

Queen Victoria Diamond Jubilee Gardens



Management & Maintenance Plan 2026- 2031

QUEEN VICTORIA DIAMOND JUBILEE GARDENS

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Foreword

The Borough of Fylde is situated on the Lancashire Coast and is a major tourism destination attracting over 3 million visitors per year. Parks and open spaces are a fundamental part of the fabric of the Fylde, providing attractions for visitors and residents.

Queen Victoria Diamond Jubilee Gardens (QVDJG) is a small urban woodland garden in the centre of St Annes. The gardens offer a green retreat and peaceful surroundings to take some time to sit, reflect and relax for local residents and visitors whilst also providing natural habitats for a variety of flora and fauna.

The Council, together with its partners, are committed to continuously improving the services and facilities offered. Essential to this aim is engaging the community to understand their needs and desires and increase their involvement.

To focus resources and agree priorities, this management plan has been developed to set out a comprehensive framework for the site for the next five years. It draws on previous studies, current issues and the priorities arising from community and Elected Member consultation.

This plan will remain a live document that evolves and changes with the gardens. To achieve this, robust mechanisms for monitoring and reviewing have been developed.

Cllr Karen Buckley
Leader of the Council



SECTION 1. INTRODUCTION

1.1 ACKNOWLEDGEMENTS

Fylde Council's Parks and Coastal Services acknowledge the essential contributions to this management plan from:

Friends of Queen Victoria's Diamond Jubilee Gardens
St Annes on the Sea in Bloom
St Annes Town Council
Human Resources
Community Safety Partnership
Risk Management and Insurance Officer

Thank you for your valuable contributions to the management plan.

1.2 THE PURPOSE OF THE MANAGEMENT PLAN

This plan seeks to ensure that the site is conserved and enhanced in its entirety due to its wildlife and environmental importance whilst balancing the needs of visitors and residents.

This management plan seeks to:

- Take a holistic approach to the future management of all aspects of the site by drawing on previous studies and considering the needs and desires of professionals, the local community and visitors.
- Put community needs at the heart of the development and management of the site.
- Benchmark and analyse management regimes and policies against best practice.
- Establish standards that are effective and accountable.
- Prioritise resources and action.
- Provide a clear framework for the future development utilising existing and securing future resources.
- Protect against undesirable developments.
- Provide a transparent form of monitoring the management of the site and successes.

1.3 RESPONSIBILITY FOR THE PLAN

Fylde Council's Parks and Coastal Services are the strategic owner of this plan, ensuring continuous, annual monitoring of encompassing aims, objectives and actions - as well as strategic communication with stakeholders. However, several corporate-wide services and external partners will be responsible for its implementation. Responsible council services, stakeholders and their specific responsibilities can be found later within the document.

1.4 SITE DETAILS

1.4.1 Location

Queen Victoria's Diamond Jubilee Gardens is situated in St. Annes. The address being:

QVDJG
The Crescent
St Anne's
Lancashire
FY8 1SN

It should be noted however that postal correspondence relating to the gardens should be directed to:

Parks and Coastal Services
The Town Hall
Lytham St. Annes
Lancashire
FY8 1LW



Fylde Area

The Borough of Fylde is within the County of Lancashire in the Northwest of England and fronts onto the Ribble Estuary and the Irish Sea. To the north is the Borough of Wyre, to the northwest is the resort town of Blackpool and Preston adjoins to the East. It has an area of approximately 62 square miles (160 square kilometres) and a population of 75,750.

The coastline is one of the dominant features of the borough and is the setting for most of its urban areas. The largest towns, Lytham and St Annes, together have a reputation as high-quality resorts with their significant visitor attractions along with their distinctive seafronts and an internationally famous championship golf course. With a total of 3.31 million tourism visits worth 360 million in 2024, the Fylde area has a strong and consistent visitor offer that includes a variety of major events. Part of this offer is the natural environment including the expansive beach, Fylde Sand Dunes, Ribble Estuary, Lytham Green and surrounding rural areas which appeal to walkers and cyclists.

Fylde boasts a rich and varied built environment including sites and buildings of historic and architectural interest. Heritage assets make a valuable contribution to economic and social wellbeing, as well as provide a focus for heritage led regeneration and tourism development. The historic development of the Borough is the result of economic, social, cultural and environmental factors which have resulted in its built heritage, including a significant variety of high-quality buildings.

Within the Borough there is a market town and Victorian and Edwardian seaside resorts with vibrant town centres, together with rural settlements some of which date back to the Middle Ages. Fylde contains attractive planned residential suburbs evoking the spirit of Victorian, Edwardian and interwar development. Historic attractions such as Lytham Hall, the Victorian Pier, St Annes Promenade, iconic Lytham Windmill and Green provide a strong identity and character for Fylde, complementing the thriving town centres which include a variety of quality independent dining and shopping opportunities. The choice and quality of accommodation stock continues to grow to meet the demands of visitors and contributes over £124 million to the local economy.

1.4.2 Queen Victoria's Diamond Jubilee Gardens in Context

QVDJG is one of only two Council owned standalone woodlands. The site plays an important role in the provision of green space and serves the local community with a space to sit, reflect and relax within a natural environment. The site also serves as an important thoroughfare, connecting residential areas, St. Annes retail zone and St. Annes Train Station.

QVDJG is one of several high-quality green spaces in St Anne's that include heritage and community parks, sports and recreation grounds, and beautiful, well used public civic space realm areas with attractive horticultural displays which are awarded annual In Bloom Awards. The area also boasts a large expanse of coastline, which has several important ecological designations including the Ribble Estuary Ramsar/ SSSI and Fylde Sand Dunes LNR/ SSSI.

1.4.3 Summary of Attractions and Facilities

In summary the garden offers the following: -

- Art murals
- Amenity woodland
- Perennial and shrub displays
- Seating and Picnic tables
- Interpretation

1.5 HISTORY AND DEVELOPMENT

The gardens form part of a network of green spaces included within the original St Annes town masterplan during the Victorian period, illustrating the town founder's vision of open, recreational areas for public benefit.

Following the formation of St Annes on Sea in 1875, shops were erected on the south side of the Cresnet and in 1897 the Town Council decided to beautify the area. It was landscaped with trees, flowers and a gently curving pathway lined with alpine rocks and seating.

A formal garden was created, most probably named “Jubilee Gardens” as the formation was in the same year as Queen Victoria’s Diamond Jubilee, and a group of local residents created a Jubilee fund to provide a “permanent and fitting” tribute to the monarch in the form of an imposing clock tower which was installed at the seaward entrance of the gardens in August 1898.

However, due to structural and environmental issues the clock was removed in October 1898. The gardens then became known as “Crescent Gardens”. They provided welcome greenery, shelter and shade in the centre of the town when the only other public gardens were on South Promenade.



The gardens were laid out with the latest invention of the Victorian era – pulhamite rock, which was manufactured by James Pulham & Son of Hertfordshire. Pulhamite was artificially formed using burrs and rough bricks which were covered with cement to imitate the colour and form of the local rock and geology of the district.

Today, the layout of the gardens remains much the same. The flagpole now stands roughly at the site of the clock tower.

The garden is under the ownership of Fylde Council and had been maintained by their ground’s maintenance teams over the years, but the gardens fell in standards and repairs and improvements were required.

In April 2017, the ‘Friends of the Crescent Gardens’ was formed to support and help improve the site. A site renovation programme was carried out to remove low branches, overgrown shrubbery and encroaching Ivy. A succession of landscape

improvements was also undertaken, including the planting of trees, shrubs, perennials and bulbs. The history of the gardens and their unique landscaping was slowly being uncovered.

In the following years the council's ranger service became the designated site managers and have worked in partnership with the friend's group to develop the gardens into what you can see today, with the introduction of art murals, a community orchard and interpretation signage.

1.6 LEGAL AND ESTATE MATTERS

Queen Victoria's Diamond Jubilee Gardens is in the ownership of Fylde Council.

Fylde Council is required to comply with a complex suite of legislation and regulation covering a diverse range of topics across the assets and services that it manages. The table below lists the relevant legislation relating to the management of parks and open spaces and must be referenced as part of any action proposed in the Delivery Plan.

Legislation or Act	Link	Description and Relevance
Town and Country Planning Act 1990	Town and Country Planning Act 1990	Statutory framework for Planning Authorities. Ensures that the right development happens in the right place at the right time, benefitting communities and the economy. It plays a critical role in identifying what development is needed and where, what areas need to be protected or enhanced and in assessing whether proposed development is suitable.
Wildlife and Countryside Act 1981	Wildlife and Countryside Act 1981	Gives protection to native species (especially those at threat), controls the release of non-native species and enhances the protection of Sites of Special Scientific Interest.
Public Right of Way Act 2000	Countryside Rights of Way Act 2000	Provides a right of open access for people to walk freely over areas of mapped open country and registered common land. It also gives greater protection to Sites of Special Scientific Interest, Areas of Outstanding Natural Beauty and wildlife.

Clean Neighbourhoods and Environment Act 2005	<u>Clean Neighbourhoods and Environment Act 2005</u>	Provides local authorities with powers to tackle poor environmental quality and anti-social behaviour. Covers various aspects of environmental protection, such as nuisance, abandoned vehicles, litter, graffiti, waste, noise and dogs.
Land Drainage Act 1991	<u>Land Drainage Act 1991</u>	Sets out the rights and responsibilities in relation to land drainage. This includes private landowners, Councils, Highway Authorities and Internal Drainage Boards. The act requires that a watercourse be maintained by its owner in such a condition that the free flow of water is not impeded.
Public Health Act 1961	<u>Public Health Act 1961</u>	Legislative framework designed to protect and promote community health and safety. It empowers authorities to manage risks, enforce standards, and respond to health emergencies.
Antisocial Behaviour, Crime and Policing Act 2014	<u>ASB, Crime and Policing Act 2014</u>	Provides powers to the police and Councils to undertake appropriate action against nuisance behaviours.
Local Government Act 1972	<u>Local Government Act 1972</u>	Defines the procedures, structures, duties and geographies of English and Welsh councils.
Building Act 1984	<u>Building Act 1984</u>	Statutory framework for the construction process, and the design and specifications for buildings and their component parts.
Building Regulations 2010	<u>The Building Regulations 2010</u>	Most building work being carried out in England must comply with the Building Regulations 2010. The Building Regulations are made under powers in the Building Act 1984. Protects the health and safety of people in and around buildings, they also provide for energy and water conservation and access to and use of buildings.
Health and Safety at Work Act 1974	<u>Health and Safety at Work Act 1974</u>	Sets out the broad duties and best practices for employers regarding the health and safety

		of the workforce. This includes a duty of care for employees, casual workers, self-employed workers, clients, visitors and public.
Management of Health and Safety at Work Regulations 1999	<u>Health and Safety at Work Regulations 1999</u>	Introduced to reinforce the Health and Safety Act 1974. Outlines what employers are required to do to manage health and safety and is applied to every work activity. The regulations place a set of duties on employers and employees to maintain a safe and healthy workplace.

1.7 CULTURAL AND EDUCATIONAL VALUE

Several corporate departments work collaboratively to promote the sites cultural and heritage value including Parks & Coastal Services, Tourism and Culture and Corporate Services.

The council's ranger service promotes community engagement and site use, within a rolling borough-wide annual events programme and curriculum-linked Outdoor School Education Programme. Activities include guided walks, children's activities and nature talks.

The site's heritage offers an interesting addition to several guided and self-led walking routes around St Annes. These include the St Annes Heritage walk ran by the ranger service and Fylde South Line Railway walking routes.

The sheltered and accessible nature of the garden gives great opportunity to work with local St Annes schools and nurseries that join the volunteers on site for bulb planting and wildflower seed sowing sessions. These sessions offer opportunity for students to learn about the importance of urban parks and gardens for wildlife and biodiversity as well as the history of St Annes.

The tourism and culture service also work with several partners and Elected Members to organise and support several cultural elements including Market days and Remembrance Sunday ceremonies.

1.8 SPORT AND LEISURE VALUE

The garden itself serves primarily as a green space for passive recreation. Its value lies with informal use including a lunch-time retreat, connecting thoroughfare for commuters, location for a gentle stroll, dog walking or social meetups, as well as social and mental well-being offering a peaceful green retreat in an otherwise urban town centre. A rest home is also situated opposite, and the site provides refuge for its residents. The community art initiatives such as the murals enhance visual appeal and local pride and integrates local creativity through public art.

1.9 DEMOGRAPHICS

An essential reference for compiling this management plan is the demographic information for the local area around St Annes and the wider community of Fylde. This information has assisted the authors in determining current and potential future community needs in conjunction with the consultation.

Below is a link to the research, which details the information for Fylde borough.

[Demographic dashboard - Lancashire County Council](#)

1.10 STRATEGIC FRAMEWORK

Fylde Council has a suite of plans, strategies and policies covering a diverse range of topics across the services that it delivers. The table below list the most relevant and live documents that relate to the management of parks and open spaces and must be referenced as part of any action proposed in the Action Plan.

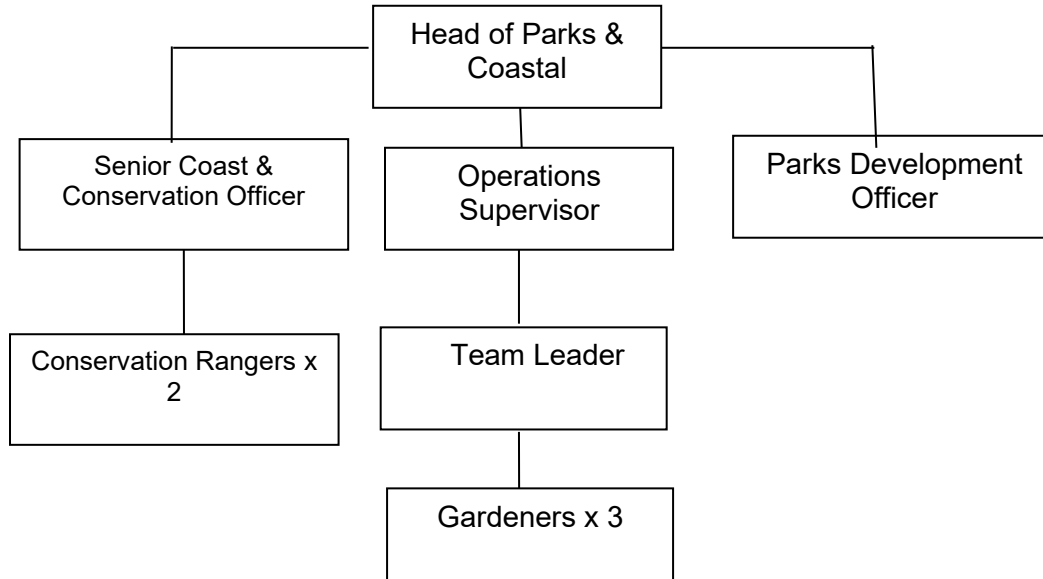
Plan, Strategy, Policy	Link	Description and Relevance
Corporate Plan	<u>Corporate Plan</u>	Blueprint document outlining Fylde Council's corporate priorities.
Local Plan	<u>Local Plan</u>	Guides decisions on future development proposals and addresses needs and opportunities within Fylde.
Built Heritage Strategy	<u>Built Heritage Strategy for Fylde</u>	Identifies and sets long term management actions for Fylde's key heritage assets.
Risk Management Strategy	<u>Risk Management Strategy</u>	Details how Fylde Council will deal with risk both pre-emptively and as incidents occur.
Business Continuity Plan	<u>Business Continuity Plan</u>	Aims to minimise the effects of incidents which may affect the provision of council services and to restore the highest possible levels of service in the shortest possible time.
Park Management Plans	<u>Park Management Plans</u>	Describes the management priorities and actions for the appropriate protection

		and management of Fylde's parks.
Events Policy	Events Policy	Provides a framework for the programming and operation of commercial and community events.
St Annes on the Sea Neighbourhood Development Plan	St Annes Town Centre and the Island Masterplan	Identifies specific areas of investment to boost economic, social and infrastructure value.

1.11 SERVICE STRUCTURE AND RESPONSIBILITIES

The council's parks & coastal service is responsible for holistically managing the boroughs parks and open spaces. The head of parks & coastal services encourages people to work in partnership with one another to provide an effective and responsive service. The service is centralised to include parks development and landscape design, grounds maintenance, playground inspections and maintenance, arboriculture management, ranger service, ecological management, coastal patrol and the delivery of income generating grounds contracts.

Queen Victoria's Diamond Jubilee Gardens Staff:



The gardens maintenance, including cleansing, is undertaken by the council's ranger service and waste & fleet service. Litter bins are emptied daily along with litter picking.

The scope of work is largely determined by the work schedule which is reviewed annually and adjusted according to resources and seasonal fluctuations. Quality monitoring is undertaken through monthly site meetings performed by the head of service, parks development officer and supervisor.

The ranger service are expected to have appropriate levels of horticultural experience and ecological recognised qualifications.

Tree maintenance and safety works are undertaken by the council's in-house arboriculture team according to the head of service and supervisor's instruction. There is a range of age groups within the tree stock of the garden. It is important that the trees are maintained in a safe condition and any safety works required are highlighted by inspection and dealt with sensitively, respecting the trees ecological and heritage value. The operations supervisor and lead arborist carry out visual tree assessments on the site in accordance with the council's Tree Risk Management Strategy and associated operational procedures - which dictate frequency of inspections and method of follow up maintenance works. The service uses an inspection software Arbortrack to aid inspections and prioritise work.

The parks development officer is the day-to-day lead on park development matters in partnership with key council professionals and park stakeholders. This includes renovation or restoration projects, bedding design and procurement, landscape design, coordination of new installs including signage and furniture as well as leading on community liaison and consultations. The parks development officer works closely with the head of service and supervisor in undertaking parks quality monitoring to aid Green Flag Award and In Bloom initiatives. They are also responsible for the coordination of award applications.

Buildings and large-scale infrastructure management and maintenance is the responsibility of a shared service with Blackpool Council's Property & Asset Team. This includes building assets, lighting and drainage.

1.11.1 Staff Training and Appraisals

Annual staff appraisals are undertaken as part of the council's Performance Management Framework and the Fylde Competency Framework. Appraisals are valuable in identifying the skills, knowledge and experience of every employee and provides an opportunity for the employee to review their own performance, set new targets for the future and discuss openly their strengths, ambitions and aspirations. Appraisals are essential to career development and are used by employees to ensure they can develop, access training, learn and progress. The discussion must be recorded on the corporate format and signed off by both parties.

The parks & coastal services have developed staff training plans which lists both mandatory and task-based training for each individual member of the team, to ensure that the team skill base is kept relevant and up to date as well as to allow personal growth within the organisation. Training includes but is not exclusive to corporate procedures and policies (iPool), IT, Manual Handling, Health and Safety, driving, operating machines and project management.

Welcoming Park



2.1 WELCOMING

The gardens feature two primary entrance points (East and West) that echo the heritage of the site and serve as inviting gateways: one beneath the picturesque railway bridge, and another accessed from Park Road/ St Andrew's Road South, as well as several other informal ones. These open onto sweeping vistas along the central lawn and formal plantings, guiding visitors through verdant pathways flanked by mature trees and seasonal floral displays. At key focal points, such as near the original Jubilee planting beds, the spaces open out into broad sightlines that draw the eye toward ornamental shrubs and lawn areas—creating a sense of arrival and discovery. The site is situated in a highly residential and business area which overlook the garden, offering some security to users.

2.2 GOOD AND SAFE ACCESS

The site has several entrances and is situated in a highly accessible location in St Annes Town Centre. There are flat entry points to the gardens that allow wheelchair and pushchair access. There are also some stepped entrances into the gardens. The path throughout the gardens is in good condition, however some parts do require improvements including consistent use of path materials and resurfacing. This is captured in the action plan.

There is on-street car parking in the adjacent streets and the nearest car park is the NCP on St Georges Avenue, a 5-minute walk from the site. The site is close to the local bus stops in the town centre.

There are toilets available next to the gardens. These are managed and maintained by DANFO.

The main byelaws affecting Queen Victorias Diamond Jubilee Gardens are available to view upon request.

2.3 SIGNAGE

The gardens have historical interpretation on site; however, sign provision could be refreshed. A signage strategy will be produced that will make consideration to the needs of all users. The signs will be clear, informative and appropriate for the site. Signs will be including way-marking, byelaws and interpretation.

Healthy, Safe and Secure

3.1 GENERAL HEALTH & SAFETY

Fylde Council's Health and Safety, Emergency Planning Strategy and Risk Management Strategy details the organisation's responsibilities and arrangements. They are live documents under continuous review and amended to comply with any new legislation or other health and safety requirements. These documents can be inspected upon request.

Copies of this documentation are available to staff at all major offices and depots. The folders contain risk assessments, COSHH assessments, Safe Systems of Work and full details of the council's procedures. Sample risk assessments are provided within the appendices.

3.1.1 Risk Assessments

There are several steps taken to ensure that the council has an effective and consistent approach to health and safety and risk assessments within the service. Risk assessments are carried out for all maintenance activities within Queen Victoria's Diamond Jubilee Gardens. This involves the identification of risk and then the development of safe working procedures that will reduce the likelihood of the risk. Event organisers are required to complete a risk assessment form before the event in question. The initial form is submitted to the park's operational supervisors.

3.1.2 Staff Welfare

Extensive work has been undertaken to prevent staff suffering from H.A.V.S.; annual screening of permanent staff, screening new staff and seasonal workers prior to starting work, toolbox talks, work rotation, purchasing policy of buying low vibration equipment and annual renewal of higher vibrating equipment such as strimmers, and annual servicing of other equipment.

HSE leaflets INDG296 "Health Risks from Hand-Arm Vibration" and the pocket cards for employees "Hand-Arm Vibration Syndrome" have been distributed to employees.

Every member of staff, including management, has been trained in Manual Handling. It is a requirement that every seasonal member of staff is trained before starting the job. As the physical side of the job can be very strenuous, it is seen as essential that the work force is fully conversant with the theory and practice of safe lifting and handling of loads.

All manual workers are provided with basic health and safety training which covers legislation e.g. Health and Safety at Work Act 1974, Risk Assessments and Correct Lifting Techniques. Training usually takes one day and is provided by Blackpool Council, who are our over-arching health and safety provider.

The parks and coastal services team has a policy to protect the hearing of workers exposed to high noise levels. Grounds maintenance machinery can reach high noise

levels which cannot be screened out, a time limit for working with these machines is set.

There are control measures that we employ to protect workers as far as possible;

- A purchasing policy to ensure replacement of small handheld machinery every 3 years.
- Risk assessments to identify which operations pose a risk to hearing
- Employees exposed to noise are screened annually
- Hearing protection is provided to staff exposed to noise
- Training for staff is provided to staff exposed to noise

The ranger service responsible for the site are qualified First Aiders and carry first aid equipment within their fleet and to volunteer workdays as appropriate.

3.2 SAFE EQUIPMENT

Park quality monitoring meetings are held monthly by the head of service, operations supervisor and parks development officer. This ensures a strategic oversight of park management, maintenance, safety and project delivery. Items of particular attention for the management team include any areas which may require additional capital investment such as footpath resurfacing and general infrastructure.

The site is visually inspected weekly by the responsible Ranger Service staff, who address any urgent safety issues by either making safe or removing general hazards when appropriate. Annual inspections are also undertaken by council engineers and arborists to ensure that more specialist features such as footpaths, electrics, drainage and trees are safe and secure.

3.3 PUBLIC SAFETY AND ENFORCEMENT

Grounds maintenance staff and the ranger service are a point of contact for site users and can easily be identified by their uniforms. They are trained to assist people with their enquiries in a helpful and friendly manner.

The ranger service and the council's environmental enforcement officers undertake weekly uniformed patrols – including weekends during the season – to provide a sense of personal safety and reassurance, enforcing PSPO's relating to littering, BBQ's and dog controls.

The service periodically liaises with the local police regarding more serious issues or ongoing anti-social behaviour issues and joint patrols with the rangers have been organised historically when matters escalate particularly during the season and school holidays.

The Fylde Community Safety Partnership operates as a statutory multi-agency body with the primary goal of making communities in the Borough of Fylde safer and more secure.

It is pro-actively involved in reducing the already low levels of crime, anti-social behaviour and fear of crime within the gardens and surrounding area. The updated 2026 to 2028 Community Safety Strategic Partnership Plan has been produced following a detailed audit and partnership consultation.

The Community Safety Action Plan concentrates on several priorities such as anti-social behaviour, road safety campaigns and crime reduction with an over-arching aim to promote community safety and improving the quality of life for all those who live, work and visit the Borough of Fylde. This includes parks and open spaces and provides positive and diversionary activities for young people. These priorities require a multi-agency response and encompass a wide range of threats facing local communities.

The plan will be available to view on request.

3.4 DOG CONTROL

Queen Victoria's Diamond Jubilee Gardens is covered by a Public Space Protection Order (PSPO) which sets control parameters for dogs and litter. The council has a dedicated in-house environmental enforcement team that regularly patrol, educate users, issue FPN's and respond to complaints.

3.5 APPROPRIATE PROVISION OF FACILITIES

The garden is small and provides an appropriate range of facilities for its scale and function as a town centre thoroughfare. This includes well laid out footpaths, signage and a low-key provision of seating. We carry out a series of user and non-user surveys, demographic information, constant partnership management and regular stakeholder meetings to ensure these facilities continue to meet the needs of the community and any proposals regarding future provision comply with planning regulations and are appropriate to the original design concept of the garden. The garden plays a vital role in the provision of the appropriate green space in St Annes.

3.6 CCTV

CCTV cameras are in operation in St. Annes Town Centre. These are monitored by Wyre Council on a five-year contract.

Well Maintained and Clean



4.1 LITTER AND WASTE MANAGEMENT

The frequency of cleansing activities such as litter picking, sweeping paths and emptying of bins is stipulated within the task sheet and undertaken by the ranger service.

The bins on site are emptied daily and litter picking completed weekly. There is also a seasonal weekend rota for litter picking and bin emptying and this is undertaken by a mobile waste team. The litter bins are mixed waste bins where recyclable materials are hand sorted and recycled at the transfer station.

The management of the green waste and arisings is fully described in the Environmental Management section. The gardens contain two compost bins where most of the green waste is placed and is re used on the gardens as a soil conditioner. Any additional waste is brought back to the parks & coastal services depot for processing.

4.2 DEALING WITH GRAFFITI AND VANDALISM

The level of graffiti and vandalism is relatively low, however antisocial behaviour does occasionally occur in the evenings during the summer months. When it does occur vandalism and graffiti will be reported as soon as offences are discovered, and any necessary action taken according to the seriousness. All obscene graffiti is removed within 24 hours by the gardening staff. Non-obscene graffiti is removed within 48 hours.

Vandalism, again, is dealt with by gardening staff if they are able to do so e.g. smashed glass, upturned litter bins etc. Matters of a more serious nature are reported to the relevant team e.g. broken windows to Blackpool Council's Property & Asset team who then have someone on site as soon as possible to repair or make safe any damage. Serious crime incidents are reported to the police and log number recorded.

Rangers and Environmental Enforcement Officers deter and educate park users through proactive patrols and organise diversionary activities as part of the annual events programme.

4.3 HORTICULTURAL DESIGN & MAINTENANCE

Task sheets are followed to preserve the character of the site and are implemented by the ranger service. The programme of maintenance ensures that hard and soft landscape areas, together with the site's infrastructure, are kept in good condition.

The ranger service undertakes all horticulture jobs including bed work, weed control, grass cutting, strimming and shrub management. The operations supervisor ensures the quality of operations are undertaken to a high standard as well as to the correct frequency.

The site predominantly contains a variety of mature and semi mature trees, including Elm, Sycamore, Field Maple and Holly. The tree stock has been bolstered by an annual tree planting programme led by the ranger service and volunteers.

There are also several areas of perennial and shrub beds. These beds are a constant work in progress and include seasonal bulbs, evergreen shrubs, and woodland perennials. The team have increased the amount of differential mowing on site and have trialled some wildflower areas.

Queen Victoria Diamond Jubilee Gardens has been entered into the annual Northwest in Bloom Its Your Neighbourhood Awards since 2021, where they have consistently received the higher-level awards.

Current horticulture projects in the garden:

- Continue to increase the number of wildlife friendly perennials and shrubs in the garden.
- Spring bulb planting
- Increase the wild meadow areas.
- Tree planting



4.4 ARBORICULTURAL MAINTENANCE

Tree maintenance and safety works are undertaken by the council's in-house arboriculture team according to the head of services and operational supervisor's instruction.

Site trees are routinely inspected and monitored by the council's lead arborist and planning-based tree officer. From these inspections, safety works are planned and undertaken accordingly. The team are also responsive to out of hours emergencies, because of storm damage.

There is a good range of trees throughout the site. It is important that the trees are maintained in a safe condition and any safety works required are highlighted by inspection and dealt with sensitively, respecting the trees ecological and heritage value.

A programme of proactive, annual tree planting has been undertaken to ensure sustainability of the site tree stock. Pioneer trees suited to the environment have been chosen to add biodiversity value and to cope with coastal conditions. Species planted have included Silver Birch, Rowan, Scots Pine and Hawthorn.

4.5 BUILDING & EQUIPMENT MAINTENANCE

Park buildings, large structures and lighting are under the management and maintenance of the shared service with Blackpool Council's Property & Asset Team. Any issues that arise from regular inspections are reported to the team at Blackpool, who record the issue, inspect and act as needed.

All other equipment, including infrastructure equipment is maintained by the parks and coastal services team.

Park quality monitoring meetings are held monthly by the head of service, operations supervisor and parks development officer. This ensures a strategic oversight of park management, maintenance, safety and project delivery. Items of particular attention for the management team include any areas which may require additional capital investment such as wholesale replacement of play equipment, footpath resurfacing and general infrastructure requirements.

In addition, the site is inspected weekly by the ranger service whilst performing operational maintenance tasks and they pick up on any urgent safety issues by either making safe or removing general hazards when appropriate.

Furniture within the garden is regularly inspected and cleaned by the team when necessary.

Environmental Management

5.1 MANAGING ENVIRONMENTAL IMPACT

The parks and coastal services team are managing Queen Victoria's Diamond Jubilee Gardens so that it is a sustainable and eco-friendly space as well as an attractive gathering place for people. We are aware that expectations of what is defined as a beautiful park often conflicts with those features which make it environmentally friendly: such as reducing or altering grass cutting regimes, reduction of chemicals; reducing waste; leaving wild areas; and changing long standing traditional floral bedding schemes. The service has an Environmental Policy which is available to view upon request. The policy document outlines key ways in which the service can minimise its environmental impact in the delivery of its operations.

5.1.1 Sustainable Design

When it comes to green spaces, good design is the process of shaping them in a way that makes the most of local opportunities. Good design can transform parks and open spaces, that have become negative spaces for local communities into great new places for people that need them. It makes places that accommodate varied activities and future use change, express distinctive character, make people feel safe and welcome, as well as ensure resources are used wisely. A well-designed green space also allows plants and wildlife to flourish. We will be developing a design code that provides detailed guidance on a variety of development subject areas including access, furniture, sport facilities and landscaping, providing a framework for the appropriate and sustainable development of the garden.



5.1.2 Sustainable Environment

Biodiversity is an essential part of green space management and should be at the heart of green space design and development. Moreover, design can have a major influence on enhancing ecological value. Habitats and wildlife make a site unique and should be protected, interpreted and enhanced. Sustainable environmental

practices are integrated into both the management of the garden's horticultural areas as well as naturalized areas.

Differential mowing techniques have been introduced onto the site to create a mosaic of grass lengths to encourage biodiversity. By reducing the frequency of mowing in selected areas the gardens provide varied habitats that support pollinators, invertebrates and small mammals. Wildflower seeds have been sown within glades to create and establish woodland wildflower areas.

The introduction of native spring bulbs within the gardens play an important role in supporting biodiversity by providing early season nectar and pollen for pollinator species. Varieties are picked that are in keeping with a woodland habitat that enhance ecological resilience and compliments the wildflower planting. This improves the gardens visual appeal and strengthens its function as a wildlife corridor.

Bug hotels and log piles have been installed within the gardens to provide essential shelter and breeding space for invertebrates. In addition, a winter refuge area will be developed next to the train lines to ensure space is given for overwintering invertebrates.

5.1.3 Chemical Use

Herbicides will only be used where it will result in tangible benefits on hard standing areas only, with strimming being used as an alternative to spraying around trees and obstacles. Pesticides will also only be used where there is no viable, cost effective, less harmful alternative.

5.1.4 Peat Use

We have aligned our aims with the UK Biodiversity Action Plan, whose objectives are to be 90% or more peat-free. Working in partnership with our horticultural suppliers, we aim to source suitable, well managed renewable alternatives to peat which also have a low carbon impact. We aim to reduce the use of peat in plant products whenever possible by using acceptable alternatives and minimising the volume wherever peat is used.

5.1.5 Waste Minimisation

We make prudent use of natural resources. The gardens contain two compost bins where the majority of green waste is placed and is re used on the gardens as a soil conditioner. Wood chip, timber, brash and cuttings are stored for composting and reused within the gardens.

5.1.6 Climate Change Strategy

Carbon reduction and climate change strategies are included on the Council's Corporate Plan under the Clean & Green theme

In September 2024, Fylde Council started to work with BDP (Building Design Partnership) to develop a comprehensive Climate Change Strategy and Implementation Plan for the Borough.

The initiative is being led by Fylde Council in collaboration with BDP. We engaged with the below key stakeholders to gather input and raise awareness:

- Lead Members & Council Members
- Fylde Council Senior Management
- Fylde Council Officers
- Neighbouring councils
- Fylde Council Supply Chain
- Residents of Fylde

The engagement process ensured that the strategy and implementation plan will be appropriate and based on accurate information relating to the council's existing operations and future ambition and has allowed BDP to understand the interests and priorities of each.

The Climate Change Strategy will outline how the council plans to tackle the climate crisis and identify the roles and responsibilities of individuals and departments within the council needed to achieve these objectives. The key objectives for this project are as follows:

- Understanding the council's current initiatives and commitments related to climate change, including identifying and addressing data gaps.
- Engaging with Council Members and key stakeholders to gather input and raise awareness.
- Identifying and prioritizing areas for emission reduction and wider sustainability performance.
- Developing specific objectives and actions across key areas such as energy, carbon, water transport, waste, biodiversity, and climate change adaptation/mitigation.
- Producing a comprehensive climate change strategy with defined goals, measurable actions, and a detailed Implementation Plan outlining timelines and responsibilities. The strategy will primarily focus on initiatives that concern the council's internal operations, as these fall within their direct sphere of influence and are therefore more feasible to implement.

A draft strategy has been produced and is awaiting Council Member approval before being published.

5.1.7 Electric Vehicles and Machinery

The council has a fleet replacement programme. As the smaller vans become due for replacement the council will look to replace these with electric models. There is currently only a small budget held for these replacements so further funding needs to be sought to continue this.

The parks team have trialled a variety of electric hand machines and mowers over the last two seasons. It was concluded from these trials that the hedge cutters and trimmers were the best performing and most cost effective. The team are looking to introduce more of these hand machines on a phased approach based on budget resources.

The teams ensure that all new fleet and machinery, including petrol ones meet new 'greener' EU legislation.

Biodiversity, Landscape & Heritage



6.1 MANAGEMENT OF NATURAL FEATURES, WILD FLORA & FAUNA

Although the site is a small, urbanised green space - it still serves as an important wildlife corridor for local bird and invertebrate species. Differential mowing regimes have been introduced which provides a variety of habitats for pollinators, invertebrates and small mammals. Wildflower seeds and plugs have been planted into these areas to provide food and nectar. Native spring bulbs have been planted throughout the gardens to support the increased biodiversity. Bug hotels have been installed, and log piles have been left in situ to create and provide shelter.

To further understand the sites ecology the rangers along with volunteers have undertaken wildlife surveys in the gardens to include birds, butterflies and fungi. The results will inform planting decisions and management practices going forward and which type of bird boxes to install.

A full summary of the survey data can be found in the appendix.

6.2 CONSERVATION OF LANDSCAPE FEATURES, BUILDINGS AND STRUCTURES

The site is located within a Local Plan designated Conservation Area, which covers St Annes Town Centre and most of the surrounding area, as shown on the link below.

[St-Annes-Town-Centre.pdf](#)

Conservation Area status gives the council additional powers to ensure any proposed development is in keeping with existing styles and the character of the area. Any new structures or significant changes within the garden must first be discussed with the council's planning team and may require planning permission.

Other parks buildings, large structures, lighting and infrastructure are under the management and maintenance direction of the shared service with Blackpool Council's Property & Asset team.

The team carry out a full conditional survey on all buildings and structures annually. The condition survey reports on internal and external fittings and fixtures, roofs, floors, stairs and ceilings, sanitary services and external areas. The findings are recorded and a report drafted. Any actions are graded and works are carried out on a priority basis.

The garden incorporates historic ornamental rock formations dating from its establishment as the Queen Victoria Diamond Jubilee Gardens in 1897. Contemporary evidence describes the inclusion of "alpine rock formations" as part of the original landscape design.

Although direct attribution to James Pulham & Son cannot be confirmed, the features closely align with the nationally significant pulhamite tradition — a Victorian method of creating highly realistic artificial stone using a cement-based coating over a rubble core.

This technique was widely used in seaside resorts and public parks in the late nineteenth and early twentieth centuries, where it provided durable, visually striking rockwork that complemented ornamental planting and promenade landscapes.

The rockwork in QVDJG's therefore forms an important heritage asset reflecting period garden design, St Anne's seaside identity, and the craftsmanship of late Victorian ornamental construction.

Conservation management is carried out annually and prioritises sensitive maintenance, protection from structural degradation, and preservation of the original sculptural character and material appearance.

Mechanical and electrical services are visually inspected, if any faults or concerns are found these are reported to the relevant contractor for further investigation.

The site contains a variety of mature and semi-mature trees, including Maples, Sycamores and Hollies. All the trees within the garden are protected under the Conservation Area Order and any intended works are undertaken in conjunction with the tree and arboriculture officer from the planning team.

Community Involvement



7.1 FRIENDS OF QUEEN VICTORIA'S DIAMOND JUBILEE GARDENS

The current friends group formed in April 2017 to help improve the gardens and restore them to their original condition working in partnership with the ranger service. They undertake weekly work party sessions and additional project days. The group have a growing number of volunteers who are willing to tackle planting, weeding, watering and dead heading tasks within the garden. The group works with local businesses, homeowners and Fylde Council to encourage:

- Litter free garden
- Reinstating historical features
- Well maintained garden
- Vibrant pollinator friendly garden
- Sustainable planting

The aim of the group is to conserve and improve the natural beauty of the gardens as a pride of place that local resident and visitors can enjoy all year round. In particular to:

- Improving access
- Increasing the flora in keeping with the trees
- Encouraging the utility companies to maintain their buildings
- Reducing litter and anti-social behaviour

- Providing information on the heritage of the site

They are highly organised and meet regularly to discuss the gardens and they are successful in joint fund-raising activities to support developments and longer-term projects within the gardens for the benefit of the community

The parks development officer is the main point of contact between the council and the QVDJG friend's group. They have regular meetings to provide updates on projects, work plans and any issues arising. This helps to maximise effective use of the group's commitment to and the resources for the site and gives residents the opportunity to raise any concerns around the site.

7.2 ST ANNES ON THE SEA IN BLOOM

The garden contributes to the St Annes on the Sea In Bloom (SAIB) success in achieving Gold for 'Best Large Coastal Resort' and Category Winners at the North West in Bloom Awards.

SAIB are a well-established group of volunteers who help to make the town center and surrounding green spaces look the best they can. They design, plant, and install floral containerised displays along the garden railings as well as other prominent areas in the town. At their allotment plot volunteers plan, procure and propagate most of the bedding plants and shrubs they use in flower beds they help to maintain, and they also support other local community groups, including QVDJG, with regular tasks and on bigger projects like the spring bulb planting events organized by the ranger service.

7.3 WIDER STAKEHOLDERS

It is recognised that for any park to be successfully managed, it must respond to the needs of the local community, and this means that a park service must actively engage and involve the local community in the development of the park or green space.

Key stakeholders involved with the gardens are:

Friends of QVDJG
St Annes on the Sea in Bloom
St Annes Town Council
Ward Councillors
Tourism & Culture Committee Members
FBC Parks and Coastal Services Team
FBC Tourism & CultureTeam

These groups have all signed up to this plan and been actively involved in its production. The plan will be fully signed up by officers, gardeners, the community and elected members, through a series of meetings and consultation.

7.4 APPROPRIATE PROVISION FOR THE COMMUNITY

The council's ranger service works with the community to organise opportunities for environmental education and activities to promote the ecological value of our green spaces. They have developed a new volunteer ranger service to facilitate engagement with a broad section of the community.

The ranger service undertakes the following key functions:

Patrols: Regular patrols to check for litter, glass, vandalism and graffiti. To put up any necessary signs and to advise on public space protection orders such as dogs on leads when requested.

Education: The rangers have developed a formalised, curriculum linked Outdoor Education Programme and can also provide bespoke activities on site on subjects including history, geography, art and the local environment.

Volunteering: The rangers periodically work with In-Bloom and community groups when requested - to assist with garden/ memorial work and to help to provide tools or remove green waste.

Activities: Small scale summer activities are occasionally undertaken from the ranger gazebo such as arts and crafts, bulb seed potting, (poppies) and teddy bear picnics. Small scale treasure hunts are also arranged for younger children.

The garden's location offers an accessible place for volunteer activity. There are opportunities for practical horticulture, conservation and survey roles for both adults and young people. The council would like to enhance the educational opportunities further and maximise the potential of the site by encouraging younger children to visit. The parks development officer and the ranger service will look to explore the options of an online resource to help promote the historical importance of the site, which is already well attended by local primary schools and residents. The gardens proximity to local care homes offers the opportunity to develop relationships with the residents to promote the wellness benefits of regular visits to green spaces. Exposure to nature has been shown to enhance cognitive function and memory, reduce stress and improve feelings of isolation.

Marketing & Communication

8.1 MARKETING & PROMOTION

St Annes is a major tourist attraction for visitors to the Fylde Coast and the North West. The council does not actively market the gardens as a tourist attraction specifically, due to its size and nature. However, St Annes itself is marketed and the gardens prove popular with residents and are highly valued. It is the aim of the council to provide and encourage the best use of the gardens to meet the needs of residents and visitors to the borough.

Objectives of Publicity

- Inform existing customers
- Attract new customers
- Develop and maintain loyalty
- Stimulate enquiries

This is achieved in a number of ways. We will continually develop and update the dedicated Queen Victoria's Diamond Jubilee Gardens page and the council website including information on:

- Facilities
- Activities
- Events
- Current management and maintenance plan
- Provide links to partners.

Promotion and marketing of parks and gardens is carried out by means of a range of measures to ensure that local people and visitors to the borough are aware of the facilities.

Marketing Activity	Links	Comment	Frequency
Residents e-newsletters	Sign up to our newsletter – Fylde Council	Local information. Promote events.	Monthly
Websites	www.fylde.gov.uk	Local and event information. News and notifications. Promotion.	Daily/Weekly.
	www.discoverfylde.co.uk		
	www.vistilancashire.com	National competition information and updates.	As and when
	www.greenflagaward.org.uk		
	North West in Bloom Official Page	Regional competition	As and when

		information and updates.	
Media/ news outlets		Local and event information. News and notifications. Promotion.	As and when.
Social media	Facebook – Fylde Council Facebook – Fylde Rangers https://twitter.com/fyldecouncil Facebook – Friends of QVDJG	Information on Fylde Council, events, links to partners websites/social media, news and notifications Community group information, local news and events	Daily
Printed ads		Promoting events, projects.	As and when
Internal communication		Staff intranet, newsletter, briefing sessions.	Daily/ weekly/ monthly

8.2 COMMUNICATION STRATEGY

The council has an active Communication Strategy, which is reviewed every four years and updated by the corporate services team, with involvement from Senior and Middle Management and the communications team.

The overarching aim of the strategy is to ensure all residents, communities, stakeholders, visitors, employees, and everyone who deals with the council have a clear understanding of the council's vision, its services and its achievements.

This will be achieved by implementing an agreed set of strategic outcomes and objectives.

The progress on delivering these is monitored through a variety of methods including;

- Residents and employee surveys
- Regular meetings with stakeholders and the Marketing Communications Group
- Analysing data reports

Evaluation is essential to monitoring the success of the strategy and it will allow the council to set benchmarking standards against which performance can be measured and will allow for the setting of realistic targets and goals for improving communications across the council in the future

The Communication Strategy fits into the Corporate Plan under the Quality Services theme. Each year the council reviews and produces key performance indicators for each service area which relates to the Corporate Plan priorities. Aims are set with a

target figure which should be met over a 12 month period. The latest set of figures for social media presence and communication show that each aim is on target for the full year. A few examples are show below:

Aim	Target Date	Target Figure	Actual Figure
Total number of new Social Media followers	Mar 2026	750	1,776
Percentage of Social Media engagement	Mar 2026	4%	3.07%
No. of news releases, statements & letters issued	Mar 2026	30	26
Percentage of Fylde Council email newsletters viewed	Mar 2026	64%	64.49%

The following outcomes have been achieved under the Corporate Plan priorities:

- Retain a face-to-face service in a digital age.
- Seek and act upon customer service reviews on all our services.

8.3 MARKETING & COMMUNICATIONS TEAM

The communications team comprises of Communications, Press, Social Media and Digital Officers. With support from the ICT and Corporate Team they lead on marketing and communication across all Council Services. They are responsible for:

- Public and press relations
- Corporate communication, including internal and e. communications
- Corporate branding, publications and advertising
- Corporate events
- Campaign planning and management of products, services or issues

The communications team liaises closely with the emergency services, council officers and members to organise press conferences, official statements, interviews and supervised visits to other locations, ensuring that advice and information is disseminated to assist the public.

The tourism team ensures that parks and events are promoted through a variety of media; the events are promoted using the website, community groups, local press and internally within the council. Information boards provide park users with general information regarding specific sites.

8.4 TARGET AUDIENCE

Our existing audience is summarised below:

Internal

- FBC Staff

External

- Local residents
- Local schools
- Community organisations
- Youth groups
- Visitors
- Non-users and hard to reach groups

Stakeholders

- Elected Members
- Partnership Groups
- St Annes on the Sea in Bloom

8.5 USER FEEDBACK

8.5.1 RESIDENTS SURVEY

The council undertakes a resident survey each year. The survey focuses on the main front-end services as well as the residents' experience, perception and knowledge of the Local Authority. The objective is to get an overview of satisfaction with services and the council that can be used to identify areas for improvement and allow comparison over time.

The 2025/26 results are shown below:

QUESTIONS	2025
<i>(Percentages figures are the percentage satisfied, good and excellent)</i>	(1038 responses)
How would you rate the refuse collection service at Fylde	96%
How would you the household recycling service at Fylde	88%
How would you the parks and open spaces in Fylde	94%
How would you the cleanliness of the streets in Fylde	79%
Overall I would rate the Fylde as a place to visit	96%
Overall I would rate Fylde as a place to live	95%

How would you the value for money I receive from Fylde Council	78%
Overall and taking everything into account , would rate Fylde Council	87%
How you would rate the way that Fylde Council keep people up to date with what's happening in their area?	86%

N.B. These are interim figures to January 2026.

8.5.2 How Did We Do Surveys?

The council has introduced 'How Did We Do Surveys', which is a customer feedback form used to capture feedback, both positive and negative from the customers experience dealing with the Council. The surveys are now part of the council's Corporate Plan, and the feedback provided is monitored, collated and a report drafted monthly for Senior Management Team to review.

A link to the customer feedback form is below. The council has also produced cards that have a QR code on. Once scanned this takes you to the online survey. These cards are ideal for the park's grounds maintenance and Ranger Service Team to hand out to the public whilst outdoors.

Management

9.1 Clearly Addressing Green Flag Criteria in Management Prescriptions

The QVDJG Management Plan and our longstanding partnerships with local stakeholders demonstrates Fylde Council's commitment to ensuring the appropriate and quality management of the site and encompassing services, addressing the criteria within the Green Flag Award scheme. The criteria also provides the method for self-assessment. Performance targets are to be set in the production and future revision of this plan, ensuring its successful long- term application.

9.2 Management Plan Must be Actively Implemented and Reviewed

The head of parks & coastal services has overall responsibility for this plan. The Action Plan provides a clear set of actions against the aims and objectives listed within the Green Flag Criteria Evaluation. The plan also identifies those parties who need to be involved and consulted. These actions are set against clear time scales and will ensure developments are completed in a professional, logical and organised manner. The plan is reviewed annually, and judge's feedback is reflected within the document.

9.3 Sound Financial Management

It is anticipated that a well-managed and promoted park will enjoy a significant increase in visitors. The increase in usage of the garden will impact on the likely life expectancy of certain items of infrastructure such as footpaths, buildings, furniture, children's play equipment, and other artefacts within the garden. The value and benefits of an upgraded garden will only be upheld if sufficient budgets are allocated and QVDJG is properly resourced. The proper funding of development and maintenance will ensure its long-term future success. A site-specific budget has been ring fenced for the garden and the head of service programmes annual works accordingly and to priority.

SECTION 10. FIVE YEAR ACTION PLAN

PROPOSALS/ACTIONS	RESPONSIBLE	TARGET DATE	PROGRESS
A Welcoming Park			
Design new entrance signs	Parks & Coastal Services	Jan – Jun 2026	In progress
Implement dog control PSPO orders	Housing & Environment	Complete	Complete
Healthy, Safe & Secure			
Resurfacing pathways throughout the site ensuring consistent use of materials	Parks & Coastal Services	April 2026	To be completed
Relocate existing picnic facilities	Parks & Coastal Services	November 2026	To be completed
Well Maintained & Clean			
Install more bird boxes	Parks & Coastal Services	March 2026	To be completed
Relocate advertising boards from railings	Parks & Coastal Services	Apr – Oct 2026	To be completed
Repaint perimeter fence railings	Parks & Coastal Services	Jan – May 2026	To be completed
Rejuvenate existing picnic area	Parks & Coastal Services	November 2026	To be completed
Increase planting in shrub beds	Parks & Coastal Services	Oct 2026	To be completed
Environmental Management			
Continue to reduce reliance on pesticides	Parks & Coastal Services	Complete	Complete
Further reduction of green waste	Parks & Coastal Services	Ongoing	Ongoing
Work with BDP to develop Climate Change Strategy	Corporate Services	Jan – Oct 2026	In progress
Phased introduction of electric hand machines	Parks & Coastal Services	Ongoing	Ongoing
Create new compost area	Parks & Coastal Services	September 2026	To be completed
Install bird boxes	Parks & Coastal Services	Jan – Mar 2026	Complete
Carry out tree planting programme	Parks & Coastal Services	Jan – Mar 2026 - 2028	To be completed
Improve bug hotel	Parks & Coastal Services	September 2026	To be completed
Biodiversity, Landscape & Heritage			
Plant naturalising spring bulbs	Parks & Coastal Services	October 2025 – January 2026	To be completed

Design & install educational interpretation signage	Parks & Coastal Services	Oct 2026 – Mar 2027	To be completed
Carry out wildlife surveys	Parks & Coastal Services	Ongoing	Ongoing
Develop winter refuge area	Parks & Coastal Services	October 2026	To be completed
Community Involvement			
Improve local schools and community group partnerships	Parks & Coastal/ Lytham in Bloom	Ongoing	Ongoing
Continue to recruit to volunteer ranger service	Parks & Coastal Services	Ongoing	Ongoing
Evaluate and update Ranger Events schedule	Parks & Coastal Services	Jan 2026	In progress
Marketing & Communication			
Update Council's website & social media pages regularly	Parks & Coastal Services	Ongoing	Ongoing
Update Council's Communication Strategy	Corporate Services	Mar 2026	In progress
Management			
Update Community Strategy Partnership Plan	Environmental Health Services	Jan 2026	In progress

Appendix 1 Risk Assessment

Fylde Council Risk Assessment Form 1							
This Form can be used for the assessment of all organisational risks including; Health and Safety; Risk Management & Business Continuity. This Form must be used in conjunction with Form 2 – Agreed Actions For Details of Risk Ratings see Form 3							
Directorate Development Services				Date of Assessment Dec 2025			
Section Coast and Countryside				Assessment Team Julie Vale			
Location Queen Victoria Diamond Jubilee Gardens							
Ranger conservation/ work tasks							
Do the hazards create a business continuity risk? Yes							
What is the Hazard	What is the Potential Harm	Who is at Risk	Controls In Place	Likelihood	Severity	Risk Rating	Further Potential Controls
Adverse Weather	Strong winds, rain, snow, dehydration, sun burn, sun stroke, exhaustion, hypothermia, hyperthermia etc.	Staff/volunteers	Check the weather forecast for the day beforehand and only go ahead if it is safe and reasonable to do so. Assure staff wear appropriate warm clothing, footwear and high viz. Be extra vigilant and careful in wet conditions. First aid kit available and Rangers are trained first aiders. Plenty of water will be available.	2	2	4	

Equipment / Hand tools	misuse, damage to feet, head and arms, damage to back	Staff/volunteers	Tools include shears, secateurs, loppers, pruning saws and bow saws. Tool talk to be given at the start of each activity. Tools maintained with visual inspection before each use. Tools will be wiped down before next session.	2	4	8	
Handling of Heavy Tools & Equipment	misuse, damage to feet, head and arms, damage to back	staff	Instruct all staff in safe lifting techniques Plan handling of heavy/awkward items. Provide & use lifting and carrying aids e.g. wheelbarrow. Follow SSOW's for large equipment such as strimmer's, only staff with appropriate training to use. Wear correct PPE and record HAVs	3	3	9	
Strimming on embankment	Bruises, lacerations, amputations	staff	Wear boots with good gripping soles. Do not cut when ground conditions are too wet. Always cut bankings working from bottom to top. Ensure second staff member present at all times.	2	3	6	
Hedge trimming next to footpath	Cuts, lacerations, eye injury	Staff	Follow hedge cutting safe system of work. Staff to wear all appropriate PPE including visor or safety goggles. Cease work when pedestrian on footpath. Ensure second member of staff present as banks person.	3	2	6	

Vegetation	Trips, scratched, Stings, cuts, thorns/splinters	Staff/volunteers	Vegetation can be thick and could get tangled with feet and some small branches could flick into the face. Wear suitable PPE such as gloves, boots, clothing and possibly goggles if required.	3	2	6	
Uneven ground/sloped embankments	Bruises, grazes, cuts and scrapes, sprains, breaks	Staff/volunteers	Inspect site for hazards prior to use. Keep site & equipment as tidy as possible during the task. First aid equipment readily available. Wear suitable sturdy footwear.	2	4	8	
Insects	Bites, stings	Staff/volunteers	First aiders will be present in case of an anaphylactic shock from a bee or wasp sting. Make ay allergies known to team members	1	4	4	
Litter/glass	Slips, choking hazards, cuts, grazes	Staff/volunteers	Check site prior to task. Any identified glass to be removed very carefully using protective clothing. Have extra bin bags available for those who may require them. Sharps bin available during work parties	1	3	3	
Dogs and Dog Mess	Slipping or getting dog mess on shoes, clothes or hands	Staff/volunteers	Do not approach and pet unknown dogs. Be aware and watch footing. Detect by smell and work in a different area.	3	2	6	
Working alone/Patrolling	Injury, stress, intimidation, upset, depression, feeling of isolation	staff	Mobile phone provided Staff to make regular or daily contact with line manager or colleague. Employee ring or txt agreed contact at end of working day if not returning to	2	3	6	

			office. Ensure employees take regular breaks. Ensure if possible, park vehicles in a secure, well lit area or location				
Verbal and Physical Abuse from members of the public	Ill Health, Injury, long term health impact, emotional distress	Staff/volunteers	Mobile phone supplied Stick to well used recognised paths, roads where possible Patrol in 2's if possible. Ensure staff have read and are familiar with the personal Safety arrangements and accident/Incident reporting arrangements. Volunteers to not work alone.	2	4	4	
All Agreed Actions and Target Dates must be recorded on Form 2 (FOH&SF 002)							

Appendix 2 Annual Work schedule

Q1 – April-June

Task	Frequency
Litter pick	Weekly
Weed rockeries and formal beds	Weekly
Empty bin	Weekly
Path clearance	Monthly
Strim and rake grass areas	Biannually
Wildflower sowing and planting	Annually

Q2 – July-September

Task	Frequency
Litter pick	Weekly
Weed rockeries and formal beds	Weekly
Empty bin	Weekly
Path clearance	Monthly
Reoil carved sculptures	Biannually
Hedge minor pruning	Annually
Water butt cleaning and maintenance	Annually

Q3 – October-December

Task	Frequency
Litter pick	Weekly
Weed rockeries and formal beds	Weekly
Empty bin	Weekly

Path clearance	Weekly
Strim and collect grass areas	Biannually
Bulb planting	Annually

Q4 – January-March

Task	Frequency
Litter pick	Weekly
Weed rockeries and formal beds	Weekly
Empty bin	Weekly
Path clearance	Monthly
Reoil carved sculptures	Biannually
Hedge major pruning	Annually
Tree planting	Annually

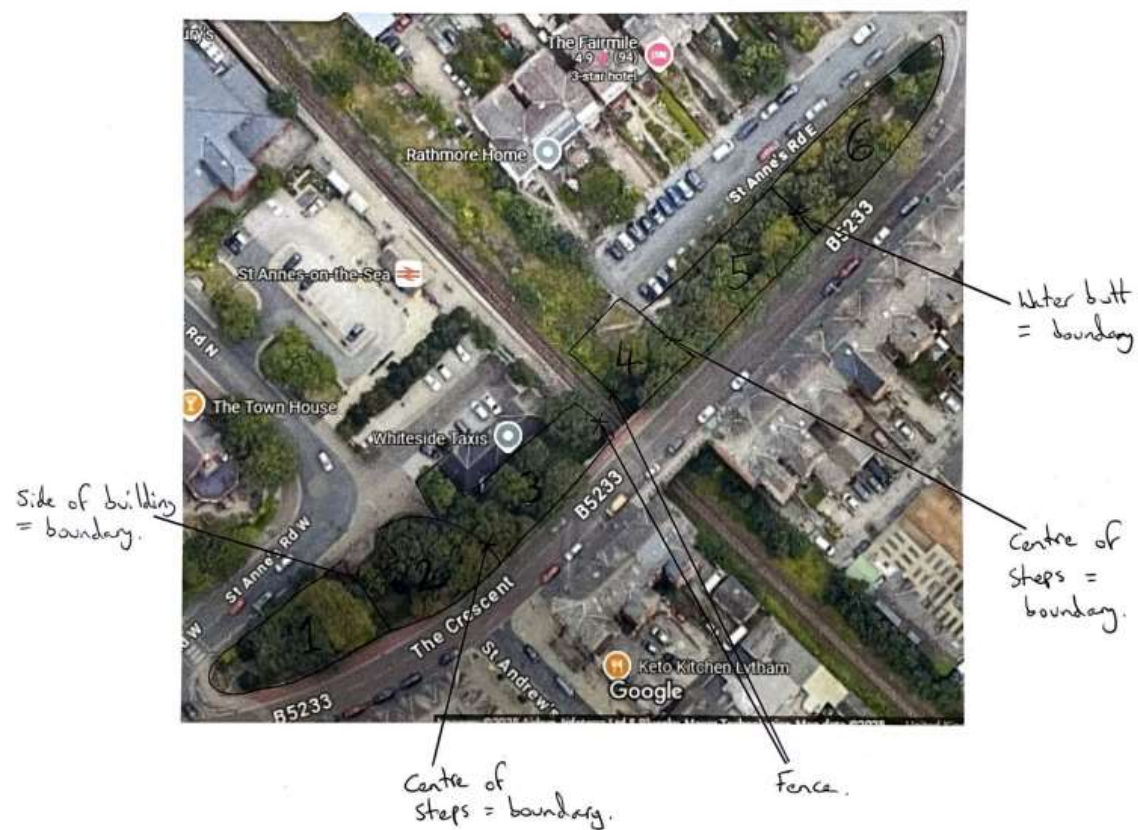
Appendix 3

Summary Wildlife Surveys

2025 Crescent Surveys Summary Report

Survey Sections

Queen Victoria Diamond Jubilee (QVJD) Gardens has been divided into six sections for survey purposes:



Birds

24 bird surveys were carried out in QVDJ Gardens by Fylde Council's Area Conservation Rangers this year between 18/02/2025 and 16/12/2025. The following bird species were recorded in the Gardens:

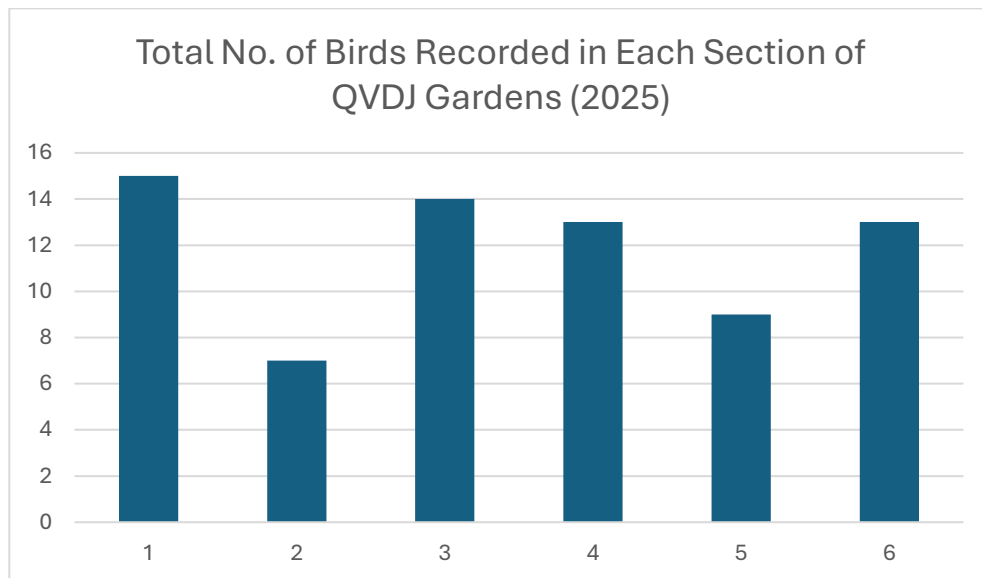
No.	Bird Species	No. of Surveys Recorded as Present
1	Wood Pigeon	21
2	Blackbird	13
3	Goldfinch	9
4	Magpie	9
5	Blue Tit	8
6	Robin	7
7	House Sparrow	6
8	Wren	5
9	Carrion Crow	4
10	Great Tit	4
11	Dunnock	3
12	Herring Gull	2
13	Long-Tailed Tit	1
14	Pied Wagtail	1

Evidence of nesting within the gardens was recorded for Blue Tits, Wrens and Wood Pigeons.

The following birds were recorded in the vicinity of QVDJ Gardens but never within the boundary:

No.	Bird Species	No. of Surveys Recorded as Present
1	Feral Pigeon	4
2	Jackdaw	3
3	Chaffinch	1
4	Starling	1

The graph below shows the number of birds recorded within each survey section:



Butterflies



14 butterfly surveys were carried out in QVDJ Gardens by Fylde Council's Area Conservation Rangers this year between 18/03/2025 and 30/09/2025.

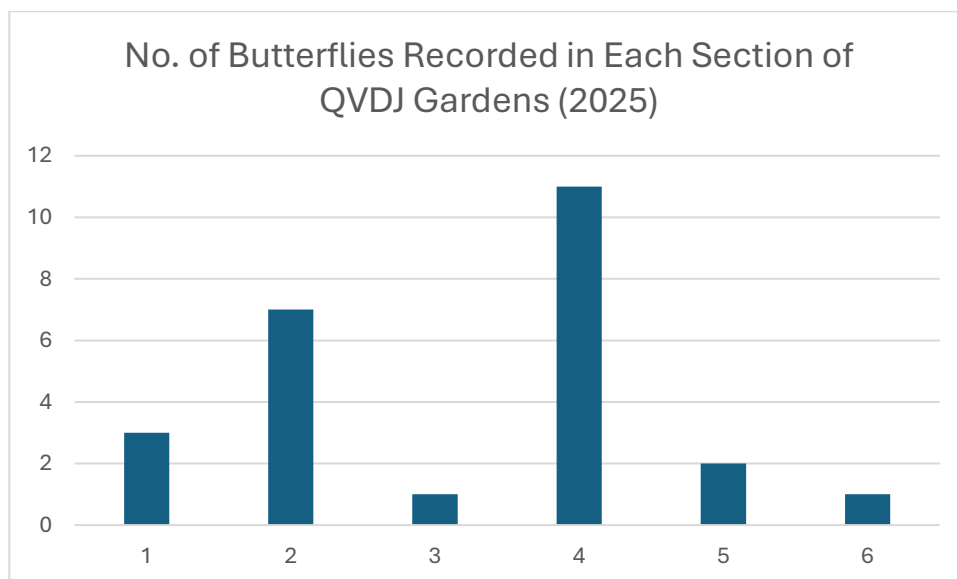
(Left: Comma photographed on 19/03/2025 in QVDJ).

The following butterfly species were recorded in the Gardens:

No.	Butterfly Species	No. of Individual Butterflies Recorded in 2025
1	Large White	18
2	Small White	4
3	Meadow Brown	3
4	Holly Blue	2
5	Red Admiral	2
6	Speckled Wood	2
7	Comma	1
8	Peacock	1

Large White caterpillars were observed feeding on Garlic Mustard in the gardens.

The graph below shows the number of butterfly species records within each survey section:



Fungi & Slime Mould

The following fungi & slime mould were observed in QVDJ Gardens in 2025:



Left: Shaggy Ink Cap

Right: Fatal Dapperling



(30/09/2025)

(09/10/2025)



Left: Earth Star (12/12/2025)

Right: Slime Mould



(17/12/2025)