



Wirral Council
Neighbourhood Services Department
Parks and Countryside Service

Hamilton Square Gardens

2021-2026

Management Plan



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Preface to the 2021-2026 Hamilton Square Management plan

This is the 2021-2026 Management Plan for Hamilton Square Gardens. Since a staffing restructure in 2021 the Gardens has been the responsibility of the Birkenhead General Parks Manager and Team Leader for Rock Ferry, Prenton and Birkenhead, they work closely with staff and friend's groups. The new 2021-2026 Hamilton Square Gardens Management Plan includes the upgrading of flower beds and more detailed information on events held in the Gardens

1 Introduction

The plan is intended to provide a framework for the development and improvement of Hamilton Square Gardens. 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 or write to:

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

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1.1 purpose and scope of the plan

The prime purpose of this *Management Plan* is to ensure that the future upkeep and management of the park will sustain, and continue to improve on, the quality of the park and the facilities it offers.

This *Plan* covers the period from 2021-2026 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 park, either now or in the future., it will continue to be subject to discussion and review with key stakeholders, including park users.

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

1.1. 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:

<https://www.wirral.gov.uk/files/pp7-wirral-plan-equity-people-and-place-2021-2026.pdf>

1.2. 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. 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 Aims, Visions and Objectives

Hamilton Square Gardens will be maintained in accordance with its primary purpose as a Historic Square Gardens and will be maintained to the standard required to achieve Green Flag award.

Vision:

The vision for Hamilton Square Gardens is to provide a public space that can deliver community safety, a place where you can escape the hustle and bustle of town life, relax, and reflect.

Aims

1. Increase the numbers of people visiting Hamilton Square Gardens
2. Develop the educational potential of Hamilton Square Gardens
3. Increase the Income generated by the gardens to provide security of provision for the future
4. Reduce Anti-Social Behaviour within the gardens, safeguard and enhance community safety.

Objectives:

- 1.1 Promote and encourage events and entertainment, in keeping with the character of the park.
- 1.2 Encourage local schools to use the Gardens for historical education.
- 2.1 Form partnerships with local businesses to increase appropriate Garden use
- 3.2 Provide opportunities for corporate days at the gardens
- 3.3 To facilitate the holding of events at Hamilton Square

- 4.1 An improved feeling of security within the gardens, working with partners and stakeholders.

4 Site information

4.1 Summary

Name: Hamilton Square Gardens

Map: see appendix 1 Site plan (page 22)

Typology and primary purpose - Wirral Open Spaces Assessment November 2010 (based on PPG17 guidance): **Local Park**

Primary purpose: Intensively managed park used primarily by local people, providing accessible, high-quality opportunities for formal and informal recreation and children's play including community events.

Grid Reference: 332534, 389008

Ward: Birkenhead & Tranmere

Size: 1.42 Hectare

Address: Hamilton Square, Birkenhead, Wirral, Merseyside, CH41 5BR

4.2 Access:

The square's gardens are accessible from all four corners of the square for wheelchair users and mobility scooters. The gardens are located adjacent to a main bus stop. The Woodside Ferry and bus depot are located approximately 440m from the gardens. Hamilton Square railway station is 100m from the gardens. The gardens eastern boundary is unenclosed providing unrestricted access to the lawns.

4.3 Current facilities and features:

- A historic and architecturally important location representing the town's civic heritage
- Surrounded by fine examples of late Georgian/early Victorian Architecture
- Queen Victoria architectural sandstone monumental spire
- War memorial and regimental commemorative stones
- Memorial stone of PC Dave Phillips
- Bronze statue of John Laird
- Mature shrub and tree stock
- Ornamental annual bedding displays
- Proximity to Birkenhead Town Hall
- Seating
- Amenity grass lawns

4.4 Tenure:

Hamilton Square Gardens are managed by the Parks and Countryside Service of Wirral Council's Neighbour Services Department. The intersecting footpaths, lamp columns and street furniture within the gardens are part of the adopted highway with responsibility residing with the Highway Management Division

The Victoria Monument, War Memorial and John Laird statue are the responsibility of the Asset Management Division part of Transformation and Resources Department.

4.5 Summary of main uses:

- As a through-route used by pedestrians to connect Woodside Ferry and bus terminal, Hamilton Square rail station with Birkenhead Town centre.
- As a place of relaxation and relative calm in the busy town centre especially at lunch hour during periods of fine weather

4.6 Stakeholder and Partner organisations:

- Wirral Council's Community Safety Team
- Various military organisations (in connection with the war memorials).
- Businesses and residents of the square
- Birkenhead Chambers of Commerce
- Merseyside Police
- Birkenhead Constituency Committee

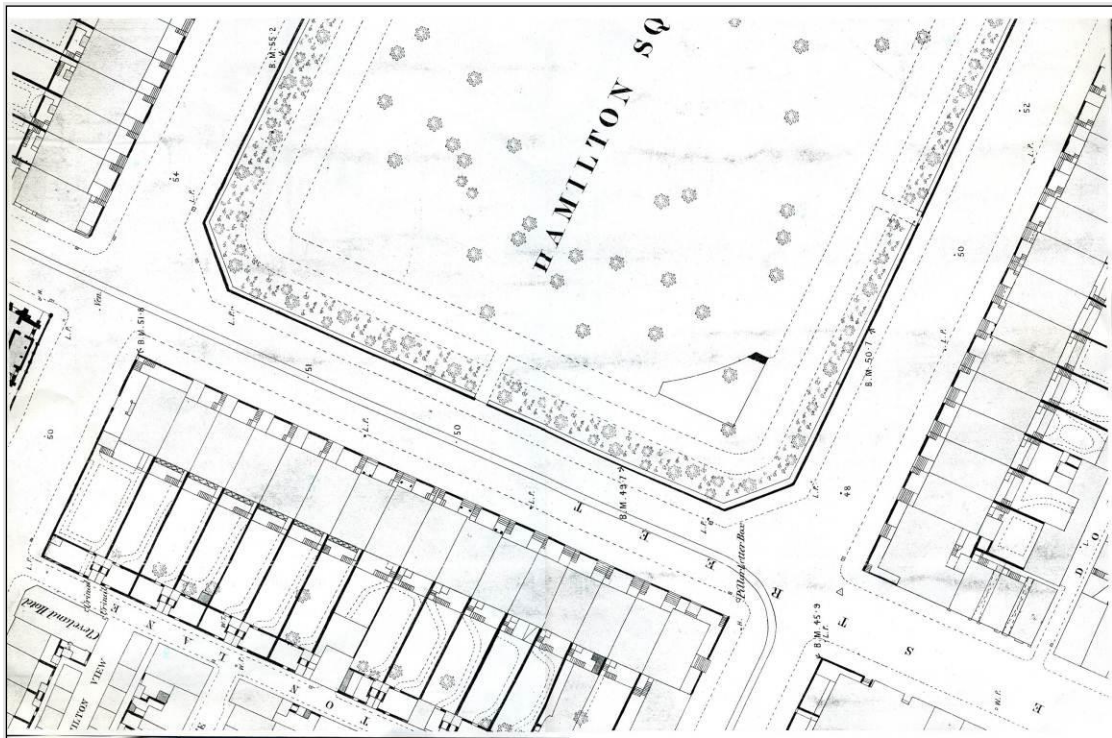
4.7 History & Heritage

The construction of Hamilton Square, described by Pevsner Architectural Guides as “very grand indeed,” commenced in 1825. William Laird of Cammell Laird shipbuilder’s renown lived at No. 63. Laird had employed the architect James Gillespie Graham to prepare plans for the town. The style is reminiscent of the Moray estate in Edinburgh, designed by Graham in 1822, including cast-iron balconies of the same pattern.

Fig 1



Hamilton Square 1837



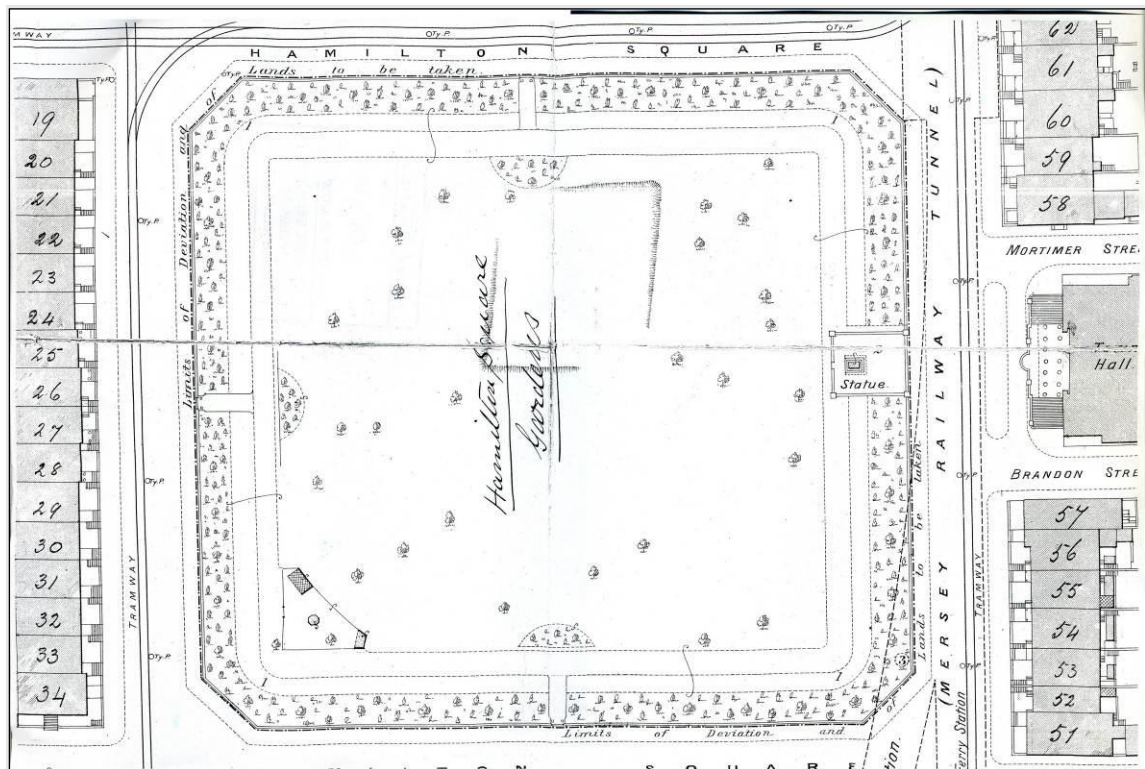
Hamilton Square 1837

Birkenhead Town Hall (adjacent to the gardens) was built as late as 1883-7 to a competition winning design by C.O. Ellison & Son. The design was chosen from 138 entries. The building was damaged by fire in 1901 and restored by Henry Hartley. In February 1887, a crowd of 5,000 people watched the opening ceremony. Built from Storeton stone and Scottish granite, it cost £43,000. The clock tower rises to 200 feet. The renovations cost £15,000. The gardens were purchased in 1903.

Edmund Kirby built the unusual Queen Victoria Monument in the middle of the square's gardens in 1905. A Gothic spire – a sort of Eleanor Cross – with two tiers of arches on freestanding granite shafts, Edmund Kirby did not charge for his design. The 75 feet high octagonal memorial stands above Newby granite steps. The motto 'She brought her people lasting good' shows the affection that the nation had for Victoria.

On the west side of the square is a statue of John Laird, 1877, by A. Bruce Joy. On the east side, the restrainedly classical war memorial, 1925, is by Lionel B. Budden, with sculpture by H. Tyson Smith.

Fig 2 Hamilton Square 1901



The entire square's buildings including the railings to the front of the terraces was Listed at grade I in 1950. The memorial, monument and statue were listed Grade II in 1974.

Fig 3 Aerial photograph Hamilton Square



The Hamilton Quarter scheme, which saw 80 million pounds invested between 1995-2002 was a regeneration programme focused on the regeneration of the historic heart of Birkenhead. Its brief was to oversee the rebirth of Hamilton Square and the area around it, to create a “unique and vibrant place” where people would want to live and spend their leisure time.

The scheme was co-ordinated by the Hamilton Quarter Partnership Board, made up of equal representation from the public, private and community/voluntary sectors. The Partnership secured £15 million from the Government’s Single Regeneration Budget Challenge Fund, which has been used as a catalyst to draw down a further £64 million of additional investment over its seven-year lifespan.

4.8 Resources:

- General Parks Manager (based at North lodge, Birkenhead Park)
- Team Leader (based at Victoria Park)
- Mobile team of two Parks, Allotments, and countryside staff (based at Victoria Park), looking after all parks in the area
- A range of horticultural machinery and tools
- Annual Parks revenue budget
- The area grounds maintenance depot - located at Victoria Park.
- In-house arboriculture team
- Appointed arboricultural contractors and surveying

4.9 Analysis of Strengths, Weaknesses, Opportunities and Threats (SWOT)

Strengths	Weaknesses
<ul style="list-style-type: none">• Location at the focal point of Birkenhead.• Designation as a Conservation Area.• Designation of square as a Grade I historic importance.• Good transport links.• New management structure allowing resources to be targeted.• Presence of historic memorials	<ul style="list-style-type: none">• Over mature shrub beds.• Potential financial constraints• Anti-social behaviour.
Opportunities	Threats
<ul style="list-style-type: none">• Excellent partnership working opportunities with local businesses and other agencies working in area.• Potential Income generation from events.	<ul style="list-style-type: none">• Potential financial constraints.• Anti-social behaviour.

5 Green Flag Analysis and Assessment

The aim is for the Gardens to achieve the standards as defined by the Green Flag Award Scheme. Since 2016 Hamilton Square has achieved Green Flag status.

This plan will provide clear aims and objectives to be achieved over the next five years.

The current status of the Gardens has been assessed following the criteria as defined by the Keep Britain Tidy Green Flag Award scheme:

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

5.1 A welcoming park

Hamilton Square Gardens is considered to be a 'jewel' in the Birkenhead's crown and as the Town's most significant public space (notwithstanding Birkenhead Park) on all four sides it is surrounded by the most grade 1 listed buildings outside of London.

The gardens have four entrance points with the entire eastern boundary unenclosed providing unrestricted access.

Fig 4 SE Entrance



Fig 5 Eastern Boundary

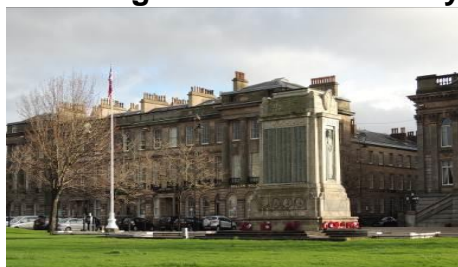


Fig 6 Lamp column detail



Distinctive feature lamp columns with decorative insets are situated along the footpath routes within the gardens. These were installed as part of the 1995-2002 Hamilton Quarter Regeneration

5.2 Healthy, Safe and Secure

The Gardens are covered under the Fouling of Land Act 1996; this act makes it an offence not to clean up in a public area if a dog under your control does foul. Powers to enforce £50 fixed penalty notices on offenders were extended to include Wirral's Community Patrol Officers in August 2007.

The Gardens are designated a 'canine faeces removal area, signs are in place at entrance points indicating the park is a 'clean it up' area.

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 the Area Parks Manager.

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

Central Birkenhead including Hamilton Square has been designated an Alcohol-Free Zone.

Sight-line visibility

Good and open visibility is provided through the site. The heights of shrubs, such as Hollies and Privet, which are located within the borders at the four entrance points, are pruned low to improve visibility

Fig 7 The site at night



The intersecting footpaths have overhead lighting columns. Illumination is also provided by street lighting columns situated along the adjacent roads. In 2018, Wirral Borough council, working with the Chamber of Commerce installed lighting in all shrub beds and on monuments.

The square, by nature of its open and unprotected boundaries, cannot be secured at night.

Pathways, pedestrian routes

The four footways intersecting the gardens converge on the central monument and are part of the adopted highway with responsibility residing with the Highways Management Division.

The surface condition of the footpath is relatively sound albeit some fissuring has occurred, and isolated repair has resulted in ugly patching.

Boundaries

The gardens are enclosed with a 500mm high steel bow-top fencing around three sides of the site and positioned either side of the two intersecting footpath routes.

The Square is overlooked by four storey residential and office accommodation on three sides.

Good views are provided into the gardens

5.3 Well maintained and clean

The Area Parks Manager and the team Leader are responsible for the management and maintenance of the site. The site is in the Birkenhead District operational area

There are no site-based members of staff; however, a mobile team carry out operations within the Gardens based in Victoria Park.

Tractor-mounted equipment is used for the volume grass cutting. Machinery in our 'in-house' workshops are regularly maintained and inspected

Horticultural maintenance is carried out in accordance with a frequency-based work programme allied to a specification (see appendix 4).

A detailed condition survey of the tree stock within the Gardens was carried out during 2018. The survey was conducted by an independent approved arboricultural surveying contractor Any safety recommendations identified were then actioned by appointed arboricultural contractors to Wirral Council.

Also, in 2018 a parks and countryside tree policy has been produced (See Appendix 5).

The gardens are designated a 'canine faeces removal area;' signs at entrance are planned to be replaced.

For further information regarding dog fouling, visit:

<https://www.wirral.gov.uk/environmental-problems/street-care-and-cleaning/dog-fouling>

An annual Parks Safety inspection is carried out every January (See appendix 5). 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

Fig 8 Refurbished bench



The seating stock within the gardens underwent a programme of refurbishment in 2020 and we aim to add to our current stock.

Fig 9 New litter & Recycle bins



New Closed top bins were installed in 2018 and additional recycling bins.

Fig 10 Mature Shrub Beds



The borders of shrub planting situated at the entrance points are over mature. These beds are planned to be reinforced and improved with new shrub planting. The species include *Ilex*, *Philadelphus*, *Lonicera*, *Lilac*, *Erica arborea*, *Forsythia*, *Aucuba*, *Escallonia*, *Prunus Laurocerasus*, *Euonymus*, *Pyracantha*, *Rhododendron*, *Ribes* and *Hebes*. Some fine examples of specimen trees are planted in these borders such as a top-grafted Weeping Silver Lime (*Tilia petiolaris*) at the southeast entrance see photo below.

Fig 11 SE entrance with Weeping Silver Lime



Fig 12 Top grafted Lime



The site also has a mature tree stock characterised by London Planes and Evergreen (Holm) Oaks.

5.4 Environmental Management

Wirral parks and countryside team put sustainability at the heart of decision making and service delivery. Our key commitments are:

- Improve our sustainable performance
- Comply with environmental legislation
- Purchase sustainably
- Use natural resources sustainably
- Travel sustainably
- Minimise waste
- Manage land sustainability
- Raise Awareness
- Work in partnership

These key commitments are adhered to in all of Wirral Council's parks, including Brotherton Park and Dibbinsdale LNR.

For full details of the sustainability aims see Appendix o.

Chemical use

Herbicide usage is restricted to non-residual herbicide for the control of weed growth only when deemed necessary. Applications are only used to remove Japanese knotweed.

Chemical storage and usage comply with requirements as defined in the current herbicide handling legislation. Control of Substances Hazardous to Health (COSHH) assessment records of all chemicals are retained at Warren Farm Depot.

Waste Minimisation

Waste handling within the Parks and Countryside Service is collected and deposited in designated skips and removed by Biffa.

Any waste timber or metals recovered are also separated for reuse/recycling at the Warren Farm depot.

Peat is not used in any capacity at the site.

Energy Usage

Water and energy consumption are monitored to minimise wastage and achieve economies in usage.

All-Terrain Vehicles, mowing equipment and power tools are regularly checked for emission levels and comply with the appropriate legislation.

Invasive Species Management

There is a continued programme of management for the control of Himalayan balsam. Work is carried out yearly using contractors funded by stewardship payments and regular volunteers. This programme consists of cutting, strimming, pulling and in some areas flailing and does not use chemicals.

A small areas of Japanese Knotweed has been identified in the reserve. They are treated by stem injection of herbicide by a fully qualified parks staff member

with a NPTC PA61NJ licence, meaning that only the Knotweed is affected and doesn't affect surrounding plant life.

For the Wirral Councils policy on dealing with Japanese Knotweed see here:

<https://www.wirral.gov.uk/environmental-problems/street-care-and-cleaning/grass-cutting-and-ground-maintenance/wirral-council>

Climate Change Adaption

Wirral Borough Council has a climate change adaption strategy, which has two main goals:

- to substantially cut climate pollution associated with Wirral
- to adapt Wirral to unavoidable climate change

The strategy and yearly progress reports are available here:

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

Water and energy consumption at the park is monitored and where necessary modification is made to minimise wastage, thereby achieving economies in usage in line with the Council's Environmental Policy and Carbon Reduction Programme.

Public transport is promoted in all site leaflets and on the Council's website.

There are numerous examples of good practice for sustainability on the site.

No peat is used at the park.

5.5 Biodiversity, Landscape and Heritage

Hamilton Square Conservation Area is a distinct urban area in Birkenhead, Wirral. It is located to the northeast of the town centre with 63 Listed buildings.

A Conservation Area is defined in section 69 of the Planning (Listed Building and Conservation Area) Act 1990 as 'an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance'. For more information see: [Hamilton Square conservation area | www.wirral.gov.uk](https://www.wirral.gov.uk)

The Conservation Area is centred on Hamilton Square and its surrounding streets and also includes an area leading northeast towards Woodside Ferry Terminal, which lies on the Mersey waterfront. The Ferry Terminal and its approach are outside of the Conservation Area boundary.

Wirral Council's Unitary Development Plan has the following reasoned justification: -

“11.7 Hamilton Square Conservation Area was designated in July 1977 and extended in June 1994. It contains the largest, Grade 1 Listed, Victorian square outside London and has major significance for the historical development of Wirral. It represents one of the first residential areas for businesspeople and the professional classes to be built in the newly formed town of Birkenhead, following the introduction of steam ferries across the River Mersey.

11.8 The area still forms the primary focus for the commercial office centre of Birkenhead and is also a focus for urban tourism together with other nearby attractions allied to the Birkenhead Heritage Trail. However, the future prosperity of the area relies upon the continued promotion of a strongly proactive, mixed land-use strategy. This strategy has been confirmed by the allocation of Single Regeneration Budget resources for the period 1995 to 2002 to the Hamilton Quarter.

11.19 The principal character of the Area derives from the grand scale of the architecture, the sense of enclosure and the general uniformity of design and elevational treatment throughout the central square. The objective of Policy CH5 is, therefore, to preserve these elements in the design and appearance of the Square and to retain the open aspect and formal arrangement of the central garden area.

11.20 The boundary of the Conservation Area includes period property along Argyle Street, Hamilton Street and Market Street, which provide an important and complimentary “visual envelope” to the main Square. However, this boundary does not include all the buildings or land, which have potential to detract from its wider visual setting. Policy CH5, therefore, requires all new development located outside but visible from the central Square to be of a scale and design appropriate to maintaining the Area’s historic character”

The following monuments constitute the garden’s three main heritage features:

Fig13- John Laird Statue



Fig 14- Victoria Monument



Fig 15 War Memorial



The monument, statue and war memorial are the responsibility of the Asset Management Division part of transformation and resources.

- The Queen Victoria Monument (1905) is Grade: 2 Listed
- The statue of John Laird (1877) is Grade: 2 Listed
- The War Memorial (1925) is Grade: 2 Listed

The Georgian terraces on all four sides of the Square are Grade: 1 Listed, the Wirral Museum (former Town Hall) is Grade: 2 Listed.

The gardens contain several specimen trees and commemorative plantings.

Enquiries with Wirral Council's Archives office and Birkenhead Central Reference Library have failed to locate any original landscape or architectural drawing details for the Square, these would be important in informing any proposal to redesign and restore the original planting layout within the Gardens. Location plans dated 1837 and 1901 (see pages 6, 7, 8) respectively show an entirely different lay-out of the site than exists today with borders extending around the entire perimeter of the site and no intersecting paths.

Hamilton Square Gardens is formal and dominated by grass, with deciduous trees on the site

In 2020 a review by the Biodiversity Officer alongside parks grounds maintenance staff will take place to look at implementing larger no-cut areas to promote wildflower growth, helping to support invertebrate, mammals, and bird species.

5.6 Community Involvement

Stakeholders, partners, volunteers, and friends are an integral part of the way the Council will take forward the Parks and Countryside Service.

B.I.D (Birkenhead Improvement District) has since 2016 took an active interest in the gardens and have organised many events.

Further links could be developed with the community including historic societies or resident's groups neighbouring the gardens and this will be explored.

Local residents partake in regular Litter-picking days throughout the year

5.7 Marketing and communications

Web site

Wirral Council's Internet web site, www.wirral.gov.uk has recently been redesigned and has links to the Parks and Countryside Departments information.

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.

Wirral Globe: Local newspaper and online news. Advertises events such as River of light and cycle events

Friends of Hamilton Square conservation Area Facebook page

Notice Board

The notice board gives visitors to the 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.

Events

The gardens have been successful in holding events such as the summer festival and a Victorian Market which proved extremely popular with local people. In 2016 and 2017 Christmas lights were placed on lampposts around the square and a Christmas tree was erected on the Grounds of the town Hall. All these events have been organised by the B.I.D (Birkenhead Improvement District) with support from Wirral Borough Council.

Also, in 2017 Hamilton Square was chosen to accommodate a memorial monument for a Police officer, large crowds turned up and again the day was a great achievement for Hamilton Square

Fig 16 Police memorial monument



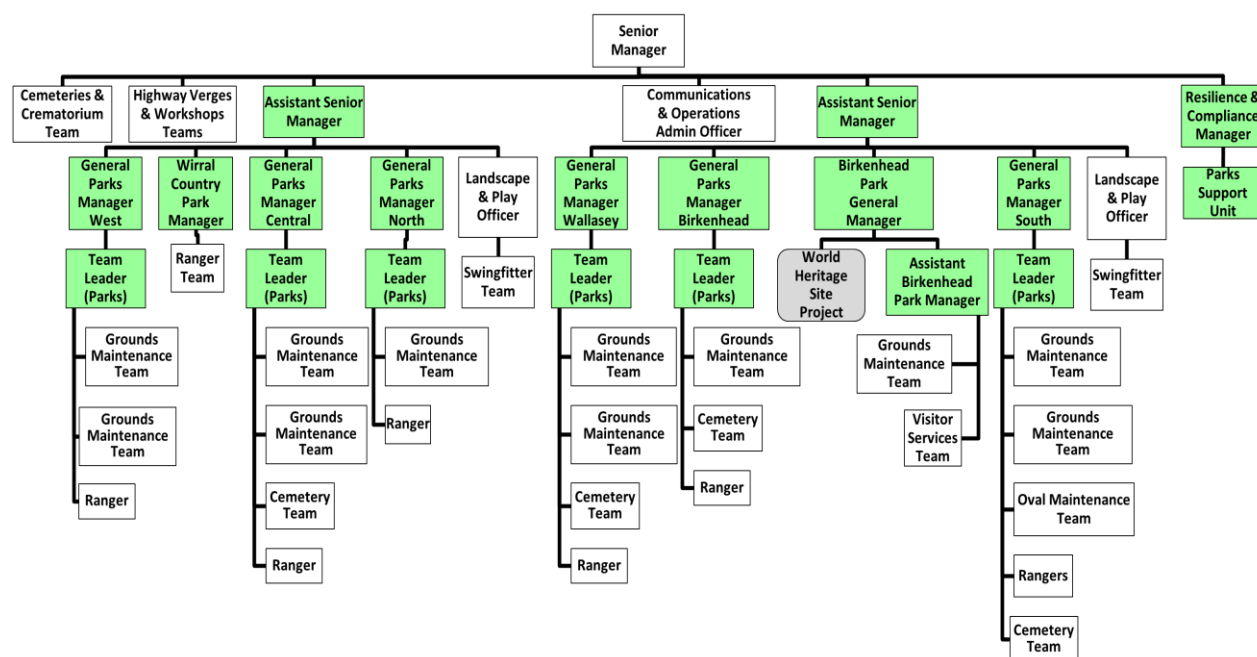
In 2019 as part of the Ovo energy tour series, Hamilton Square welcomed riders such as, St Helens Johnny McEvoy and recently crowned British cycling E Racing champion Cameron Jeffers

Also in 2019, working closely with Animated Square Hamilton Square was transformed into a spectacular light colour and sound projection. The 3dD projection show was the highlight of the festival to celebrate Wirral's year as Borough of Culture for the Liverpool City Region.

5.8 Management

The Parks and Countryside Service were restructured in 2020.

The diagram below shows the current organisational structure.



General Management of Hamilton Square Gardens is the responsibility of the General Parks Manager and Team Leader whose key role is to be responsible for the management, maintenance, development, and promotion of Hamilton Square Gardens.

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

- Asset Management for building repairs and alterations.
- Financial Services for accountancy

The districts work maintenance depot is located at Victoria Park. Enquiries regarding the management and maintenance of the park can be made to the Team Leader on telephone number 0151 645 8299.

Enquiries about the management of the park should be directed to the General Parks Manager for Birkenhead on **0151 606 2004**. Email: streetscene@wirral.gov.uk

6) Action Plan

	Action	Lead Officer	When by	Resources
1. To make the Square more welcoming				
1.1	Provide signage of an appropriate quality and design at the four entrance points, including two notice boards on the main diagonal path from Hamilton Square Station	Team Leader	2017 Completed 2017	Within existing resources
1.2	Update relevant information in the new noticeboard	General Parks Manager, Team Leader	2021-2026 Ongoing	Within existing resources
1.3	Provide improved edging to all the lawn surrounds and flower beds	General Parks Manager, Team Leader	2021 Completed 2021	Requires additional funding £3K
1.4	Provide improved historical interpretation within the site	General Parks Manager, Team Leader	2024	Requires additional funding £6k
2. To make the Gardens healthy, safe, and secure				
2.1	Review of dog fouling and dog control signage	General Parks Manager, Team Leader	2021-2026 Ongoing	Additional funding may be required
2.2	Liaise with Merseyside Police and agencies i.e., DAAT, community Safety etc. to ensure the Alcohol-Free Zone status is enforced and that undesirable behaviour is removed from the site	General Parks Manager, Team Leader	2021-2026	Within existing resources
2.3	Monitor levels of anti-social behaviour occurring in the park reporting all incidents to Police	General Parks Manager, Team Leader	Ongoing	Within existing resources

2.4	Undertake annual 'Site Safety Inspection'	General Parks Manager, Team Leader	Annually every January/February	Within existing resources
2.5	Ensure a rapid response to all incidents of vandalism and graffiti	General Parks Manager, Team Leader	Ongoing	Within existing resources
2.6	Arboricultural work, boundary shrub maintenance and pruning to improve vision lines and encroachment to external areas	Team Leader/ District Supervisor	Annually as part of the team's winter works programme	Within existing resources
2.7	Remove Tree Stumps	Team Leader/ District Supervisor	Annually as part of the team's winter works programme	Within existing resources
2.8	Undertake detailed tree safety survey by appointed arboricultural contractor	Tree Risk Team	2025	Within existing resources
3. To improve the maintenance standard of the Square				
3.1	Achieve the standard of grounds maintenance care required for entry to the Green Flag Award		Ongoing	Within existing resources
3.2	Rolling program of maintenance to the litter bins within Hamilton Square	Team Leader/District supervisor	Ongoing	Within existing resources
3.3	Produce a tree replacement program	Team Leader & tree landscape officer	2024	Additional funding may be required
3.4	Liaise with Highway Management Division re cleaning of the Asphalt footpath surfacing including chewing gum	General Parks Manager, Team Leader	Ongoing	Within existing resources
3.5	Liaise with Highway management Division re the	General Parks Manager, Team Leader	Completed. New bins installed in 2018 and benches refurbished in 2020.	Within existing resources

	provision of new furniture, seating, and litter bins to better reflect the heritage value of the Square			
4 Environmental Management				
4.1	Chemical usage review and compliance and weed control management	General parks manager/Team Leader	Since 2020 Hamilton Square has been chemical free.	N/a
4.2	Liaise with Corporate Services to rebuild the sandstone retaining wall surrounding the Victoria monument	Team Leader	2025	Requires additional funding £5K
4.3	Arrange repair of the Copper lightening conductor to the monument	Team Leader	Completed 2018	Within existing resources
4.4	Locate original planting design details for the refurbishment of the square's borders	Team Leader	2022-2024	Requires additional funding
4.5	Clean all memorial monuments.	Team Leader/District supervisor	Ongoing, regular cleaning is undertaken by the parks team.	Within existing resources
4.6	Continue to source non-peat-based compost for bedding plants and other plantings within the park	Team Leader/Landscape officer	Ongoing	N/A
5. To preserve and enhance the conservation and heritage and bio-diversity value of the Square				
5.1	Liaise with local interest groups and the Friends of Hamilton Square.	Team Leader	Ongoing	Within existing resources
5.2	Removal of 50% of the summer/winter bedding and replace with more biodiversity plants.	Team Leader/District supervisor	2023	Within existing resources COMPLETED
6. Community Involvement				
6.1	Work with local stake holders including businesses to develop activities	Team Leader	Ongoing	Within existing resources

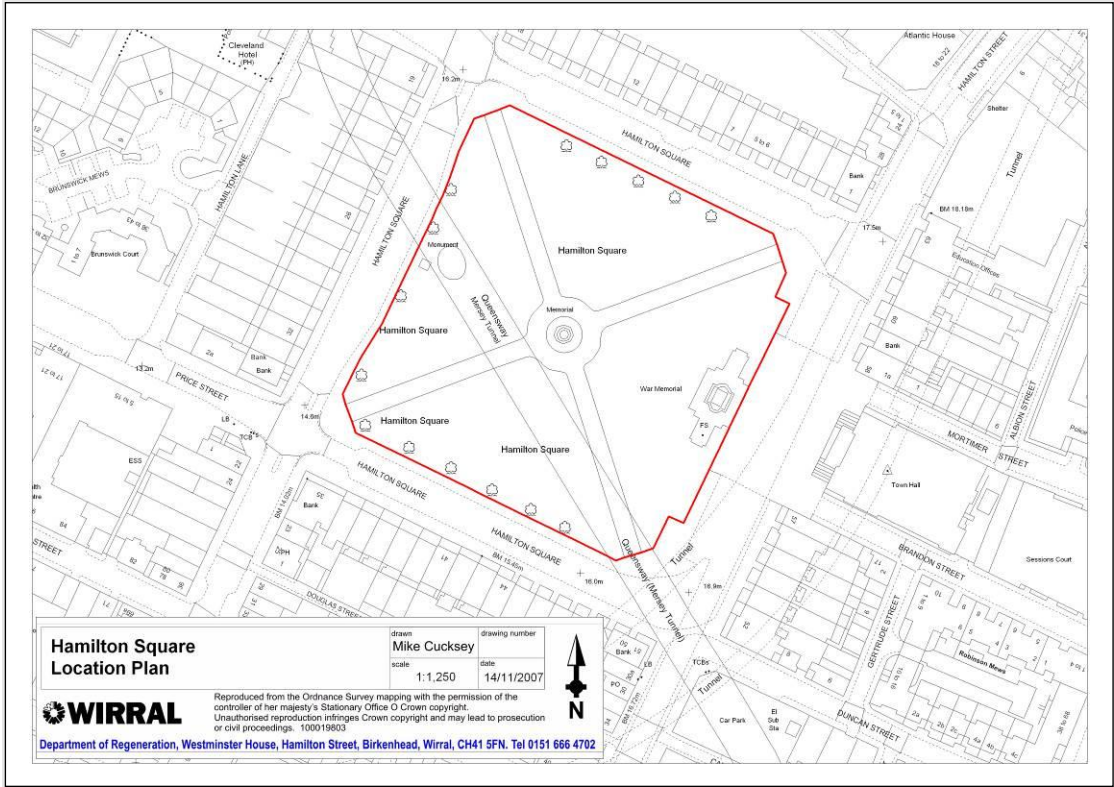
	and fundraising events including a Victorian fair			
6.2	Develop new and existing community involvement having seen a drop due to covid-19	General parks manager/Team leader	2024	Within existing resources
7. Marketing and Communication				
7.1	Continue to improve the Wirral Council internet website to provide more information on the Square and Gardens	General parks manager/Team Leader	Ongoing	Within existing resources
7.2	Develop marketing opportunities with Wirral Council's Tourism and Marketing Section	General parks manager/Team Leader	2025	Additional funding may be required
8. Management				
8.1	Maintenance and management review and green flag submission	General parks manager/Team leader	January 2024	N/a
8.2	Operational review including, staffing levels, maintenance regime, emission levels etc.	General parks manager/Team leader/District supervisor	Ongoing	N/a

7) Monitoring and Review

There is a precise and clear process for monitoring both maintenance and development.

- (i) The Area Parks Manager for Birkenhead will incorporate progress on Management Plan actions into the monthly management team meetings.
- (ii) The Grounds Maintenance Supervisor will report back on progress or shortfalls to the Local Area Team Leader after each visit.
- (iii) The Local Area Team Leader will carry out random inspections of the site between programmed monitoring visits.
- (iv) The General Parks Manager will undertake a yearly site inspection with the Team Leader and Grounds Maintenance Supervisor and Friends representatives to oversee the delivery of the Management Plan. The target dates in the five-year action plan will enable people to see how the partnership is making progress and when that action has been achieved.

Appendix 1 Site Plan

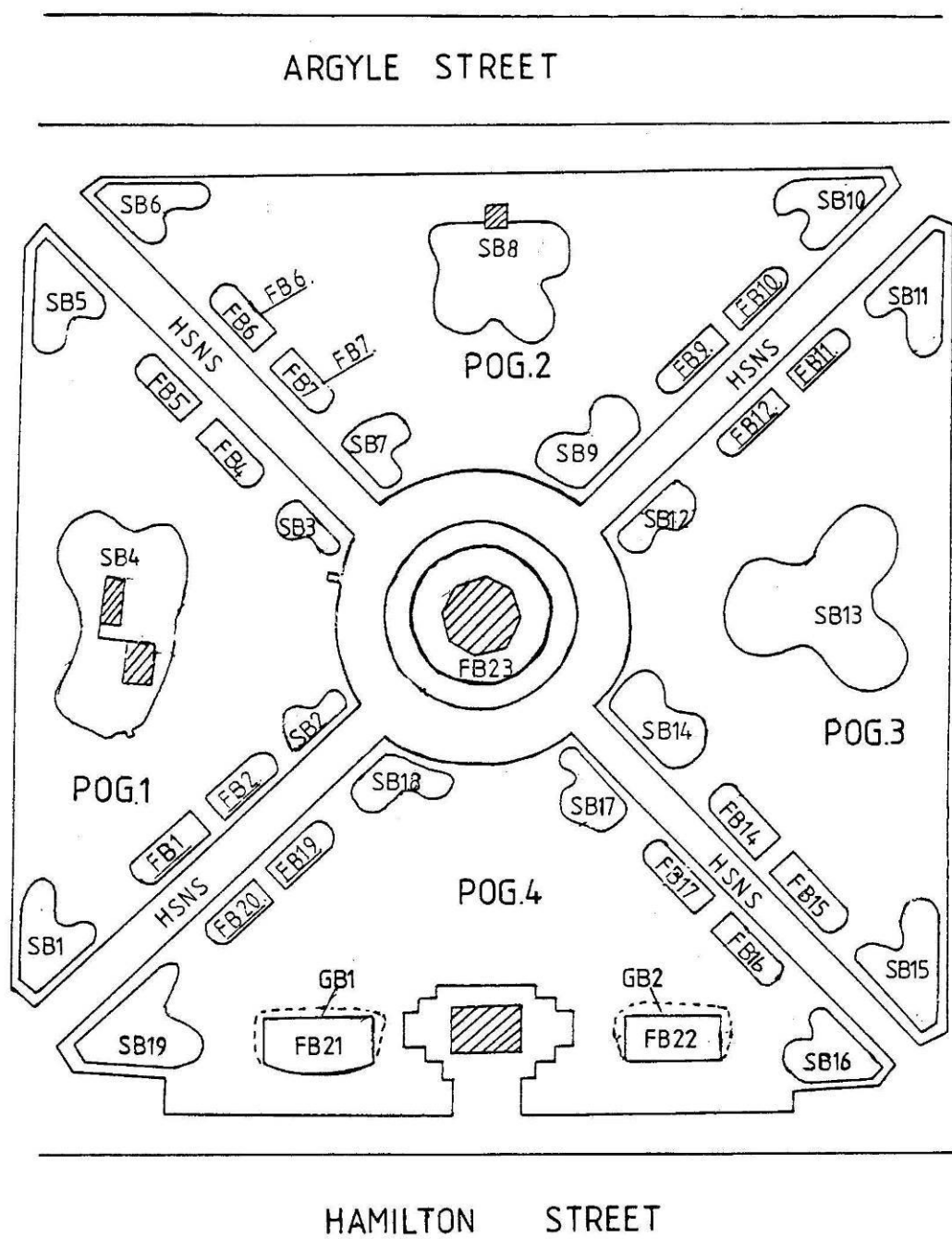


Appendix 2 Aerial Photograph



Appendix 3 Schematic plans and site quantities

HAMILTON SQUARE GARDENS



HAMILTON SQUARE GARDENS

<u>AREA</u>	<u>SQ.YDS</u>	<u>EDGING LIN.YDS</u>
G.1 5 MT.	2,730	14 (C)
G.1 gully		265
G.2 3 MT.	2,711	12 (C)
G.2 gully		283
G.3 5 MT.	2,549	8 (C)
G.3 gully		267
G.4	3,077	14 (C)
G.4 gully		357
GB.1	28	Inc. on FB.21
GB.2	36	Inc. on FB.22
■SB.1 3 MT. 4 Holly	142	50
■SB.2 5 MT.	90	38
■SB.3 3 MT.	90	35
■SB.4 4 MT. 7 Holly	232	70
■SB.5 1 MT. 2 Holly	122	51
■SB.6 1 MT.	115	50
■SB.7 2 MT.	80	37
■SB.8 2 MT.	305	64
■SB.9 5 MT.	84	37
■SB.10 3 MT. 4 Holly	128	47
■SB.11 2 MT. 2 Holly	113	44
■SB.12 4 MT.	65	36
■SB.13 1 MT. 3 YT.	262	69
■SB.14 2 MT.	74	38
■SB.15 1 MT. 4 Holly	140	50
■SB.16 3 MT. 5 Holly	78	38
■SB.17 3 MT.	65	36
■SB.18 6 MT. 2 YT.	68	38
■SB.19 1 MT. 7 Holly	100	43
FB.1	47	34
FB.2	46	33
FB.4	47	34
FB.5	49	34
FB.6	44	34
FB.7	44	34
FB.9	45	34
FB.10	45	34

HAMILTON SQUARE GARDENS - Continued

<u>AREA</u>	<u>SQ.YDS</u>	<u>EDGING LIN.YDS</u>
FB.11	45	34
FB.12	43	33
FB.14	42	32
FB.15	43	33
FB.16	42	32
FB.17	42	33
FB.19	43	33
FB.20	43	33
FB.21	44	30
FB.22	39	30
FB.23	94	
RK.1 (Stonewall)	41	
Tree bases on G.1 (total of 5)	12	30
Tree bases on G.2 (total of 3)	7	18
Tree bases on G.3 (total of 5)	12	30
Con. 1	27	
Con. 2	3	
Soil strip	41	Inc. on G.1

ITEM	QUANTITY	TYPE
Premium Ornamental Grass	9297m ²	
Ornamental Grass		
General Grass	54m ²	
Rough Grass		
Wildflower Grass area		
Playing Field		
Soccer Pitch		
Mini Soccer Pitch		
5 Aside Pitch		
Rugby Pitch		
Summer Sports		
Bowling Green		
Putting Green		
Tennis Court		
Cricket Square		
Cricket Artificial Wicket		
Cricket Outfield		
Cricket Nets		
Hedge two side and top		
Hedge one side and top		
Hedge one side only		
Annual Bedding	446m ²	
Perpetuity Grave Bedding		
Herbaceous Border		
Rose Bed		
Shrub Bed	1967m ²	
Hard Surface	1500m ²	
Bitumen Macadam Sports		
Water Bound Hard Porous Sports		
Play Area		
Muga/Goal Ends/Kickabout area		
Skateboard Park		
Ditches and Water Courses		
Lakes and Ponds		
Golf Green		
Golf Green Surrounds		
Golf Bunkers		
Golf Fairways		
Golf Roughs		
Golf Tees		
Golf Automatic Irrigation		
Pitch and Putt Greens		
Pitch and Putt Green Surrounds		
Pitch and Putt Grass Banks		
Pitch and Putt Fairways		
Pitch and Putt Tees		
Building		
Tree Stock	Yes	
Woodland		
Natural area		

Appendix 4 Hamilton Square Service requirements

Cleansing: litter, rubbish & leaf collection

Collect and remove litter and refuse from all 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

- 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 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 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 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 because 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 not 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, cutbacks, 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 arising's, no matter where they fall, shall be removed for recycling, or reuse immediately on completion of the operation.

All cuttings, clippings, or other mowing arising's 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.

Arising's 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 arising's 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 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 arising's shall be boxed off and recycled or reused. For ornamental areas there is no requirement for boxing off arising's.

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 always kept clean, and in good order using 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 always clean and in good order using 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.

Planting areas general – replacement, renewal, and new planting

Where requested by the Service Manager proposals for replacement, renewal and new planting of shrubs, roses and hedging shall be submitted.

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 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 – arboriculture 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. For more significant incidents of vandalism or third-party damage make safe immediately.

Appendix 5: Parks & Countryside Tree Policy

Parks & Countryside Tree Policy

When considering tree work, whether by inspection or complaint, a number of issues are taken into account. The primary driver for work undertaken on trees will always be health and safety. While the Council would always want to be a good neighbour in terms of managing our tree stock, we do not automatically prune to reduce height, for light, satellite reception or to control leaf fall etc.


- All persons employed to undertake tree work shall be suitably trained and qualified and in possession of the appropriate certification.
- All tree work shall be undertaken in accordance with British Standard 3998:2010.
- Have a duty of care to ensure that users of parks, green spaces, cemeteries, churchyards and golf courses, and all adjacent land, are not at unreasonable risk from possible failure of trees.
- As part of site health and safety inspections, we 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 identified hazard risk identification, through an agreed programme of work. This may be supplemented by requests/complaints received from members of the public and others.
- Undertake requests for commemorative and other funded tree planting within cemeteries, parks, and green spaces to support the renewal of the tree stock, where these requests align with the design of specific parks and green spaces.
- The appropriate Council Officer for each parks and countryside site (usually the Parks, Allotments and Countryside Team Leader for the location) is responsible for making all necessary checks to determine if there are any laws and regulations including tree preservation orders, which would affect any work proposed, and to ensure that all permissions and licences are gained prior to proceeding with work.
- Before undertaking work, 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 arrangement to make good any damage to the entire satisfaction of the service manager.

- Any work should include, where appropriate, the removal of stumps and subsequent surface reinstatement.
- Stumps intended for permanent retention to be cut at a specified height and left.
- On completion of all work, the work area will be thoroughly cleaned and left in a condition appropriate for its intended use.
- All timber and brushwood resulting from tree work is to be disposed of. The only exception to this shall be 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 and bridleways.
- There is an emergency call out service which provides 24 hours per day, 365 days per year emergency and out of hours call out response service for trees or limbs which have collapsed or are in a dangerous condition. Incidences of this nature are often associated with high winds, collision damage, root severance and acts of vandalism.

Appendix 6 Annual Parks Site Safety Inspection checklist





Parks and Open Spaces Annual H&S Inspection

SITE	Hamilton Square Gardens.	
Date of inspection:	11/2/22	Signed:
Inspector (1):	Ben Calcott	B. CA
Inspector (2):		
Items referred to (Asset Department) / (External Contractor) for repairs:		
<p>General comments/observations/recommendations:</p>		
<p>Items for Managers attention:</p>		
Manager name:	New Gornett	Signed: 
Date checked:	18.03.22	
Manager's comments:		

ENVIRONMENT	✓	✗	N/A	FURTHER ACTION
Is the tree canopy above footpaths and play areas visibly free of dead, dying, diseased or loose branches?	✓			
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?	✓			
Are all invasive or poisonous plant species identified with the team and either cordoned off, due to be removed or on a treatment plan?	✓			
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	✓	✗	N/A	FURTHER ACTION
Are footpaths in a safe condition and free of trip hazards?	✓			
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?			✓	
Are fencing and gates safe with no gaps, sharp edges, or protruding fixings?	✓			
Are culvert grills safe, clear, adequately fixed, and free-flowing?			✓	
STREET FURNITURE	✓	✗	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/Telegraph poles structurally sound (free of cracks/splits), free of damage and access hatch securely fastened?	✓			
Are the feeder pillars free of paint damage, structurally sound (free of cracks/splits), and door secure and locked?	✓			
Are CCTV camera poles structurally sound (free of cracks/splits), free from damage? Are the cameras/LED units damaged at all?			✓	
SITE SIGNAGE	✓	✗	N/A	FURTHER ACTION
Are water safety warnings visible and free of surrounding vegetation?			✓	
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 eligible 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 eligible and free of graffiti?	✓			Graffiti and Stickers need removing. Will action with district supervisor
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?			✓	
Vehicle restrictions - are they in the correct place and are clear to read?	✓			
Service yard site safety signages - are they in the correct place and are clear to read?			✓	
MONUMENTS AND SCULPTURES	✓	✗	N/A	FURTHER ACTION
Monuments, bandstands, flagpoles, and sculptures appear structurally sound? Are they free from damage/graffiti?	✓			
Do walls appear structural sound: free from bowing, large mortar cracks, loose/missing bricks, or copings.	✓			
SPORTS AND PLAY FACILITIES	✓	✗	N/A	FURTHER ACTION
Are tennis court surfaces, signage, nets, fencing, gates and surrounds safe and in visibly good condition?			✓	
Are MUGA surfaces, signage, fencing, gates and surrounds, goalmouths, and basketball hoops safe and in visibly good condition?			✓	
Are Outdoor Gym surfaces, signage, and equipment safe and in visibly good condition?			✓	
Play Area landscape features: Shelters, fencing, trees and vegetation safe and in visibly good condition?			✓	
Are games greens fencing, surrounds, gates, and surfaces safe and free from damage or deterioration? Has the irrigation system been tested recently and serviced?			✓	
EXTERNALS OF BUILDINGS	✓	✗	N/A	FURTHER ACTION
Are building roofs visibly in good condition with no missing tiles or lead?			✓	
Are building walls visibly in good condition? (Timber cladding, brick, plaster)			✓	
Are gutters, downpipes and surface water drains visibly clear?			✓	
Are manholes sitting flush and secure to the frame? Is drainage from buildings free from issues?			✓	

Appendix 7 Green flag Assessment (2023)

		<h3>Site Quality Evaluation (Mystery Shop)</h3>				
Name of Site		Hamilton Square		Managing organisation	Wirral Borough Council	
Weather Conditions		Cool cloudy day				
Date of assessment		Wednesday 30 August		Time (from – to)	10.30am – 11.30am	
Overall Result		<p>Green – Meets the standard with no concerns raised</p> <p>Amber – Meets the standard but with some minor areas of concern</p> <p>Red – Does not meet the requirement with major issues identified</p>				
Result: (✓)		<p>Is the site of Green Flag Award Standard?</p> <p> Green  Amber  Red  </p>				
Grading			Strengths and Recommendations			
<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 here for further information on the criteria.</p>			
A Welcoming Place						
1. Is the site welcoming?		NG	G	A	R	A number of entrance points with signage.
			✓			
2. Is the site easy to find?		NG	G	A	R	
			✓			
3. Is signage in good condition?		NG	G	A	R	Some notices had slipped in the display unit. <i>Noted, noticed boards are normally inspected weekly, this issue has already been rectified.</i>
			✓			
4. Is the site accessible to all users?		NG	G	A		Yes very good level, wide hardstanding access across the site
			✓			

Healthy, Safe and Secure					
5. Are facilities on site in good and safe condition?	NG	G	A	R	
		✓			
6. Did you feel safe during the visit?	NG	G	A	R	
		✓			
7. Are dogs being controlled and the site free of dog fouling?	NG	G	A	R	No dog fouling noted at time of visit.
		✓			

Well Maintained and Clean					
8. Is litter, waste and recycling managed?	NG	G	A	R	Bins had been emptied at time of visit but did note some litter at one of the entrance points on the shrub-bed. <i>Noted ! local resident/friends do assist with the litter picking as well as the visiting maintenance team.</i>
		✓			
9. Is there a good standard of horticulture maintenance?	NG	G	A	R	Generally yes, but a number of the herbaceous beds were in need of hoeing off the weeds (see photos) only 2 beds were weed free. Some self sown saplings need removing. <i>Noted ! due to staffing shortages, normal maintenance of the beds did get neglected, hopefully this will not happen.</i>
		✓			
10. Is there a good standard of arboriculture maintenance?	NG	G	A	R	
		✓			
11. Are buildings and infrastructure such as walls, paths, steps and structures in good condition?	NG	G	A	R	Statues, fencing, bins paths generally in good order. Some of the benches are in need of a repaint (see photos). <i>An audit of all the benches is normally carried out as part of the yearly Health & safety inspections. Additional resources will be required to replace some of the old benches</i>
		✓			
12. Is equipment used by the public and staff in good condition?	NG	G	A	R	Some graffiti on the path
		✓			
Environmental Management					
13. Is there evidence that the site is managed to have a positive impact on the environment?	NG	G	A	R	
	✓				
Landscape and Heritage					
	NG	G	A	R	Yes Laird Statue and Cenotaph in good condition

14. Are heritage and/or landscape features in good condition?		✓			
Community Involvement					
15. Is there evidence of community involvement and engagement?	NG	G	A	R	A poster indicated that volunteers were needed but no reference to a friend's group. I'm unclear who maintains the site and what community involvement there is? Since the disbandment of the SCIA, we have been trying to set up a Friends of group, hence why there are posters in the notice boards. However as mentioned we do have a few local residents who assist in the maintenance of the site. The site is maintained by a team of two gardeners who are employed by Wirral borough Council who visit the site weekly. Hamilton Square conservation group are another stakeholder who we collaborate with.
	✓				
16. Is user feedback positive?	NG	G	A	R	
	✓				
Marketing and Communication					
17. Is there evidence of marketing and promotion, including events? e.g. notice boards, in buildings, website & social media.	NG	G	A	R	A number of notice boards, plus the QR music trail.
		✓			
18. Is the correct year flag flying and certificate on display?	NG	G	A	R	I could not locate the Green Flag flying? By the Cenotaph there were 2 Union Jacks flying. Certificate was displayed. Noted, this will be investigated and rectified
				✓	
Overall Result (✓)	Is the site of Green Flag Award Standard? Green  Amber  Red 				
<p>Final comments: Only comment is the formal planting beds are in need of weeding. Could only see 2 had recently had any attention. Also need to programme in some maintenance for some of the benches also as paint flaking and looking a little scruffy. Thank you for our feedback, the points raised will be addressed</p> <p>Nice to see some people sitting and enjoying the quiet and walking their dogs responsibly.</p>					

Appendix 7 Project Bank

PROJECT BANK		
Project	'Ballpark' cost estimate (Inc. design and contract management fee)	Justification, policy fit and evidence of need
Redesign and replant the 8 shrub beds at the four entrance points retaining significant trees	Requires additional funding £20k (Approx. 780m ²)	All the shrub beds are now over mature and in need of rejuvenation. Some shrubs have responded well to heavy pruning, but others will need replacing.
Redesign (in accordance with the original design of the planting layout and) the island shrub bed near to the Laird statue	Requires additional funding £6.5K (Approx. 250m ²)	As above
Develop a scheme to resurface the asphalt routes with more sympathetic materials.	Requires Additional funding £75k (approx1500m ²)	To fit in with world class heritage status of the square
Outdoor seating area in location of old welfare facilities	Requires additional funding £20k	To fit in with world class heritage status of the square