked and strapped to prevent collapse, where located grave owners are notified of the need to re-fix and stabilise the unsafe headstone. Records are maintained at the Landican Office and detail the following information.

- Grave number & section and/or full name of deceased.
- Type of damage to memorial.
- Steps taken to make safe e.g., sign, lay flat.
- Date of inspection & signature of person inspecting.

## **5.3 Clean and well maintained.**

Horticultural maintenance is carried out in accordance with a frequency-based specification allied to an annual maintenance schedule and work programme. This includes the following elements, see Appendix 7

- Mowing 74,234 m<sup>2</sup> of 'normal' sections approx. 18 times per year, and 1,025 m<sup>2</sup> rough sections cut 8 times a year.
- Cutting a 12 m hedge twice a year including 86 m<sup>2</sup> of face and top.
- Herbicide spraying 5% of the hard surface totalling 674 m<sup>2</sup> 3 times per year.
- Litter is scheduled to be removed from the gardens on one occasion per week throughout the year.

In 2016 staff from Wirral Parks & Countryside Service completed a tree risk zoning exercise. At time of writing the cemetery was assessed as a 'Medium risk' zone. The most recent tree safety survey was carried out in 2018 by Amenity Tree Care, see Appendix 5.

Vulnerable trees are identified as part of patrols and reported to the Team Leader, and any urgent safety work is carried out directly as needed.

Conservation and amenity tree work is carried out where resources allow, as part of the winter works programme.

An annual Parks Safety inspection is carried out annually between January and March (See appendix 6). The inspection is intended to identify defects

## **5.4 Environmental Management**

### **Climate Change**

Wirral Council is committed to carrying out its work in an environmentally responsible manner. This means that as a Climate Local signatory, Wirral Council is committed to:

- taking action on climate change
- publicly reporting this action to cut climate related pollution
- changing the way we work in response to a changing climate.

Information on Wirral Council's commitment to "Climate Local" can be found at: <https://www.wirral.gov.uk/about-council/climate-change-and-sustainability/climate-change-action>

Wirral Council's commitment to the treatment of invasive weeds, can be found at: <https://www.wirral.gov.uk/environmental-problems/street-care-and-cleaning/grass-cutting-and-ground-maintenance/wirral-council>

Wirral Council is committed to improving its waste management and recycling objectives.

Green waste generated at the park is separated and composted at the area depot (Birkenhead Park) to avoid disposal to landfill; the material is subsequently reused for soil improvement. Brash generated during seasonal tree-work operations is chipped and stored for reuse as mulch. Any waste timber and metals are also separated for reuse/recycling at the depot.

In November 2018 Wirral Borough Council introduced a single use plastic policy; this can be found following the link below.

<http://wbcnet.admin.ad.wirral.gov.uk/news/news/2018/11/13/single-use-plastic-policy-announced>

Control of Substances Hazardous to Health (C.O.S.H.H.) assessment records of all chemical based products used within the park form part of the Departments Quality Assurance procedures. Pesticide records are retained at the district depot (Victoria Park). Chemical storage and usage within the park comply with the requirements defined within the current pesticide handling legislation.

Parks, Allotments & Countryside are moving towards electric trimmers and hedgecutters in a move to reduce emissions. The Arno now has an electric trimmer and an electric hedgecutter.

Parks, Allotments & Countryside actively look to purchase machines that have lower emissions and reduce our staffs exposure to noise and vibration.

Tractor and mowing equipment are checked for emission levels.

Since 2019, Wirral Borough Councils parks and countryside department has trailed a blanket ban on the use of Herbicide in all our Parks and Open spaces apart from for the treatment of invasive species such as Japanese Knotweed.

Peat is not used in any capacity within the park.

The cemetery is well served by public transport.

## 5.5 Biodiversity, Landscape and Heritage

Fig 2 Wildflower area



A Flaybrick Memorial Gardens Conservation Management Plan has been produced by Purcell. The purpose of the plan and associate action plan is to understand the heritage and significance of Flaybrick Memorial Gardens. The document provides information regarding the history and significance of the site and its heritage context and provides information with which decisions might be made about opportunities going forward ( See appendix 5.

Flaybrick Memorial Gardens are included on Historic England's Register of Parks And Gardens of special historic interest and are listed Grade II. The purpose of registration is to help ensure that the features and qualities which make the sites of national importance can be safeguarded during ongoing management or if any change is being considered which could affect them.

Fig 3 Hedge laying



The site has been recognised by the Association of Significant Cemeteries in Europe and as such gained entry in the organisation's handbook during 2005. Information regarding Flaybrick can be accessed at the A.S.C.E website [www.significantcemeteries.net](http://www.significantcemeteries.net)

An annual Parks Safety inspection is carried out every January ( See appendix 6 ). The inspection is intended to identify defects within the site that present a safety problem for staff, users, and adjacent residents. The checklist requires appraisal of the following items:

1. Paths, steps, ramps
2. Fences, gates
3. Monuments.
4. Furniture – signs, seats, litterbins etc.
5. Soft landscape – grass, planted areas, water features etc
6. Trees

### ***Buildings:***

Chapel – This building is situated in a dominant elevated position at the end of the main processional drive facing the gardens main entrance. It is a Grade II Listed structure and is considered to be a fine example of Victorian Gothic Revival Style church architecture. The chapel was last used in 1975. The spire and roof were removed in 1996. Perimeter fencing has been erected in order to deter public access into the building due to safety concerns.

Major works were carried out on this building in 2017 to secure the structure and prevent further deterioration. The building is still closed off for general

public access but safe enough to open to visitors under controlled circumstances.

Lodge Office – In private ownership since 1996 this building also has Grade II Listed status.

Sextons Lodge – Situated on Boundary Road the lodge has been in private ownership since 2000. The building is also Grade II listed and is maintained by the present owner in a good state of external repair.

### ***Memorials:***

Many gravestones and memorials in the Gardens are of considerable historical interest as the gardens contain the burials of people who played important roles in the development and growth of the town of Birkenhead.

There are fine examples of funereal architecture throughout the Gardens which can be seen on the Crosses, Statues, Angels and large Vaults,

Memorial inscriptions provide a useful source of information for tracing family and local history. The Friends of Flaybrick have a very comprehensive record of all visible monument inscriptions compiled by volunteers over several years.

A programme of kerb removal was undertaken during the 1980's for the purpose of lawn conversion across sections intended to expedite grass cutting, this has had a detrimental effect regarding the appearance of those sections affected and has had the effect of reducing heritage potential.

A considerable number of memorials, estimated to be in the region of 2000, have been subject to vandalism resulting in their collapse and in many cases breakage.

### ***Boundary walls, railings and gates:***

The entrance gates into the Gardens are located in the eastern and western boundaries are Grade 2 listed. Original granite bollards intended to protect the base of the gate piers from damage by carriage wheels remain in place at both these entrances. The finials to the gate piers are either missing or are deteriorating in condition. The sandstone piers and caps would benefit in appearance from careful cleaning. The method must be one agreed with the Conservation Officer.

The right hand gate pier on the Boundary Road entrance has evidence of some vehicle collision damage resulting in dislodged/misaligned stonework. A structural condition survey is required to ascertain the full extent of repair required to these important heritage features.

The condition of the boundary perimeter walling is not routinely inspected. A condition survey should be undertaken to ascertain an annual maintenance programme for re-pointing to joints etc

### ***Internal ornamental walls and steps:***

The condition of internal dwarf ornamental walling and steps varies. In some cases the ground cover plant *Gaultheria* or Shallon has colonised between the jointing of masonry resulting in eruption and dislodgement of stonework. The plant spreads via underground stems and forms dense thickets.

### ***Trees and Shrubs:***

There are over 100 different species of trees and shrubs in the Memorial Gardens including Oak, Ash, Hornbeam, Lime, Larch, Yew, Rowan, Whitebeam, Crab Apple, Holly, Pine, Monkey Puzzle, Irish Yew, Silver Birch, Beech, Rhododendron, Sycamore, Laurel, Elder, Cherry, Horse Chestnut, Sweet Chestnut and Elm.

As referred to previously 12 trees within the gardens are recorded on the Tree Register of the British Isles (T.R.O.B.I). The Tree Register is a registered charity, collating and updating a database of notable trees throughout Britain and Ireland. It records details of rare, unusual and historically significant trees. The following trees in Flaybrick were entered on the register during 2005:

3 x *Fagus sylvatica* 'Asplenifolia'

1 x *Sorbus crocecarpa*

2 x *Tilia cordata*

1 x *Tilia platyphyllos* 'Pendula'

4 x *Tilia tomentosa* 'Petiolaris'

1 x *Ulmus glabra* 'Exoniensis'

Of the above mentioned trees, two of the three *Fagus*; the *Tilia platyphyllos* 'Pendula' and the *Ulmus* were awarded class 2 status on the listing.

The gardens also contain a good range of Yew (5 varieties) and holly (7 varieties).

### ***Pathways and Roads:***

The surface of some pathways has become broken and fretted. The main drive is in good condition. A prioritised programme of repair and re-surfacing should be produced.

## 5.6 Community involvement

### The role of community stakeholders

The community of Wirral both in general and in the form of constituted community and voluntary sector organisations are a key partner in relation to Wirral Council's Parks Service. This is represented in Wirral Council's vision:

**“To provide and maintain high quality parks and open spaces in partnership with the local community”.**

The Friends of Flaybrick was established in January, 1993 by John Moffat, who is still an integral part of the friends group working as the secretary of the group, with the intent of bringing Flaybrick Memorial Gardens back into the community, and members and volunteers have worked hard ever since to achieve that aim.

1. To promote the public benefits in relation to Flaybrick Memorial Gardens, Birkenhead, Wirral, CH41 0DG and to encourage the flora and fauna within the Memorial Gardens in order to develop the site as a public memorial garden and arboretum and in such other ways as to preserve it, particularly its essential character as determined by landscaper Edward Kemp, as a place of historic and other interest and beauty and to enable the Memorial Gardens to be used as a public burial ground in accordance with current Local Authority regulations.
2. To assist with the preservation, maintenance, restoration and the managed access to the Flaybrick chapels for the benefit of the public.
3. To advance the education of the public in the history of the chapels and monuments and the preservation of the flora and fauna within the Memorial Gardens through the undertaking of presentations, guided tours and other identified means.
4. The maintenance, repair or restoration of a building or other structure, which is a place of religious worship, or is of historic or architectural interest and which may be made accessible to the public, where it is for the protection of the environment.

In 2004, the Friends secured Flaybrick's status as a Significant Cemetery in Europe, and in 2010 it became part of the European Cemeteries Route.

**Fig 4 Friends of Flaybrick guided walks**



Members of the Friends lead a series of guided walks within the gardens and highlight the significant burials of influential individuals of the town and describe the history associated with them. The walks take place throughout the summer. This event is hugely popular attracting over 100 people at times.

Led by volunteers, these walks offer visitors stories of many of Birkenhead's most influential people, some of whom founded the town and others who went on to achieve greatness.

### **Friends of Flaybrick receive prestigious national award**

In November 2023 The Friends of Flaybrick received the King Award for Voluntary service(KAVS), this award is highest accolade awarded to a Local voluntary group can achieve in the UK, and is equivalent to an MBE.

**Fig 5 Duke of Edinburgh student Volunteering**



## 5.7 Marketing and Communications

The Wirral Council's web site has a page with information regarding Flaybrick Memorial Gardens presently available at:

<https://www.wirral.gov.uk/leisure-parks-and-events/parks-and-open-spaces/flaybrick-memorial-gardens>

There is information on the Council's planning pages under Flaybrick conservation area;-

<https://www.wirral.gov.uk/planning-and-building/built-conservation/conservation-areas/flaybrick-cemetery-conservation-area>

The Friends of Flaybrick have their own website for the cemetery at

<https://flaybrick.org/>

You can also follow them on social media on Facebook

([www.facebook.com/FlaybrickFriends](https://www.facebook.com/FlaybrickFriends)) and Twitter (@FlaybrickFriend).

Green Flag Award website: Gives a great overview of the site, alongside park facilities and contact details. Allows people to see online that the park has achieved this prestigious award.

**Fig 6 New Notice Board**



The two notice boards give visitors to the memorial gardens a great deal of information about the history of the gardens and details of events. Information about volunteer work can also be found here.

### **Annual Remembrance Service**

The Annual service of remembrance which takes place on Armistice Day, Children from local schools take an active part in the service.

This event is well attended by the local community and gives all attendees a once a year opportunity to remember those who made the ultimate sacrifice .

**Fig 7 Annual Remembrance Service**

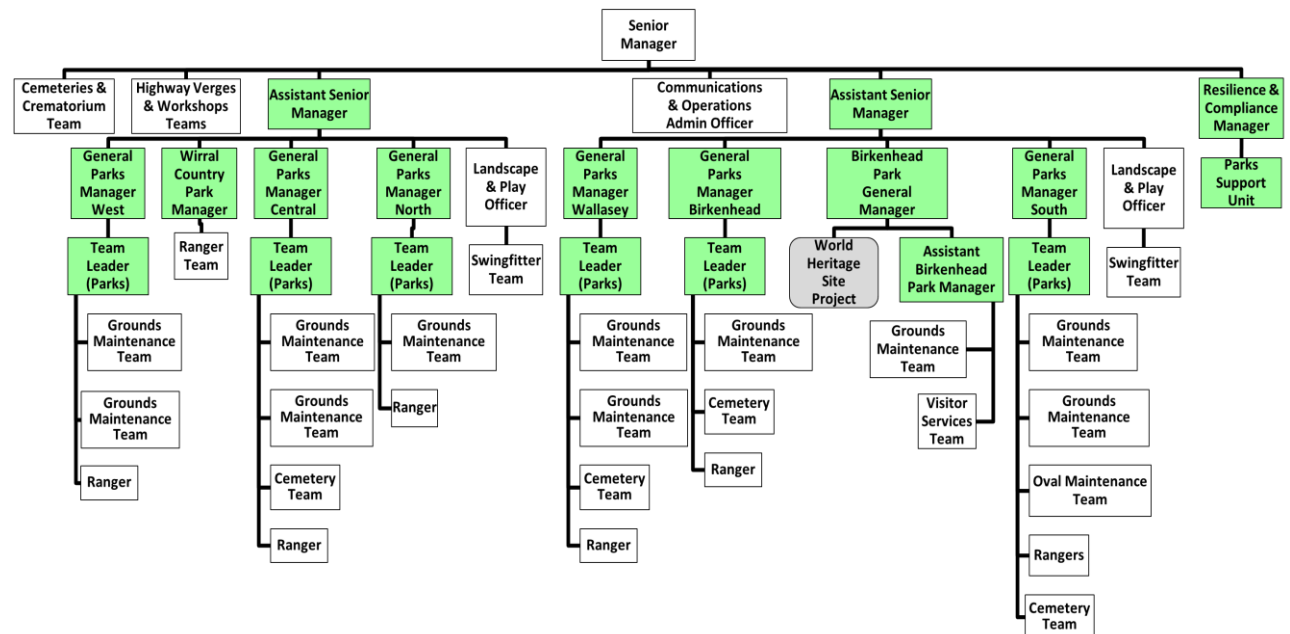


Events are restricted to history and heritage themes at present.

## 5.8 Management

The Parks and Countryside Service were restructured in 2020.

The diagram below shows the current organisational structure.



General management of Playbrick Memorial Gardens is the responsibility of the General Parks Manager and Team Leader, with the Sexton / Grounds Maintenance Supervisor and Grounds Maintenance team working in partnership with the Friends group. Enquiries regarding the management and maintenance of the park can be made to the General Parks Manager or Team Leader by email [neilgarnett@wirral.gov.uk](mailto:neilgarnett@wirral.gov.uk) or [bencalcott@wirral.gov.uk](mailto:bencalcott@wirral.gov.uk)

There is further input from other technical divisions within Wirral Council such as:

- Asset Management for building repairs and alterations.
- Regeneration and Environment Directorate's Energy Team monitoring efficiency
- Financial Services for accountancy.

## 6: Action Plan

Actions included in the below table have arisen from two sources, the Green Flag Criteria and the Conservation Management Plan's Action Plan.

### Green Flag Criteria

- GF1 Create a welcoming place
- GF2 Maintain a site that is healthy, safe and secure
- GF3 Maintain a site that is clean and well maintained
- GF4 Consider environmental management implications
- GF5 Maintain the biodiversity, landscape and heritage
- GF6 Maintain or improve community involvement
- GF7 Maintain and improve marketing and communications
- GF8 Sustainable management

Conservation Management Plan (CMP) Action Plan - See Appendix 5

	Why	What	How	Who	When	
1	A Welcoming Place					
Action No.	CMP Action Plan Ref	Task	Method	Lead	Aim	Completed
1.1	D7	On-site interpretation will be improved as part of the interpretation strategy to help visitors understand the environmental, landscape and heritage values of the site and its unique features	Plan to be drawn up, agreed and installed	Ranger / Friends of Flaybrick	2024	
1.2	D8	Wayfinding on-site will be improved to help visitors navigate the site in a way	Plan to be drawn up, agreed and delivered. Consideration to be given to installing individual	Ranger / Friends of Flaybrick	2024	

		that does not impact on aesthetic interest.	marker posts for individual sections.			
1.3	E2	Reinstatement of path edges	Spade edging of grass encroaching onto paths. Arisings to be placed in holes.	Ranger / GMO team/ Friends of Flaybrick/ Volunteers	Ongoing	
1.4	G3	Install seating and furniture to an appropriate quality heritage design	Plan to be drawn up and agreed	Team Leader	2024	2021
1.5	E7	Entrances to be improved to enhance visual impact of the site	Entrance gates to be restored and repainted	Team Leader	2026	
1.6	G2	Maintain open views across the gardens to make site more inviting and feel safe	Only where this does not conflict with agreed design elements.	GMO team/ Ranger/ Friends of Flaybrick	Annual Winter work	
<b>2</b>	<b>Healthy, Safe and Secure</b>					
<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
2.1	A1	Produce a rolling programme identifying repair, pointing etc. to the boundary sandstone walling	Plan to be drawn up and agreed	Team Leader & Asset Management/ Specialist contractors	Annual	
2.2	E2	Pruning of small (diameter <10mm or 1/4 inch) hanging branches below head height that visually impaired people could walk into	Using Loppers or secateurs and eye protection, cut branches just above head height. Waste to be left in agreed locations	Ranger/ Friends of Flaybrick	Ongoing	
2.3	E2	Infill gaps between flagstones to reduce trip hazards	Use loose stone / pea gravel	Ranger/ Friends of Flaybrick/	Ongoing	
2.4	H2	Continue to inspect memorials and rectify accordingly	In accordance with agreed Wirral Council Parks & Countryside procedure – currently every 5 years minimum and more	Contractor / GMO team	Ongoing	

			frequently for specific identified monuments			
2.5	E3	Annual Site Safety Inspection to be completed for all locations with public access.	Using standard Parks and Countryside Inspection method and template	Team Leader	Annually	
2.6	E3	Regular Workplace Safety Inspection for all areas used by staff and volunteers.	Using standard Wirral Council Checklist.	Team Leader	Quarterly	
2.7	C6	Entrance gates from Tollemache Road and side gate on Boundary Road to be left open	To improve access of an evening	Team Leader	Quarterly review	
2.8	C7	All activities to be risk assessed	All risk Assessments to be reviewed annually, or more frequently, in line with Wirral Council procedures	Team leader	Ongoing Annual	
2.9	C5	All vandalism and antisocial behaviour reported and monitored	All incidents to be reported to the Team Leader who will keep a record of all vandalism and antisocial behaviour. Where this involves incidents of Violence and Aggression, this will be reported to Merseyside Police, or using the Councils Procedure using an MV92 form, as appropriate in the individual circumstances.	Team Leader	Ongoing	
<b>3</b>	<b>Clean and well maintained</b>					
<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
3.1	E3	Edging grown-over sunken gravestones	No metal edged tools to be used on gravestone, plastic only. Bread knife may be used around outer edges of gravestone.	Friends of Flaybrick / Ranger	Annually (March – July)	Ongoing

			Waste to be placed into sunken graves or piled up at an agreed location			
3.2	E3	Pruning of basal shoots on Hollies and Limes	Where basal shoots are sparse, these can be pruned year round Waste to be left in agreed locations	Friends of Flaybrick/ Ranger	Ongoing	
3.3	E3	Clear ivy from graves, trees and walls – (except longstanding plants where they are growing like a tree) on locations NOT identified for retention.	Cut ivy first and remove once dead to avoid damaging stonework/bark. On trees, clear a band around trunk up to approx. 1 metre to allow monitoring of tree diseases. Waste left in piles in agreed locations	Friends of Flaybrick/ Ranger	Ongoing	
3.4	E3	Clear longstanding ivy from graves, trees and walls – where it is growing like a tree on locations NOT identified for retention.	As above, but only to be done outside bird-nesting season. Waste left in piles in agreed locations	Friends of Flaybrick/ Ranger	Annually (August – February)	
3.5	E10	The condition of grass and other herbaceous vegetation will be maintained to enhance the general Cemetery appearance and the setting of monuments and memorials.	Regular grass cutting during the growing season. Normal sections cut 18 times a year, with rough areas cut 8 times per year.	GMO team	This substantive amount of work will be ongoing in growing season	
3.6	E3	Improve the public graves	Adding suitable material (soil / stone) to level up the ground and sow wild flower seed	GMO team/ Ranger / Friends of Flaybrick	2024	
3.7	E3, D7	Improve the maintenance of Memorials of Distinction	Plan to be drawn up and agreed	Team Leader/ Ranger/ GMO team/ Friends of Flaybrick	2024 Ongoing	

3.8	E3, E4	Stump removal of felled trees	Using mechanised stump grinder	GMO team or specialist contractors	Ongoing	
3.9	E3	Removal of fly tipping	To be identified and removed as soon as possible	GMO team/Ranger/ Friends of Flaybrick/ volunteers	Ongoing	
3.10	E3	Manage parking controls	Review of current methods, including drive edge stones and controlled gate opening times.	Team Leader	2024	
3.11	E3	Machinery will be well maintained and replaced when at end of their service life.	Daily and Weekly by staff, Annual by Parks Workshop. Replacement by Capital Programme or Workshop Budget	GMO team/ Ranger/ Team Leader	Ongoing	
3.12		Repoint low 'decorative' internal walls (not retaining walls)	Joints to be filled with lime mortar to Historic England guidelines	Ranger/ Friends of Flaybrick /	Ongoing	
<b>4</b>	<b>Environmental Management</b>					
<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
4.1	F6	Minimise the use of pesticides	Alternatives including handweeding and strimming will be assessed and detailed methodology added into future revisions of this Management Plan.	GMO team/ Team Leader	2024	
4.2	F7	Compost all green waste on the site for reuse	Timber to be chipped and reused on site where appropriate	GMO team /Ranger	Ongoing	
4.3	E3	Clearance of Shallon	Waste to be left in agreed locations	Ranger/ Friends of Flaybrick / Volunteers	Ongoing	
<b>5</b>	<b>Biodiversity, Landscape and Heritage</b>					

<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
5.1	F5	Additional Installation and replacement of bird and bat boxes	Plan to be drawn up and agreed	Ranger/ Friends of Flaybrick/ Volunteers	2025	
5.2	F5	Encourage wildflowers where possible	Plan to be drawn up and agreed	Ranger/ Friends of Flaybrick/ Volunteers	Ongoing, Annually	
5.3	D3	Reinstate the lost network of paths in the Roman Catholic area.	Plan to be drawn up and agreed. Consideration to be given to location of graves.	Ranger/ Friends of Flaybrick/ Volunteers	2026	
5.4	E5	Implement a programme of succession planting, informed by an understanding of the original design intent	Plan to be drawn up and agreed	Team Leader/Staff / GMO team/ Ranger/ Friends of Flaybrick	Ongoing	
5.5	F1, F2	Adopt and implement recommendations made for the specific trees in the Tree Survey schedule. (see appendix 5)	All arboricultural works should be carried out by experienced arboricultural staff and should comply with BS3998:2010 'British Standard Recommendations for Tree Work'	Specialist Contractor / GMO team	2024	
5.6	F3	Consider a programme of cherry tree removal and holly tree replacement along formal avenues as the trees reach the end of their lives.	Plan to be drawn up and agreed	Team Leader	2025	
5.7	G1	The key long-distance views identified in the Conservation Management Plan, for example those from the Cemetery to Birkenhead, Liverpool and across Mersey, will be protected and where appropriate, enhanced through new or reinstated design. This may require selective tree removal to reinstate the original design intent.	Plan to be drawn up and agreed	Team Leader Additional Funds required	2026	

5.8	G2	The key internal views across the site will be protected and where appropriate, enhanced by restoring lost views. This will be carried out through selective clearance and planting to frame or screen views.	Plan to be drawn up and agreed. This will include pruning or removal of self-sown holly trees.	Team Leader/ Ranger/ GMO team/ Friends of Flaybrick	2024	Ongoing
5.9	H6	Annual inspection of the refurbished chapel.	Adapt template for site inspections	Team Leader	Annual	
5.10	E3	Clearance of individual overgrown graves pre-agreed with staff.	Individual graves to be carefully cleared as agreed with staff. Waste to be left in agreed locations	Friends of Flaybrick / Ranger	Ongoing	
5.11	E3, E4	Clearance of Brambles (not thickets)	Using Loppers or secateurs Waste to be left in agreed locations	Friends of Flaybrick / Ranger	Ongoing	
5.12	E3, E4	Clearance of Bramble thickets	Only to be done outside of bird-nesting season. Waste to be left in agreed locations	Friends of Flaybrick / Ranger	Annually (August – February)	
5.13	F4, F5	Bulb/ wild flower planting in identified areas – see map	Plan to be drawn up and agreed	Friends of Flaybrick / Ranger	Annually	
5.14	E2, E3	Major pruning of Woody Shrubs (Rhododendron, Cherry Laurel, Portuguese laurel & Viburnum)	Only to be done outside of bird-nesting season. Pruning arisings to be chipped or burned A detailed description of what the resulting pruned shrub should look like (target shape & size) will be added to this management plan	Friends of Flaybrick / Ranger/ GMO team	Annually (August – February)	
5.15	E3, E4	Removal of self-sown trees in northern RC section	Only trees below 10cm/4inch diameter or equal to reach of two hands around circumference, at breast height; to be felled by trained volunteers.	Friends of Flaybrick / Ranger/ GMO team	Annually (August – February)	

			Chipping by cemetery GMO team and/or Ranger			
5.16	E3	Careful pruning of Yew trees (A Caring for God's Acre Flagship Species)	Individual trees to be carefully pruned as agreed with cemetery staff. (Never in freezing weather.) Waste to be left in agreed locations	Friends of Flaybrick / Ranger/ GMO team	2024	
5.17	D3?	Install footprint of former RC Chapel	Plan to be drawn up and agreed.	Team Leader/ Friends of Flaybrick	2025	
<b>6</b>	<b>Community involvement</b>					
<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
6.1	D4	Produce an annual programme of community engagement activities	Base programme on past successes	Friends of Flaybrick	Annually	
6.2	C1, C4	Agree a Memorandum of Understanding between Wirral Council and the Friends of Flaybrick	Drafts and consultation in progress	Local Area Team Leader	2025	
6.3	I1	Encourage local groups,schools and colleges eg Wirral Met College,400 Birkenhead Air Squadron to be involved with FMG	Agree a strategy for implementation	Ranger	On-going	
6.4	E9	The arboretum will be enhanced as a valued and well-used attraction of the Cemetery through active management to remove inappropriate tree specimens and improved interpretation.	Plan to be drawn up and agreed	Ranger / Friends of Flaybrick/ GMO	2027	
6.5	I1, D4	Produce an annual programme of educational activities to encourage interest from local schools and other groups.	Continue using past experience and feedback	Ranger	Annually	

<b>7</b>	<b>Marketing and communications</b>					
<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
7.1	D5	Conduct a review of the online presence of Flaybrick Memorial Gardens	Involve IT team	Team Leader	2024	
7.2	D6	The social media strategy will be reviewed for the Cemetery.	Involve IT team	Team Leader	2026	
7.3	D4	Deliver an annual programme of activities, including Heritage Open Days, guided Tours and talks	Continue using past experience and feedback	Ranger, Friends of Flaybrick	Annually	
7.4	J2	Disseminate the Conservation Management Plan and this Management Plan		Team Leader	Annually	
7.5	J4, J6	Produce and Deliver an Engagement Strategy	Consult with local people and key stakeholders with a series of workshops and online surveys, in part to further understand public perceptions of the site and how these can be enhanced	Team Leader, Ranger, Friends of Flaybrick	Annually	
7.6	J5	Consultation on future use of the chapels	To gain peoples comments on suggestions.	Team Leader	On-going	
<b>8</b>	<b>Management</b>					
<b>Action No.</b>	<b>CMP Action Plan Ref</b>	<b>Task</b>	<b>Method</b>	<b>Lead</b>	<b>Aim</b>	<b>Completed</b>
8.1	D1	Produce an Interpretation Strategy	Plan to be drawn up and agreed	Ranger / Team Leader / Friends of Flaybrick	2020	2021
8.2	D2	Produce an Access Audit	Use existing template for Parks locations	Team Leader		2021

8.3	D8	Produce a Wayfinding Audit	Use existing template for Parks locations	Team Leader	2024	
8.4	H1, H5	Undertake Annual Site Safety Inspection procedure	Use existing template for Parks locations	Team Leader	Annually	
8.5	F8	An Environmental Charter will be produced, adopted, reviewed regularly, setting out high horticultural, environmental and arboricultural standards.	Research similar locations before drawing up a plan.	Team Leader	2024-Ongoing	
8.6	C2, I2	Produce a Funding Strategy	Plan to be drawn up and agreed	Team Leader	2027	
8.7	H1	Carry out a Condition Survey of the whole site, every five years.	Funding to be identified. Brief to be drawn up for procurement process.	Team Leader	2024	
8.8	C4	Manage and enhance RC7 fenced off Remembrance Gardens. See app	Planting of wildflowers beds, bulb planting and managing wildlife areas, on an agreed Management Plan by the Ranger.	Ranger/ Friends of Flaybrick Volunteers	2024 - Ongoing	

## Appendices

### Appendix 1: Section Plan

# FLAYBRICK CEMETERY



CP/CS 2001

## Appendix 2: Aerial Photograph



### Appendix 3: Project Bank

	What	How	Who	Estimated Cost
H4	Hard surfacing within the Cemetery, forming the path network intrinsic to Kemp's design will be maintained to a high standard of physical repair	Plan to be drawn up and agreed.  External funding may be required	Team Leader / Landscape Architect (Wirral Council & Historic England)	
C5 E7	Consider CCTV in the Chapel following consultation with Historic England	External funding may be required	Friends of Flaybrick / Team Leader / Asset Management	
C5 E7	Consider lighting in the Chapel following consultation with Historic England	External funding may be required	Friends of Flaybrick / Team Leader / Asset Management	
H6 E7	Remove brickwork blocking archways in the Chapel,	Consultation with Historic England and Wirral Council Conservation Officer	Friends of Flaybrick / Team Leader	
G2	Consider re-aligning the high railings in front of the Chapel	Consultation with Historic England and Wirral Council Conservation Officer	Friends of Flaybrick / Team leader	
I1	Consider the provision of traffic management measures e.g. a Pedestrian Crossing on Boundary Road to enable safer access to the facilities of Tam O'Shanter Urban Farm	Plan to be drawn up and agreed.  External funding may be required	Team Leader/ Highways division.	

## Appendix 4: 2018 Tree Condition Survey & Plan

Tree safety survey undertaken by Amenity Tree Care in 2018 and subsequent work programme.

Tree No.	Tag No.	Species	Maturity	Est. Stem Dia. (mm)	Est. Height (m)	Avg. Crown Spread (m)	Comments	Recommendations	Priority	Completed
1	365	Holly	250X3	Mature	8	6	Standing dead tree.	Fell tree to ground level.	High	Nov-18
2	366	Elm	400x2	Early-Mature	12	14	Standing dead tree.	Fell tree to ground level.	High	Nov-18
3	367	Elm	200X4	Semi-Mature	11	5	Codominant stems. One stem is dead, and the remaining stem is showing signs of decline.	Fell tree to ground level.	High	Nov-18
4	368	Sweet Chestnut	900	Mature	12	11	Multiple partially failed branches hanging in the upper tree crown. Poor quality pruning on the lower branches. Minor dead wood in crown.	Remove the hanging branches throughout the tree crown.	High	Nov-18
5	369	Pine	450	Mature	11	8	Large diameter branch failure in mid-crown. The branch is up to 200mm in diameter and 4m in length. Several of the lower branches have been removed which has significantly reduce the weight on the branch. Ivy on the tree stem has restricted the visual tree assessment.	Reduce the large failed branch back to first significant upright lateral branch. The ivy shall be severed around the circumference of the tree at a height of 1.5m above ground level. All ivy shall be removed below this point and the tree shall be <b>reinspected</b> .	High	Nov-18
6	370	Elm	150X	Young	8	5	Standing dead tree.	Fell tree to ground level.	High	Nov-18
7	371	Beech	900	Mature	22	14	Longitudinal cavity on west side of stem with an approximate opening of 30cm and a depth of 30cm. there is notable wound wood around the cavity entrance.	<b>Reinspect the tree within 3yrs from the date of survey.</b>	<b>01/2021</b>	
8	372	Holly	200	Semi-Mature	10	3	Branch die back in upper tree crown, approximately 2m.	Reduce the height of the tree to below the area of decline (2.5m).	High	Nov-18
9	373	London plane	600	Mature	13	10	The surveyor was not able to inspect the tree stem due to mature ivy.	Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem/basal <b>reinspected</b> .	Urgent	Nov-18
10	374	Sweet Chestnut	900	Mature	14	11	Large diameter deadwood throughout the tree crown. A large diameter branch has failed and has become lodged in an adjacent holly tree. A large branch has been removed that extended over the foot path. The remaining branch stubs need pruning to a recognised standard.	Prune the partially failed branch back to the parent stem. Remove all deadwood above 25mm in diameter.	Urgent	Nov-18
11	375	Holm oak	450X2	Mature	16	13	Stem divides at ground level and forms two codominant stem. Longitudinal wound on the tree stem closest to the stone boundary wall. The wound is	Reinspect tree within 3yrs from the date of the initial survey.	N/A	Nov-18

							more than 2.5m in length. A large branch stub approximately 250mm in diameter needs pruning to a recognised standard.			
12	376	London plane	800	Mature	15	13	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem.	Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem/basal reinspected.	Urgent	Nov-18
13	377	Horse chestnut	400	Early-Mature	9	8	Low branches over the public foot path. Branches are obscuring the adjacent street light.	Reduce the branches encroaching on the streetlight by approximately 1.5m in length. Crown lift the branches over the footpath to a height of 2.5m above ground level.	High	Nov-18
14	378	Sycamore	700	Mature	15	12	Branches are obscuring the adjacent street light.	Reduce the branches encroaching on the streetlight by approximately 1.5m in length.	High	Nov-18
15	379	Pine	600	Mature	15	10	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem and lower crown.	Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem/basal reinspected.	Urgent	Nov-18
16	380	Elm	200X2	Young	7	3	Standing dead tree.	Fell tree to ground level.	Urgent	Nov-18
17	381	Elm	250	Young	10	5	Elm tree showing early signs of the decline. The tree is leaning towards and adjacent residential property.	Fell tree to ground level.	Urgent	Nov-18
18	382	Sycamore	250X3	Semi-Mature	13	11	Multiple stems emanating at ground level. Two of the stems have significant stem decay up to a height of 1.5m from ground level.	Fell tree to ground level.	Urgent	Nov-18
19	383	Horse chestnut	1000	Mature	17	14	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem and lower crown. A large hanging branch is visible in the upper approximately 100mm in diameter and 5m in length.	Remove the hanging branch. Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem/basal reinspected.	Urgent	Nov-18
20	384	Lime	900	Mature	18	12	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem and epicormic growth.	Prune all epicormic growth back to the parent stem. Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem/basal reinspected.	Urgent	Nov-18
21	385	Horse chestnut	900	Mature	16	14	Major bark wound on the tree stem (path side) extending up the tree stem and into the lower crown to a height of 4m above ground level. The bark wound encompasses approximately 50% of the tree stem. The first large branch that extends over the footpath (approx. 250mm in diameter) and has significant decay on the underside of the branch. A further two branches have de significant decay on the underside of the branches.	Prune all three branches back to the parent stem.	Urgent	Nov-18
22	386	Holly	275	Early-Mature	3	1	Standing dead tree adjacent to the public footpath.	Fell tree to ground level.	Urgent	Nov-18

23	387	<b>Sycamore</b>	450X2	Mature	17	12	Large diameter deadwood throughout the tree crown and extending over the public footpath.	Remove all deadwood throughout the tree crown over 25mm in diameter.	Urgent	Nov-18
24	388	<b>London plane</b>	500	Mature	15	11	Large diameter deadwood throughout the tree crown and extending over the public footpath.	Remove all deadwood throughout the tree crown over 25mm in diameter.	Urgent	Nov-18
25	389	<b>Elm</b>	200X3	Semi-Mature	13	8	Standing dead tree.	Fell tree to ground level.	Urgent	Nov-18
26	390	<b>Holly</b>	150X4	Mature	9	4	Significant branch decline in the upper crown.	Reduce the overall height of the tree to approximately 2m above ground level.	Urgent	Nov-18
27	391	<b>Elm</b>	150X2	Young	7	1	Two standing dead elm trees.	Fell two trees to ground level.	Urgent	Nov-18
28	392	<b>Elm</b>	300	Semi-Mature	8	5	Standing dead tree enshroud in ivy.	Fell tree to ground level.	Urgent	Nov-18
29	393	<b>Elm</b>	250	Young	6	3	Standing dead tree on the embankment.	Fell tree to ground level.	Urgent	Nov-18
30	394	<b>Sycamore</b>	450X2	Mature	19	12	Codominant stems from ground level. Compression fork at point where the stems divide. 2.5m high column of decay in one of the stems.	Reinspect the tree within 3yrs from the date of the initial survey.	01/2021	
31	395	<b>Beech</b>	1000	Mature	23	16	Large notable tree at junction of cemetery footpath. 1.5m longitudinal cavity in the primary tree stem. The cavity is very old and has excellent wound wood around the cavity entrance. The internal cavity walls are hard, and no moisture was evident in the cavity at the time of inspection.	Reinspect the tree within 3yrs from the date of the initial survey.	01/2021	
32	396	<b>Holly</b>	300	Mature	8	3	Standing dead tree.	Fell tree to ground level.	Urgent	Nov-18
33	397	<b>Holly</b>	300X2	Mature	9	5	Bark has been stripped around the circumference of the tree stem up to a height of 2m above ground level. The tree is now in a state of decline.	Fell tree to ground level.	High	Nov-18
34	398	<b>Holly</b>	300	Mature	8	4	Bark has been stripped around the circumference of the tree stem up to a height of 2m above ground level. There was no evidence of decline in the tree crown.	Reinspect the tree within 3yrs from the date of the initial survey.	01/2021	
35	399	<b>Holly</b>	250	Early-Mature	6	4	Bark has been stripped around the circumference of the tree stem up to a height of 2m above ground level. The tree is now in a state of decline.	Fell tree to ground level.	Low	Nov-18
36	400	<b>Lime</b>	450	Mature	14	8	Bark has been stripped around the circumference of the tree stem up to a height of 3m above ground level. The tree is now in a state of decline.	Fell tree to ground level.	High	Nov-18
37	401	<b>Beech</b>	450	Early-Mature	15	9	Large bark wound on the primary tree stem. Minor decay of exposed wood.	Reinspect the tree within 3yrs from the date of the initial survey.	01/2021	
38	402	<b>Lime</b>	600	Mature	18	8	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem and epicormic growth.	Prune all epicormic growth back to the parent stem. Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem reinspected.	Urgent	Nov-18
39	403	<b>Beech</b>	800	Mature	23	15	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem.	Sever the ivy around the circumference of the tree stem at a height of 4m above ground	Urgent	Nov-18

								level. All ivy below 1.5m shall be removed and the tree stem/basal <b>reinspected</b> .		
40	404	Lime	450	Mature	13	4	Open cavity on the primary tree stem approximately 1.5m in length. Branch decline around crown periphery. The tree is situated in a low target are of the cemetery.	Reinspect the tree within 3yrs from the date of the initial tree survey.	N/A	
41	405	Lime	500	Mature	15	5	Open cavity on tree stem.	Reinspect the tree within 3yrs from the date of the initial tree survey.	01/2021	
42	406	Lime	500	Mature	18	8	Very dense epicormic growth and adventitious stems arising from the lower trunk or roots has prevented the surveyor from inspecting the tree.	Prune all epicormic growth back to the parent stem and all adventitious stems to ground level. The tree will be <b>reinspected</b> once the growth has been pruned.	Urgent	Nov-18
43	407	Elm	350	Semi-Mature	8	3	The tree has fallen over onto the boundary wall.	Fell tree to ground level.	Urgent	Nov-18
44	408	Lime	500	Mature	16	7	Very dense epicormic growth and adventitious stems arising from the lower trunk or roots has prevented the surveyor from inspecting the tree.	Prune all epicormic growth back to the parent stem and all adventitious stems to ground level. The tree will be <b>reinspected</b> once the growth has been pruned.	Urgent	Nov-18
45	409	Beech	800	Mature	19	11	Major stem decay to a height of 3m above ground level effecting at least 75% of the tree stem. Only a small proportion of structural wood is supporting the tree.	Fell tree to ground level.	Urgent	Done ?
46	410	Lime	700	Mature	16	12	Very dense epicormic growth and adventitious stems arising from the lower trunk or roots has prevented the surveyor from inspecting the tree.	Prune all epicormic growth back to the parent stem and all adventitious stems to ground level. The tree will be <b>reinspected</b> once the growth has been pruned.	Urgent	Nov-18
47	411	Norway maple	800	Mature	14	13	Large diameter deadwood throughout the tree crown up to 100mm in diameter and 4m in length.	Remove all deadwood above 25mm in diameter.	Low	Nov-18
48	412	Ash	400	Mature	13	8	Large diameter deadwood throughout the tree crown up to 100mm in diameter and 3m in length. The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem.	Remove all deadwood above 25mm in diameter. Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground level. All ivy below 1.5m shall be removed and the tree stem/basal <b>reinspected</b> .	Urgent	Nov-18
49	413	Lime	500	Mature	17	13	Very dense epicormic growth and adventitious stems arising from the lower trunk or roots has prevented the surveyor from inspecting the tree. Minor deadwood in crown.	Prune all epicormic growth back to the parent stem and all adventitious stems to ground level. The tree will be <b>reinspected</b> once the growth has been pruned.	Urgent	Nov-18
50	414	Holly	300	Mature	10	4	Decline evident in the crown periphery.	Reinspect the tree within 3yrs from the date of the survey.	01/2021	Nov-18
51	415	Birch	400	Mature	10	7	The surveyor was unable to inspect the tree due to mature ivy growing on the tree stem.	Sever the ivy around the circumference of the tree stem at a height of 1.5m above ground	Urgent	Nov-18

								level. All ivy below 1.5m shall be removed and the tree stem/basal <b>reinspected.</b>		
52	416	<b>Honey locust</b>	150	Young	5	4	Large longitudinal wound on the primary tree stem. Several snapped branches in the tree crow. The tree is unsuitable for long term retention.	Fell tree to ground level.	High	Nov-18
53	417	<b>Ash</b>	400	Early-Mature	12	9	Multiple open cavities on the primary branches. Large diameter deadwood throughout the tree crown. Low target area of the cemetery.	Remove all deadwood above 25mm in diameter and <b>reinspect the tree within 3yrs from the date of the initial tree survey.</b>	High	Nov-18
54	417	<b>Weeping Lime</b>	900	Mature	17	14	T54 is a notable lime tree growing adjacent to a public footpath. There is a very large open cavity on the south side of the tree stem that extends up the stem from ground level to a height of 2m. The cavity has formed at the point where a large branch has split from the main stem. The decay within the cavity is significant and has resulted in the loss of approximately 50% of the cross sectional structural wood. Minor deadwood was visible in the tree crown. If the tree is to be retained it will require a major reduction of the tree crown to stabilise the structure and prevent further large branch failure.	The tree has been inspected by Wirral Councils tree contractor (Mancoed) and the Council Tree Office (Erik Bowman) on the 21st March 2018 and a survey and works specification has been agreed.	Urgent	Done ?
55	419	<b>Beech</b>	450	Early-Mature	17	13	Longitudinal cavity on the tree stem approximately 2m in length. Good wound wood has formed around margins of the cavity.	<b>Reinspect the tree within 3yrs from date of the initial tree survey.</b>	<b>01/2021</b>	
56	420	<b>Beech</b>	800	Mature	18	14	Branches are obscuring the adjacent lighting column. Minor deadwood is visible in the upper crown and should be removed as the area below the tree is a waiting area for parents picking their children up from the adjacent school.	Remove minor deadwood throughout the tree crown. Reduce the branches obscuring the lighting column by approximately 1.5m in length. Remove the dead ivy on the tree stem.	Urgent	Nov-18
56	421	<b>Ash</b>	400	Early-Mature	14	10	Stem divides at 1.5m and forms two codominant stems. One of the tree stems has a longitudinal cavity that is approximately 1m in length. The tree is situated in a very low target area of the cemetery.	<b>Reinspect the tree within 3yrs from the date of the initial tree survey.</b>	<b>01/2021</b>	
G1	N/A	<b>Elm</b>	150-300	Young	13	4	A group of scattered dead elm trees (approximately 25) in an area of the cemetery that has recently been cleared of shrub vegetation. The trees are in a 20m radius of the XY coordinates. All trees have been marked with a red X on the lower tree stem.	Fell trees to ground level.	High	Nov-18

Priority outstanding work highlighted in yellow

Future identified work highlighted in Green

## Appendix 5: Conservation Management Plan – Action Plan

### SUMMARY OF ACTIONS

The two overarching actions to be implemented as a priority within the next two years are:

- To adopt an agreed management structure setting out the roles and responsibilities of staff and volunteers
- To produce a management and maintenance plan that sets out cyclical tasks for staff and volunteers

Additional commissions that should be carried out within the next five years to inform the conservation of the site include:

- An access audit
- A wayfinding audit
- An interpretation strategy
- A funding strategy
- A condition survey of the whole site

All decision-making beyond the cyclical actions set out in the management and maintenance plan will require expert advice and specialist input in order to conserve the original design intent.

A series of consultation events will be carried out to capture opinion before the Conservation Management Plan is finalised and adopted.

Key to the Action Plan: priority levels

- 1 Items which should be carried out immediately (for completion within the next 12 months)
- 2 Items which should be carried out within the next two years
- 3 Items which are cyclical or should be managed in perpetuity
- 4 Items which are long-term aims and would be beneficial to carry out within the next five to ten years
- 5 Items which should be carried out at the end of the life cycle of structures or landscape components

## A Legislation and statutory requirements

Policy: *The site is of national significance and is designated as a Grade II\* Registered Park and Garden, a Conservation Area and contains Listed Buildings. Great weight will be given to the site's conservation and any harm will require clear and convincing justification (NPPF, paragraph 132). Substantial harm to the site will be wholly exceptional.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
A1	Wirral Council will discharge its obligations under the Local Authorities Cemeteries Order 1977 to keep the Cemetery in good order and repair, including all buildings, walls and fences.	WBC	3	
A2	As part of any proposal for change, pre-application consultation with the local planning authority will be carried out in order to de-risk the planning process	WBC	3	
A3	Consultation with statutory consultees such as Historic England and amenity societies such as The Gardens Trust will be carried out at an early stage to seek advice and agreement on proposals	WBC	3	
A4	Ensure proposals for change are in line with local and national planning policy including an assessment of significance and the impact of proposals on this for each component. The public benefits of the scheme will be balanced against potential harm	WBC	3	
A5	Statutory approval will be gained prior to any work requiring consent	WBC	3	

## B Conservation of significance

*Policy: All change will be informed by detailed research and investigation into the specific components or areas proposed for alteration and its identified significance. This robust understanding will ensure the potential impact of proposals is carefully considered against significance to ensure it conserves heritage interest through repair, restoration maintenance or management.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
B1	Research will be carried out in detail into specific areas proposed for change. This will be used to update the Conservation Management Plan periodically	WBC and Friends of Flaybrick	3	
B2	Proposed change should be the minimum necessary and where possible and appropriate, alterations should be carried out in a way that is reversible	WBC	3	
B3	Decisions for conservation and reinstatement will be based on the principle of reinstating Kemp's mixed-style design intent, formal planting and informal landscaping	WBC	3	
B4	New work or additions to the site will enhance rather than detract from the historic character and significance of the site. Intrusive features will be addressed as part of an on-going programme of replacement and restoration.	WBC	3	
B5	Where change is proposed that has the potential to adversely affect the significance of the site, consideration will be given to the necessity of this and ways to mitigate this impact through heritage and public benefits.	WBC	3	
B6	Any necessary loss of historic design or fabric will be mitigated through a detailed recording exercise prior to removal.	WBC and Friends of Flaybrick	3	
B7	Buried archaeology, particularly human remains in marked or unmarked graves, will be considered as part of any proposals for the site including new planting and repairs to structures	WBC with partners	3	
B8	Archaeological evaluation and investigations will be carried out prior to the commencement of any work with the potential to disturb buried remains	WBC with partners	3	

## C Site management and use

*Policy: A strategic action plan for the long-term management of Flaybrick Memorial Gardens will be implemented in order to best conserve its authenticity and integrity and to retain it in its primary use as a cemetery and green space. The action plan will set out management policies for repair, maintenance, landscape management, planting, new uses, volunteer responsibilities and enhancing engagement. It will be accessible for all levels of site user and will be updateable for the future.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
C1	A document setting out the roles and responsibilities for employees and volunteers (memorandum of understanding) will be produced to ensure high-level conservation principles and policies are understood prior to projects or works on site.	WBC	1	
C2	Wirral Council will continue to commit both people and financial resourcing to the site in order to sustain it in the future due to its nationally-recognised significance.	WBC	1/3	
C3	A management and maintenance plan for the site will be produced, setting out weekly, monthly, annual and periodic tasks to be carried out across the year. This will be based strongly upon the intention to sustain and enhance Kemp's original design as the underlying vision.	WBC	1	
C4	Volunteers and Staff will be utilised to support the Council and their aim of sustaining and enhancing the site. They will be provided with the supervision and support needed to best sustain the significance of the site.	WBC and Friends of Flaybrick	3	
C5	Ensure vandalism and anti-social behaviour is reported and its impact on the site monitored.	All/WBC	1-2	
C6	The gates to the site will continue to be locked at dusk to maintain a secure site and reduce vandalism.	WBC	3	
C7	Risk assessments will be in place prior to work parties on site to ensure good working practices	WBC	1/3	

## D Visitor experience and publicity

Policy: *The site will be accessible for the enjoyment of all, both physically and intellectually. Actions will be put in place that seek to increase engagement and a shared understanding of the site through new initiatives, interpretation and wider participation. New, uses that are complementary to the primary use of the site will be considered to encourage engagement and increase enjoyment.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
D1	An interpretation strategy will be produced to underpin decision-making and for sharing understanding and engaging with visitors. This will utilise historic research, plans, photographs and the knowledge of volunteers.	WBC	2	
D2	An access audit will be produced to identify issues and areas for improvement. This will ensure the accessibility requirements of all users are met	WBC	1	
D3	The lost network of paths in the Roman Catholic area will be reinstated in order to improve public access.	WBC	4	
D4	An annual programme of activities on set dates will be produced for events such as Heritage Open Days, guided tours and talks.	WBC and Friends of Flaybrick		
D5	A review of the online presence of Flaybrick Memorial Gardens will be carried out to increase engagement and ensure information is updated in a timely manner.	WBC and Friends of Flaybrick	1	
D6	A social media strategy will be reviewed for the Cemetery, to be implemented by the volunteers. Awareness of marketing and publicity strategies should be maintained in order to increase awareness of the site.	WBC and Friends of Flaybrick	2	
D7	On-site interpretation will be improved as part of the interpretation strategy to help visitors understand the environmental, landscape and heritage values of the site and its unique features.	WBC and Friends of Flaybrick	1	
D8	Wayfinding on-site will be improved to help visitors navigate the site, in a way that doesn't impact on aesthetic interest. A wayfinding audit should be produced to support this.	WBC and Friends of Flaybrick	1	

## E Landscape Management

*Policy: All landscape management decisions will conserve the authenticity and integrity of Kemp's original layout, views, planting and architectural design. Future maintenance and alterations will be based on a clear understanding of the original scheme. Proposals that erode this understanding will not be acceptable. Care should be taken to ensure minor and incremental changes do not have a cumulative negative impact.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
E1	Historic distinctions between the landscape character areas will be maintained and any key elements of Kemp's design that have been eroded will be reinstated or improved as appropriate.	WBC	2	
E2	All existing paths and visitor routes will be maintained to ensure inclusive access as far as is practical given the historical significance of the site.	WBC	1	
E3	Maintain the landscape in good order to improve visitor safety and visibility, to support positive uses of the site and reduce anti-social behaviour.	WBC	4	
E4	A selective programme of shrub and self-seeded tree removal work will be undertaken, informed by historic planting plans in order to sustain and enhance the original Kemp design intent.	WBC and Friends of Flaybrick		
E5	A suitable programme of succession planting will be implemented, informed by understanding of the original design intent.	WBC and Friends of Flaybrick	1	
E6	The actions set out within the management and maintenance plan will be implemented in line with required frequencies set out in the plan.	WBC and Friends of Flaybrick	2	
E7	Proposals for works that seek to restore or reinstate historic elements beyond the scope of the management and maintenance plan will be created with the input of expert advice.	WBC and Friends of Flaybrick	1	
E8	New landscape components will not be introduced to the site in areas of identified significance without a clear understanding of the impact and expert advice.	WBC and Friends of Flaybrick	1	
E9	The arboretum feature will be managed as a valued and well-used attraction of the Memorial Gardens this will include remove inappropriate tree specimens (as set out in the Conservation Management Plan) and further interpretation.	WBC and Friends of Flaybrick	4	

E10	The condition of grass will be improved to enhance the general Cemetery appearance and the setting of monuments and memorials.	WBC and Friends of Flaybrick	2	
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## F Environment, arboriculture and ecology

*Policy: Management and proposed change on the site will promote biodiversity and confirm to high horticultural and arboricultural standards. Conflicts between design integrity and biodiversity will be identified and managed. Climate change and energy conservation will be an important consideration as part of the on-going management strategy.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
F1	The recommendations made for the specific trees in the Tree Survey schedule will be adopted and implemented.	WBC and Friends of Flaybrick	2	
F2	All arboricultural works should be carried out by experienced arboricultural staff and should comply with BS3998:2010 'British Standard Recommendations for Tree Work'	WBC		
F3	At the end of the lives of the Cherry trees, a selective programme of removal and holly replacement will be carried out along formal avenues as the trees reach the end of their lives, to reinstate the original design.	WBC	5	
F4	Appropriate wildlife habitats will be maintained and created, using native species or those from the original planting scheme where appropriate.	WBC and Friends of Flaybrick	3	
F5	Improvements to biodiversity will be implemented as part of the management and maintenance plan, such as wildflower meadows, shrub and herbaceous planting where appropriate and providing bat and bird boxes. Conflicts with historic significance will be identified and managed.	WBC and Friends of Flaybrick	4	
F6	The use of pesticides will be minimised, and clearly justified and horticultural peat will not be used.	WBC	3	
F7	Green waste will be recycled for reuse.	WBC and Friends of Flaybrick	1	
F8	An environmental charter will be produced, adopted, reviewed regularly, setting out high horticultural, environmental and arboricultural standards.	WBC and Friends of Flaybrick	2	
F9	Climate change and energy efficiency measures will be considered as part of any proposals for change on the site.	WBC and Friends of Flaybrick	3	

## G Setting and Views

*Policy: The setting and key designed views, to and from the site, will be conserved through careful management of change. Planting, visitor facilities and public realm improvements will all have an impact on setting and views. Proposals for change will seek to restore historically significant views and enhance setting, including the boundaries of the site.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
G1	The key long-distance views identified in the Conservation Management Plan, for example those from the Cemetery to Birkenhead, Liverpool and across Mersey, will be protected and where appropriate, enhanced through new or reinstated design. This may require selective tree removal to reinstate the original design intent.	WBC and Friends of Flaybrick	4	
G2	The key internal views across the site will be protected and where appropriate, enhanced by restoring lost views. This will be carried out through selective clearance and planting to frame or screen views.	WBC and Friends of Flaybrick	4	
G3	Miscellaneous street furniture items that detract from the designed landscape will be removed. Any replacement boundary fencing will be in keeping with the heritage significance of the gardens. Street furniture and lighting will be carefully considered in order not to detract from key views and setting.	WBC	4	
G4	The Council will work in partnership with Magenta Housing to implement improvements to the external streetscape at Naylor Road to the Northern boundary.	WBC	2	

## H Condition, maintenance and repair

*Policy: Conservation of the structures or landscape will be informed by the expertise of specialist contractors and carried out to high standards, using appropriate materials and skills, in accordance with legal requirements and the high expectations of a Grade II\* Registered Park and Garden. Change will follow the principles of the minimum intervention, maximum retention of historic fabric, reversibility and legibility.*

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
H1	A condition survey of the site will be carried out every five years to ensure the repair and landscape management needs of the site are fully understood. This will encompass the structures and landscape elements.	WBC	4	
H2	Memorials and tombs will be assessed as part of the condition survey in order to assess the need for practical intervention, in line with national guidance.	WBC	3	
H3	The conservation principles set out in this Conservation Management Plan will underpin any decisions relating to repair, alterations or improvements.	WBC	3	
H4	Hard surfacing within the Cemetery, forming the path network intrinsic to Kemp's design will be maintained to a high standard of physical repair and in a style that fits the heritage setting.	WBC	3	
H5	A programme of regular inspection and clearance works will be carried out to the quarry face within the site to ensure structural integrity and to retain the distinct character of the area.	WBC	3	
H6	The refurbished chapels will be periodically inspected to ensure condition remains good. Proposals for suitable uses will be considered as part of wider discussions for the site.	WBC	3/4	

## I Funding and support

Policy: Seek to widen engagement at the site and celebrate its heritage by sharing understanding in order to increase support locally. Build on existing relationships with key local and national stakeholders in order to increase opportunities for financial and human resources.

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
I1	Relationships will be forged and strengthened with local and national organisations (such as Birkenhead Park), amenity societies, business and educational organisations (including the neighbouring schools, Bidston Hill Friends and the Tam O'Shanter Farm), to encourage practical and financial support and help raise the partnership and the project profile.	WBC and Friends of Flaybrick	3	
I2	A funding strategy will be produced, setting out the revenue streams for the maintenance of the site, including commitments to internal Council funding, local fund-raising, private donors and external funding bodies.	WBC and Friends of Flaybrick	2	
I3	Local and national stakeholders will be kept updated with news from the site and informed about proposals or projects as they develop. Drawing on their support as needed.	WBC and Friends of Flaybrick	3	


## J Consultation, adoption and review

Policy: Wirral Council will consult with key stakeholders, local people and interested parties to reach a consensus on the future direction of the site. The Conservation Management Plan and its associated action plan will be adopted and disseminated by the Council as the strategy document for all decision-making. The Conservation Management Plan will be updated every five years.

ACTION NO.	DEFINED ACTION	ACTION OWNER/ PERSON RESPONSIBLE	PRIORITY LEVEL	UPDATE ON PROGRESS
J1	Consultation will be carried out with local and national stakeholders on the Conservation Management Plan and its outcomes.	WBC	1	
J2	Wirral Council will adopt and disseminate this Conservation Management Plan.	WBC	1	
J3	Wirral Council will implement the actions within the Conservation Management Plan, which will be regularly reviewed and updated	WBC	1/4	
J4	Consultation will be carried out with local people and key stakeholders as part of an agreed engagement strategy.	WBC and Friends of Flaybrick	1	
J5	Regular consultation will be carried out to further understand the public perceptions of the site and how these can be enhanced.	WBC and Friends of Flaybrick	1	

## Appendix 6: Annual Site Safety Inspection Checklist.

### Parks and Open Spaces Annual H&S Inspection Checklist 2023

SITE	FLAYBRICK MEMORIAL GARDENS.	
Date of inspection:	1. 6. 2023	Signed:
Inspector (1):	N Mutch	Mutch
Inspector (2):		
<p>Items referred to (Asset Department) / (External Contractor) for repairs:</p> <p>Footpaths throughout the site. Many in poor condition</p>		
<p>General comments/observations/recommendations:</p> <p>Site in general good condition. Windblown trees from the storms have been dealt with, but large stumps remain.</p>		
<p>Items for Managers attention:</p> <p>TREE IN NC LARGE CRACK IN TRUNK, IN A PATH AND HEADSTONES.</p>		
Manager name:	Neil Garnett	Signed: 
Date checked:	27.06.23	
<p>Manager's comments:</p> <p>Capital B'd Successful - Health + Safety funding of £200,000, will improve the safety of identified paths</p> <p>Regarding tree in NC section this <del>needs to</del> <sup>has</sup> been reported to Rob Rainford</p>		

ENVIRONMENT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A	FURTHER ACTION
Is the tree canopy above footpaths and play areas visibly free of dead, dying, diseased or loose branches?	✓			TREE IN NC SECTION SPLIT TRUNK
Is the tree canopy above surrounding pavements/roads visibly free of dead, dying, diseased or loose branches?	✓			
Are all footpaths clear of overhanging vegetation/branches that could make contact at head height or below?		X		
Are all invasive non-native species identified with the team and either cordoned off, due to be removed or on a treatment plan?			N/A	
Have all known hotspots been checked for sharps/needles/drug paraphernalia or broken glass?	✓			
Are there clear sightlines that enable people and vehicle users to see what's ahead and around them?	✓			
INFRASTRUCTURE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A	FURTHER ACTION
Are footpaths in a safe condition and free of trip hazards?		X		FOOTPATHS NEED REPAIR
Are steps in a safe condition and free of trip hazards?	✓			
Are bridges in safe condition with no visible subsidence of the balustrades, walking surfaces safe and railings securely fitted?			N/A	
Are fencing and gates safe with no gaps, sharp edges, or protruding fixings?	✓			
Are culvert grills safe, clear, adequately fixed, and free-flowing?			N/A	
STREET FURNITURE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A	FURTHER ACTION
Are the benches safe to sit on with no cracks or visible signs of damage? Are the legs free from cracks and have no visible sign of damage?	✓			
Are the bins set in the ground correctly? Are the frames free from visible signs of damage? Does the bin have a liner in it?	✓			
Are the lampposts/bollards/Telegraph poles structurally sound (free of cracks/splits), free of damage and any access hatches securely fastened?	✓			
Are the feeder pillars free of paint damage, structurally sound (free of cracks/splits), and door secure and locked?			N/A	
Are CCTV camera poles structurally sound (free of cracks/splits), free from damage? Are the cameras/LED units damaged at all?	✓		N/A	
SITE SIGNAGE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A	FURTHER ACTION
Are water safety warnings visible and free of surrounding vegetation?			N/A	
Are fence notice boards or signage in a safe condition with no damage, securely fastened, with no sharp edges or protruding fixings?	✓			

Are interpretation lecterns in a safe condition with no damage, securely fastened, with no sharp edges or protruding fixings? Are they clearly legible and free of graffiti?	✓			
Are upright notice boards/interpretations in a safe condition with no damage, securely fastened, with no sharp edges or protruding fixings? Are they clearly legible and free of graffiti?	✓			
Are entry signs in a safe condition with no damage, securely fastened, with no sharp edges or protruding fixings?	✓			
Fire assemble points are present, and are the signs visibly clear and in the correct position?	✓			
Is vehicle/pedestrian restriction/signage in place? Are they in the correct place and clear to read?	✓			
Service yard site safety signages - are they in the correct place and are clear to read?	✓			
<b>MONUMENTS AND SCULPTURES</b>	☑	☑	N/A	<b>FURTHER ACTION</b>
Do monuments, bandstands, flagpoles, and sculptures appear structurally sound? Are they free from damage/graffiti?		X		GRAVESTONES IN DISREPAIR
Do walls appear structural sound: free from bowing, large mortar cracks, loose/missing bricks, or copings.	✓			
<b>SPORTS AND PLAY FACILITIES</b>	☑	☑	N/A	<b>FURTHER ACTION</b>
Are tennis court surfaces, signage, nets, fencing, gates and surrounds safe and in visibly good condition?			N/A	
Are MUGA surfaces, signage, fencing, gates and surrounds, goalmouths, and basketball hoops safe and in visibly good condition?			N/A	
Are Outdoor Gym surfaces, signage, and equipment safe and in visibly good condition?			N/A	
Are Play Area landscape features: Shelters, fencing, trees and vegetation safe and in visibly good condition?			N/A	
Are games greens fencing, surrounds, gates, and surfaces safe and free from damage or deterioration? Has the irrigation system been tested recently and serviced?			N/A	
<b>EXTERNALS OF BUILDINGS</b>	☑	☑	N/A	<b>FURTHER ACTION</b>
Are building roofs visibly in good condition with no missing tiles or lead?	✓			PORTA CABIN IN GOOD REPAIR.
Are building walls visibly in good condition? (Timber cladding, brick, plaster)			N/A	
Are gutters, downpipes and surface water drains visibly clear?			N/A	
Are manholes sitting flush and secure to the frame? Is drainage from buildings free from issues?	✓			

## **Appendix 7: Flaybrick Memorial Gardens Service Requirements**

### **Cleansing: litter, rubbish & leaf collection**

Collect and remove litter and refuse from all of the sites included within the service requirement. In the case of adopted highway verges this responsibility is limited to the occasions immediately prior to grass cutting activities. Government guidance and Regulations for the disposal of noxious or hazardous waste, for example empty chemical containers or 'sharps' shall be followed.

Inspect and empty all litter bins, and dispose of the rubbish, clear all litter from around each bin.

The Environmental Protection Act 1990 does not specify frequencies and this requires the requisite standards to be maintained by:

- ensuring familiarity with site plans and locations
- programming works effectively
- applying resources appropriately

Litter control shall conform to the Environmental Protection Act 1990: Code of Practice on Litter and Refuse (updated November 2006).

The park shall be maintained to Grade B standard in accordance with the Code of Practice Part 1: litter and refuse

- Predominately free of litter and refuse apart from some small items

The maximum response time to restore to Grade A standard (no litter or refuse) if it falls below Grade B shall be 1 day; this means by 6pm the following day.

Ensure that all staff uses their reasonable endeavours to collect and minimise the effects of litter on the sites, whenever it is encountered in the pursuance of their duties, whether or not those duties are primarily litter control.

### **Sweeping and cleansing**

This requirement is applicable to all surfaces other than grass within all sites. The entire surfaces of all tarmac, concrete or paved areas, rubberised surfaces and tiles, including play facilities and safety surfaces and other surface areas including loose surfaces such as bark and shale shall be kept clear in accordance with the Environmental Protection Act 1990: Code of Practice on Litter and Refuse (updated November 2006) to Grade B standard.

Sweeping, including gutters and drainage channels within the surface areas, shall be carried out by appropriate methods that do not damage or disrupt the surface.

Surfaces shall be washed down whenever necessary in order to maintain a clean and useable area.

All paths and hard surfaces shall be swept at even intervals and be kept cleared of grass cuttings following mowing operations.

All slippery surfaces caused by whatsoever nature, shall be made safe by the removal and / or treatment of the hazard.

All hard surfaces shall be maintained in a substantially weed free condition including moss and algae growth.

### **Fallen leaves**

Fallen leaves shall be regularly cleared from areas of:

- main entrances and key pedestrian routes and paths
- visitors' centres and attractions
- ornamental grass areas
- soft horticultural features such as bedding and herbaceous borders
- surfaces within play areas
- grass sports pitches and facilities
- all weather sports pitches and facilities

Leaf clearance shall take place so that the features remain:

- in good horticultural condition
- and / or with a safe, well drained hard surface

Any leaves that have accumulated into drifts or are unsightly or damaging to plants and bulbs shall be removed as a priority.

The operation shall be carried out frequently throughout the autumn in order to facilitate shrubbery and rose bed cultivation, and to prevent leaves from spreading back onto lawns, paths, hard surfaces, sports and horticultural features. Where necessary, after leaf clearance, beds shall be lightly pricked through to remove footmarks.

The final clearance of all autumn leaves shall be completed by the end of December in each year of the contract period.

### **Graffiti and fly-tipping**

Information on graffiti and fly-tipping shall be collected. Data shall provide such data to the Service Manager on a weekly basis as part of his weekly exception reports.

Data for incidents of graffiti shall include:

- date
- location
- surface type
- paint type
- description including offensive characteristics.

Offensive or racist graffiti shall be reported as a priority. This shall be reported to the Service Manager within one hour of identification, to enable this to be removed by the Employer's specialist operator within 24 hours.

All instances of fly-tipping shall be reported to the Service Manager.

## Grass maintenance

The use of growth regulators will not be permitted.

All grass cutting machinery used across the entire range of standards shall be appropriate and fit for the purpose of achieving the specified standard.

On each occasion that grass cutting takes place the following shall be achieved:

- an even, uniform sward to the requisite height across 100% of the surface area, including all obstacles, grass margins, weed growth, seed and flower spikes and bents.
- Litter on areas to be mown shall be removed immediately prior to mowing.
- any litter subsequently shredded as a result of the mowing operation, shall be collected and removed

Should grass exceed the maximum permissible height, the grass shall be brought back into conformance by frequent repeat mowing.

The use of herbicides around obstacles and margins shall not be permitted on ornamental and associated grass areas. The use of appropriate herbicides to kill growth around obstacles and margins in other areas shall be permitted unless otherwise stipulated in the relevant site management plan or by instruction from the Service Manager. In such areas, the maximum bandwidth of kill shall not exceed 50mm.

The edges of turf adjacent to hard surfaces, cut backs, planted borders, beds, channels and kerbs shall be kept maintained to a neat even line. On each occasion of re-cutting all finished bed edges shall be sharp, neat and vertical.

In the case of ornamental lawns all cuttings, clippings or other mowing arisings, no matter where they fall, shall be removed for recycling or reuse immediately on completion of the operation.

All cuttings, clippings or other mowing arisings across the complete spectrum of grass mowing operations which land on hard surfaces, shrub borders or flower beds shall be cleaned up and removed immediately on completion of mowing.

Arisings that fall on general grass/amenity grass, highway urban verges and rural verges shall not normally require removal, unless excessive growth has occurred, in which case arisings shall be collected and removed for recycling or reuse.

Unless otherwise stipulated in the relevant site management plan, grass areas over naturalised Narcissus, Galanthus and Crocus bulbs etc, shall remain uncut from the commencement of the grass cutting season to the third week in May, unless the bulb leaves have died down sooner, at which time the grass and bulb tops shall be cut and removed and the areas brought into conformance with the surrounding areas. Subsequently these areas are to be maintained to the same standard as the rest of the area.

In drought conditions, subject to the approval of the Local Parks Manager, the height of cut shall be adjusted so as not to cause added stress and damage to the sward. If grass growth is at a standstill an obligation remains to control grass and weed flower spikes by cutting.

On resumption of mowing operations after adverse weather conditions have caused them to cease, ensure that a return to the appropriate standard is achieved by increasing the frequency of mowing.

### **Premium ornamental and ornamental grass**

Premium ornamental areas and ornamental areas shall be maintained so that they are substantially free from weeds, coarse grasses, moss and algae by cultural methods and the application of approved pesticides. Cutting machines shall be cylinder type for fine turf maintenance. For premium ornamental areas the arisings shall be boxed off and recycled or reused. For ornamental areas there is no requirement for boxing off arisings.

All premium ornamental and ornamental grass areas shall be maintained within the specified height range:

- Minimum height 8 mm
- Maximum height 15 mm

Premium ornamental and ornamental grass maintenance shall include all necessary:

- pest, disease and weed control
- fertilising
- scarifying
- aeration
- rolling
- irrigation
- seasonal renovation

### **General Grass**

All general grass areas shall be maintained within the specified height range:

- Minimum height 25 mm
- Maximum height 60 mm

Hard landscape infrastructure: hard surfaces – roadways, pathways, car parks; parks and green spaces site infrastructure – benches, lighting, fencing, walls (see also Cleansing: litter, rubbish & leaf collection)

Undertake a rolling programme of condition surveys of the hard landscape infrastructure of the park. Following each site condition survey the prepare an improvement plan for inclusion in the relevant site management plan and subsequent submission to the Service Manager

### **Hard surfaces weed control – parks and green spaces**

Undertake a programme of effective weed control on all hard surfaces including roads; footpaths, car parks, steps, ramps and bridges Including the bases of all walls and fences where adjoining hard surfaces, along kerbstones and around landscape and park furniture . The use of residual herbicides shall not be permitted.

### **Hard surfaces gritting, salting and snow clearance**

Hard surface gritting, salting and snow clearance is required to ensure that, where

reasonably practicable, safe passage along a road or footpath is not endangered by snow ice.

Although there is no requirement to treat all roads and footpaths there are locations where this is required. The sites and areas to be treated are limited to those where essential only access is required which includes to cemetery chapels, access for planned burials, visitor and community centres and known problem locations and hazardous gradients.

Treatment shall include pre-treating to prevent ice from forming and post treating when ice has formed or snow has accumulated.

### **Benches and seating**

All benches and seating, including picnic benches & tables, shall be kept clean at all times, and in good order through the use of such means as repainting or re-staining surfaces according to type of material.

### **Fences, railings, walls, gates, handrails, stiles, boardwalks, revetments and bollards**

Any minor repairs such as loose bolts, protruding nails and sanding of sharp edges shall be undertaken. All other repairs must be reported to the Parks Manager.

Defects which represent a hazard that cannot be repaired immediately must be made safe until an effective repair can be undertaken.

Regularly maintain gates, locks and mechanisms to ensure good working condition.

### **Notice boards and signs**

Keep all signs, signposts and notice boards clean at all times and in good order through the use of such means as repainting or re-staining surfaces according to type of material of construction.

### **Shrubs, roses, herbaceous and annual bedding**

Maintain shrub beds attractively presented, free of litter, weeds, other unwanted vegetation, and pests and diseases. The use of residual herbicides shall not be permitted.

Shrubs shall be maintained by pruning and training using the best horticultural practices to allow the development of each shrub in keeping with its habit, location and purpose.

Cultivation work in weather or ground conditions that would be harmful to the soil condition and its structure shall not be undertaken.

Observe that the purpose of pruning is to establish a strong framework of branches, keeping the shrubs healthy and vigorous, maintaining the size, shape and balance, whilst ensuring the maximum amount of flowering wood and fruit are produced.

Carry out the pruning of individual shrubs and roses appropriate to the requirements of each species or cultivar.

### **Hedges – ornamental and non-ornamental**

Maintain all ornamental and non-ornamental hedges to their previously cut height, width and shape, ensuring that the top and sides of each hedge are cut neatly so that all growth is removed to the point of the previous cut on the old wood. Maintain hedges to ensure the safe and free flow of motor traffic along adopted highways and other vehicle routes, and to ensure the safe and free flow of pedestrians and cyclists along adopted highway footpaths and all other access routes across sites.

All trimmings shall be removed for recycling or reuse.

The base of the hedge shall be left clean, tidy and vegetation free on every occasion the hedge is cut.

## **Trees and woodland**

All tree work shall be undertaken in accordance with BS 3998:2010 'Recommendations for tree work'. Be responsible for making all necessary checks to determine if there are any laws and regulations, including Tree Preservation Orders that would affect any work proposed, and to ensure that all permissions and licences are gained prior to proceeding with work.

All persons employed to undertake tree work, shall be suitably trained and qualified and shall be in possession of appropriate certification.

Consider all paths, grassed areas, pavements, kerbs, approach roads, manhole covers, fences, walls, overhead cabling etc that are either adjacent to or on the work area. These are to be preserved in good condition and make all necessary arrangements to make good any damage.

Include for stump removal and subsequent surface reinstatement following tree felling in highways locations. Stumps intended for permanent retention should be cut at a specified height and left free from snags.

On completion of all tree work ensure that the work area is thoroughly cleaned and is left in a condition appropriate for its intended use.

All timber and brushwood resulting from tree work shall be disposed of. The only exceptions to this shall be at woodland locations where the Service Manager may instruct timber and brushwood to be retained on site. The Service Manager may on occasion instruct delivery of brushwood chippings to sites within the Borough where these materials are required for composting, mulching, or creating footpaths or bridleways.

Refer to section 'Waste management including recycling of biodegradable waste' (green waste).

## **All trees and woodland – emergency and out of hours call out service**

Provide a 24 hour, 365 days a year, emergency and out of hours call out response service for trees or limbs that have collapsed or are in a dangerous condition. A response unit consisting of a minimum of two suitably trained staff with appropriate vehicle and equipment shall be provided within one hour's notice following notification of an event by the Local Area Team Leader or emergency services authority. Incidents of this nature are often associated with high winds, collision damage, root severance and acts of vandalism.

Provide sufficient labour, vehicles and equipment required for emergency tree work operations. Heavy lifting equipment and cranes will need to be obtained as soon as reasonably practicable for special operations. Trees in parks

Have a duty of care to ensure that users of parks, green spaces, cemeteries, churchyards and golf courses and all adjacent land and neighbouring properties are not at unreasonable risk from possible failure of trees. As part of the regular site health and safety inspections assess and act on any tree related risks.

### **Individual trees in parks and green spaces – arboricultural management**

Undertake reactive management of selected trees in parks, green spaces, golf courses, cemeteries and churchyards in response to hazard risk identification, through an agreed programme of work. This may be supplemented by requests/complaints received from members of the public and others.

### **Individual trees in parks and green spaces – replacement and renewal**

Undertake occasional requests for commemorative and other tree planting within cemeteries, parks and green spaces.

### **Vandalism and third party damage (see also Cleansing: litter, rubbish & leaf collection)**

Work with community stakeholders and partner organisations to reduce vandalism and anti-social behaviour in sites covered by the service.


### **Soft landscape**

Rectify minor incidents of vandalism or third party damage to soft landscape features including trees, planted and grassed areas within 24 hours, inclusive within his routine maintenance activities. This shall include any minor incidents of damage caused by any other source.

### **Hard landscape infrastructure**




Rectify minor damage to fencing, gates, walling, furniture, signage, notice boards, lighting and surfacing and other hard landscape infrastructure resulting from any act of vandalism or third party damage within 24 hours, inclusive within his routine maintenance activities. This shall include any minor damage caused by any other source. Minor damage shall be defined as requiring no more than 1 hour of labour per occasion to rectify with a minimal requirement for materials.

## Appendix 8 : Green flag judges feedback report 2023

 <h3>Site Quality Evaluation (Mystery Shop)</h3>					
<b>Name of Site</b>	FLAYBRICK MEMORIAL GARDENS		<b>Managing organisation</b>	Wirral Metropolitan Borough Council	
<b>Weather Conditions</b>	Dry and sunny				
<b>Date of assessment</b>	23/09/2023		<b>Time (from – to)</b>	4.30-5.30pm	
<b>Overall Result</b>	<p><b>Green</b> – Meets the standard with no concerns raised</p> <p><b>Amber</b> – Meets the standard but with some minor areas of concern</p> <p><b>Red</b> – Does not meet the requirement with major issues identified</p>				
<b>Result: (✓)</b>	<p align="center"><b>Is the site of Green Flag Award Standard?</b></p> <p> <span style="color: green;">Green</span> <input checked="" type="checkbox"/> <span style="color: orange;">Amber</span> <input type="checkbox"/> <span style="color: red;">Red</span> <input type="checkbox"/> </p>				
<b>Grading</b>			<b>Strengths and Recommendations</b>		
<p>Each question is graded Green, Amber or Red</p> <p>NG (not graded) is used when the question can't be answered or is not applicable – for which an explanation is provided.</p>			<p>Strengths and recommendation are provided to support each grading.</p> <p>Photographs can be included throughout, or at the end of the report to support the feedback from the judge(s) in relation to both strengths and recommendations.</p> <p>Please refer to the Raising the Standard guidance manual <a href="#">here</a> for further information on the criteria.</p>		
<b>A Welcoming Place</b>					
<b>1. Is the site welcoming?</b>	NG	<span style="color: green;">G</span>	<span style="color: orange;">A</span>	<span style="color: red;">R</span>	The site is welcoming, and the gates were open on the day I visited. There were several visitors, and the site had a peaceful feel to it.
		✓			
<b>2. Is the site easy to find?</b>	NG	<span style="color: green;">G</span>	<span style="color: orange;">A</span>	<span style="color: red;">R</span>	I had no problem finding the site and google maps took me to the correct postcode.
		✓			
<b>3. Is signage in good condition?</b>	NG	<span style="color: green;">G</span>	<span style="color: orange;">A</span>	<span style="color: red;">R</span>	The signage is in good condition throughout and there is plenty of interpretation to engage a visitor. The signage is impressive.
		✓			
<b>4. Is the site accessible to all users?</b>	NG	<span style="color: green;">G</span>	<span style="color: orange;">A</span>	<span style="color: red;">R</span>	Some of the paths are in a poor state and some resurfacing is required. The paths could be hazardous to some users. <i>Noted! A recent capital bid was successful, and plans are already underway to improve some of the worst paths within the memorial gardens</i>
			✓		

Healthy, Safe and Secure					
5. Are facilities on site in good and safe condition?	NG	G	A	R	There are memorial benches, which are in good condition as well as other seating. The railings, magnificent boundary wall and gate entrance are all in good condition.
		✓			
6. Did you feel safe during the visit?	NG	G	A	R	Yes, no issues at all. The site is open, and the good standard of tree maintenance ensures a feeling of safety.
		✓			
7. Are dogs being controlled and the site free of dog fouling?	NG	G	A	R	The site was free of dog fouling and there were no dogs present on the day I visited.
		✓			

Well Maintained and Clean					
8. Is litter, waste and recycling managed?	NG	G	A	R	I didn't see any evidence of litter and the litter bin at the main entrance is in a good condition. There was evidence that the bin is being used and therefore in the correct place.
		✓			
9. Is there a good standard of horticulture maintenance?	NG	G	A	R	The grass was mown to a reasonable standard. There was evidence that there was maintenance taking place as hessian ton bags were filled with green waste.
		✓			
10. Is there a good standard of arboriculture maintenance?	NG	G	A	R	The arboretum and tree stock, including the mature tree stock appears to be in a good condition throughout the Gardens. The variety of specimens really are impressive, and I will make a return visit.
		✓			
11. Are buildings and infrastructure such as walls, paths, steps and structures in good condition?	NG	G	A	R	The chapels were not accessible on the day of the visit, but they appear to be maintained as well as they can considering the dereliction over several years.
		✓			
12. Is equipment used by the public and staff in good condition?	NG	G	A	R	There is plenty of seating and the dedicated memorial benches are in an excellent condition.
		✓			
Environmental Management					
13. Is there evidence that the site is managed to have a positive impact on the environment?	NG	G	A	R	The mature tree stock is vastly important to the site and to the surrounding area. The area where the site sits is urban and therefore plays an important role in the biodiversity and attracting subsequent wildlife to the area.
		✓			
Landscape and Heritage					
14. Are heritage and/or landscape features in good condition?	NG	G	A	R	The site is important for both visitors to the graves and for people who take an interest in the heritage and conservation of the site.
		✓			
Community Involvement					
	NG	G	A	R	

<b>15.</b> Is there evidence of community involvement and engagement?		✓			People are obviously passionate about the site as there are lots of activities occurring, including walking tours. Well done to everyone involved in helping to look after and engage with others. The Friends Group have their own web page
<b>16.</b> Is user feedback positive?	NG	G	A	R	Yes, most definitely. No concerns at all.
		✓			
<b>Marketing and Communication</b>					
<b>17.</b> Is there evidence of marketing and promotion, including events? e.g. notice boards, in buildings, website & social media.	NG	G	A	R	Yes, there is an enormous amount of marketing of the site, including display cases complete with an array of engaging posters and information. The site is marketed well both locally and on social media.
		✓			
<b>18.</b> Is the correct year flag flying and certificate on display?	NG	G	A	R	Yes.
		✓			
<b>Overall Result</b> (✓)	<b>Is the site of Green Flag Award Standard?</b> <b>Green</b>  <b>Amber</b>  <b>Red</b> 				
<b>Final comments:</b>  FLAYBRICK MEMORIAL GARDENS was a real pleasure to visit, and the site has so much to offer in terms of conservation and heritage. The weather helped bring out the best in the site in terms of the arboretum on what felt like an autumnal day and beautiful stone in the chapel and surrounding boundary wall is beautiful. The only thing that I would say lets the site down is the poor state of the path network. However, I am sure when funding allows, this will be done, and it will enhance the site even further. Well done to everyone who is helping to maintain the site.					

## **Appendix 9. Remembrance Garden Project in RC7**

### **Flaybrick Memorial Gardens**

**Date commenced 21. 12. 2021**

**Date finished 21. 07. 2022**

**Project Manager Neil Mutch – Flaybrick Ranger**



**Fig 7: Joint service for the opening of The Remembrance Garden**



The project aim is to landscape and bring back a part of Flaybrick Memorial Gardens in to the main cemetery and to use it as a public open space.

The objective is to remove the overgrown vegetation, clearing out debris from communal graves, construct paths, lay the hawthorn trees to create a hedge, construct a pond, install benches, create and sow wildflower beds, create wood piles for insects, create and plant a shrub bed, install bird tables and site an interpretation board.

As the Project Manager I drew a landscape plan to outline where all the elements were to be sited. See Plan.

To achieve these aims and objectives a number of personnel were actively involved with the project.

**Project Manager** – Neil Mutch Ranger at Flaybrick Memorial Garden

**Grounds Maintenance Staff** – John Chesters, Trevor Clark, Carl Simmons.

### **Flaybrick Memorial Gardens Volunteers**

Brian Sinton, Paul Williams, Dave Hill, Peter Maher, Rob Dolphin, Lynne Steen, Margaret, Dave Caraher, Lesley Simpson, Paul Bromley, Jayne Phennah, Ron Carpenter, Phil Gregory, Dave Smith, Chris Dawson, Chris Morris, Brian Burden, Lindsey, Roanne Clements-Bedson, Madeleine Clements, Aileen, Ryan Charles and Jay Williams students

### **Project Work.**

The initial work commenced with the removal of the overgrown vegetation of mainly bramble. John, Trevor and Carl did a great job clearing the area to see what we had to work with. The plan was drawn up and a week before Christmas 2021 we set about laying the hawthorn trees into a hedge. After some expert tutelage the volunteers picked up the hedge laying skills quickly and over the winter months completed the task to a high standard.

The plan was to create an area with paths and wildflower beds. Communal grave areas were cleared and planted with wildflowers and bluebell bulbs. Other communal graves are highlighted with a tree and a marking stone and are left for wildflowers to grow. I decided to build a pond to add some interest and biodiversity to the site. Wood piles and bird tables are placed to also increase the wildlife value of the site.

### **Recycling on the site**

The pond area contained a number of discarded broken stone work from graves. These were used to create a boundary edge for the paths a shrub area. The resulting excavate depression was an ideal area for the pond. Wood chippings found across Flaybrick was used to create the open paths and to mulch the shrub beds. Two oak trunks were recycled into benches made by Brian Sinton one of the volunteers.

### **Shrub beds and trees**

The shrubs were donated by The Friends of Flaybrick Memorial Gardens and were planted up by the volunteers, Chris Dawson and Lynne Steen, Paul Williams. The trees near to the pond were planted by the Ranger to create an evergreen back drop to the site.

**Fig 8: RC7 before work commenced**



**Fig 9 students, and Volunteers clearing vegetation for the pond area**



**Fig 10: Pond area with recycled stone edging**



### **Risk Assessment – Hedge laying**

<b>Name:</b>	<b>Position:</b>	<b>Date:</b>
<b>Site:</b>	<b>Grid Ref:</b>	<b>Nearest Hospital:</b>
<b>Tel No:</b>		

<b>Hazard</b>	<b>Who is at risk</b>	<b>Risk before control measures</b>	<b>Existing control measures to reduce the level of risk</b>
Inclement weather conditions: cold, exposure, sunburn, high winds.	Everyone	High	1. The Ranger will assess conditions prior to activity and check met office report. 2. The activity will be postponed or cancelled if poor weather is forecast.
Slips, trips and falls	Everyone	High	1. The group will be given a safety talk at the start of the activity. 2. All participants will be supervised the activity leader. 3. The main footpaths and routes will be checked prior to the activity and any hazards identified will be

			<p>removed, highlighted or cordoned off from participants.</p> <p>4. Participants must wear suitable footwear for the activity.</p> <p>5. In poor conditions when paths are muddy participants must be extra cautious, not to run.</p>
Cuts from hand tools	Everyone	High	<p>1. A safety talk on the correct use of hand tools given at the start.</p> <p>2. Check hand tools for defects before the start.</p> <p>3. Check everyone has appropriate PPE.</p>
Contact with hawthorn, nettles and brambles, risk from irritation to skin, cuts and scratches.	Everyone	High	<p>1. A safety talk is given at the start of the activity.</p> <p>2. All participants are made aware of working with hawthorn and stands of nettles and brambles that border the areas and of the hazards associated with them.</p> <p>3. All participants will use appropriate PPE and include Gloves, hard hats, eye protective glasses and steel cap boots.</p> <p>4. All participants will be closely supervised.</p> <p>5. A first aid kit will be on hand and participants will be made aware of where it is accessed.</p>
<p>Illness from soil borne disease.</p> <p>Illness from soil borne disease- cont</p>	Everyone	High	<p>1. All participants will be given a safety talk at the start of the activity and the importance of hand washing and not putting hands near their mouths.</p> <p>2. All participants will be told to wash their hands thoroughly before eating and drinking.</p> <p>3. Participants must cover any fresh cuts at the start of the activity with a plaster or gloves.</p>
Falling branches	Everyone	High	<p>1. Tree canopy will be checked visually for any defects.</p>
Stings from flying insects such bees or wasps	Everyone	High	<p>1. A pre site is made to identify any nests and activity moved if a nest is located.</p> <p>2. A safety talk given at the start, participants told not to try and catch or aggravate bees or wasps.</p> <p>3. All participants will be supervised by the activity leader.</p>

			4. A first aid kit will be available and a mobile phone will be on hand in case of an emergency.
Poisonous/stinging/thorny plants and fungi: illness, irritation to the skin, cuts and scratches.	Everyone	High	1. Site checked prior to visit for poisonous plants and fungi. 2. A safety talk at the start of the activity about plants and fungi and about what to avoid.

**Signed:** .....

**Dated:**

.....

### **Tools used on the Project**

Billhoo ,Lopper Bow saw, Rake, Mattock, Spade, Fork, Trowel, Hoe, Pole saw,Hedge cutters

### **Plants Shrubs and Trees in RC7**

#### **Plants**

Cornflower	Nettle
Corncockle	Bramble
Hedge woundwort	Hedge Bindweed
Feverfew	Cleavers
Rosebay willow-herb	Ivy
Scarlet pimpernel	Red campion
Welsh poppy	Field forget- me-not
Opium poppy	Garlic mustard
Bluebell	Herb Robert
Chives	Greater celendine
Pendulous Sedge	
Common poppy	
Common Comfrey	
Spear thistle	
Ground elder	
Borage	
Ox- eye daisy	
Ribwort plantain	
Greater plantain	

#### **Trees**

Apple tree  
Douglas fir  
Dawn redwood  
Scots pine  
Silver birch  
Willow  
Sycamore  
Hawthorn  
Yew  
Holly

#### **Shrubs**

Cotoeaster	Broom
Buddleia	Heather
Ceonanthus	
Rosemary	
Privet	
Fuchsia	
Lavender	
Rhododendron	

