

Facilitation Requirements for Waterloo Open Spaces Partnership (WOSP)

Bankside Open Spaces Trust (BOST) and Waterloo Community Development Group propose to work in partnership to facilitate the other groups involved towards agreement over strategy for open spaces. BOST and WCDG will each be directly responsible for different elements of this project.

Objectives:

To co-ordinate the protection, promotion and improvement of open space in Waterloo

To develop an outline strategic framework for future investment into parks and open spaces

To co-ordinate response to relevant planning documents including the Neighbourhood Plan, regarding greening, parks and open spaces.

To improve partnership working between Lambeth Council, residential, business communities, and open space agencies operating in the area including Friends of Parks & Open Spaces.

To work across Bishop's ward, and to work closely across the borders, particularly with Christ Church Garden.

This will be achieved by re-establishing the successful partnership of WOSP.

Outputs

- a) To share local skills, knowledge and resources to achieve these outputs. To hold a one off conference/workshop to bring together key representatives to discuss future strategy, projects and policies, followed by four quarterly meetings. If necessary, additional one off meetings to negotiate details.
- b) Discuss and share knowledge and information on green space developments, good practice, funding opportunities, and other sector information.
- c) Planning: To compile, maintain and update a projects bank of Open Spaces Projects including in parks, housing land and other green spaces, then to liaise with Lambeth S106 towards adopting the projects bank and funding these
- d) To devise core local policies and principles, working with the Southwark and Waterloo Neighbourhood Forum, for inclusion into the Neighbourhood Plan.
- e) To begin to move towards an overview of open space provision, including provision for specialist groups such as dog walking and children's play.
- f) To promote mutual projects, with potential for a future leaflet on training and career opportunities, and a leaflet/website on parks in Waterloo area.
- g) To begin to seek feedback from local people on open space needs, and to channel these including representation on the Neighbourhood Forum.
- h) To begin to move towards assessing feasibility of more devolved management of parks to community groups in line with Lambeth's co-operative council consultation.

Outcomes: to meet WOSP's strategic objectives

- Project Bank of Open Spaces Improvements (OSI)
- Ensuring that OSI are community led and link OSI to employment, training, sports and healthy living opportunities and social benefits
- Raised profile of parks and parks groups in the area
- To work towards sustainable funding sources
- Liaison point for LBL planning and funding allocation.
- Contribute to quality, diversity and value in green places through community involvement.

Invited Membership will include:

- Bankside Open Spaces Trust
- Coin Street Community Builders
- Friends of Archbishops Park
- Jubilee Gardens Trust
- Friends of Ufford Street Park
- Friends of Hatfields
- Christ Church Steering Group
- St John's Waterloo
- LB Lambeth – parks, and councillor.
- Putting Down Roots (St Mungo's)
- Roots and Shoots
- Walworth Garden Farm
- South Bank and Waterloo Neighbourhood Forum
- South Bank Employers Group
- Waterloo Community Development Group
- Waterloo Quarter Business Improvement District
- Other Friends of Parks groups and relevant campaigning or user groups such as Oasis Academy

Where more than one group are concerned over the same park, WOSP will not be the forum to settle differences, unless this is clearly in the interests of the majority of members.

Relationships

In delivering the above WOSP will:

- Work closely with LB Lambeth to support the strategic co-ordination of open space and best value for the community from public open spaces in the area, as well as Co-operative council discussions around devolution of management. This will include parks department, planning, local councillors and other relevant agencies.
- Work with South Bank and Waterloo Neighbourhood Forum
- Work with all local agencies, voluntary or otherwise, involved in open space to ensure co-ordination of activities, initiate and respond to policy development
- Maintain a Community Projects Bank for open space needs in capital and revenue, to inform s106 negotiations and spending decisions, circulate this as draft to relevant parties.
- Share knowledge and expertise for the overall benefit of the local open spaces
- Lobby for the promotion and funding of open spaces and advertise the achievements of the group

| Key Milestones | Deadline | Cost |
|--|-----------------|--------------|
| WOSP meeting 1 | November 2013 | £480 |
| WOSP Forum towards Neighbourhood Plan and Strategy | March 2014 | £925 |
| WOSP meeting 2 | March 2014 | £480 |
| Draft Projects Bank review and circulate | March 2014 | £360 |
| Draft parks policies and circulate | March 2014 | £360 |
| Total Year One | | £2605 |
| WOSP meeting 3 | June 2014 | £480 |
| WOSP meeting 4 | Sept 2014 | £480 |
| Finalise Projects Bank review | Oct 2014 | £120 |
| Finalise parks policies | Oct 2014 | £120 |
| Summer consultation Forum | Sept 2014 | £925 |
| WOSP meeting 5 | Nov 2014 | £480 |
| WOSP meeting 6 | March 2015 | £480 |
| Evaluate, report | Oct 2014 | £200 |
| Closed Email forum | Ongoing | |
| Total Year Two | | £3285 |

Meetings – costing

Facilitator (BOST)- 1 hour of prep, 1 hour follow up and 2.5 hours of delivery = 4.5 hours

Meeting Secretary (WCDG) – 1 hour of prep, 1 hour follow up and 2.5 hours of delivery = 4.5 hours

At £40 per hour

Admin (WCDG) = £20 x 6 hours per meeting (1.5 hours prep, 2.5 attend and 2 hours minutes) = £120 per meeting

Total £480 per meeting

Workshop Forum – costing

Facilitator (BOST) – 3 hours prep, 3 hours delivery, 1 hour follow up = 7 hours = £280

Meeting Secretary (WCDG) 3 hours prep, 3 hours delivery, 1 hour follow up = 6 hours = £280

Admin (WCDG) 3 hour prep, 3 hours delivery, 1 hour follow up = 7 hours £140

Refreshments 50 X £2.50 = £125

Venue £90

Resources £10

Total £925

Document writing – per document

Draft – 5 hours

Circulate, discuss by email – 2 hours

Redraft – 3 hours

Total 9 hours X £40 = £360

Background

The original Waterloo Open Spaces Partnership was formed by Waterloo Green Trust and WCDG in 2003 and met quarterly until 2010, but has only met sporadically since due to lack of resources/ funding. It has been strongly supported by the local authorities, with Heads of Service often in attendance and able to progress key issues swiftly.

WOSP commissioned an Open Space audit (Space For All) in 2004, analysing 104 spaces and green corridors in Waterloo, and remains the definitive statement of the opportunities for open space improvements across Waterloo.

WOSP helped oversee or contribute to the delivery of improvements to Archbishops Park, Emma Cons Gardens, Ufford Street Rec Ground, Waterloo Millennium Green, Hatfields, Christchurch Gardens, as well as projects at Chaplin Close and Tanswell Estate.

Terms of Reference of WOSP:

- The focus of the Waterloo Open Spaces Partnership (WOSP) is the improvement and promotion of Open Spaces in the Waterloo area.
- The aim is to provide a mechanism for co-ordination of the workings of the local authorities, public, private and voluntary agencies dealing with open spaces within the area.
- The remit of WOSP links with a number of other policy areas such as economic development, education and skills, spatial planning, regeneration, sustainability and sport and culture.
- WOSP will seek to ensure that it contributes and adds value to the work of others and does not duplicate, whilst providing an additional resource for the promotion of open space.
- WOSP will work with both LB Lambeth and LB Southwark to focus on the Waterloo area of North Lambeth and North Southwark, as identified in the Waterloo Open Spaces Audit.

Membership will be kept under review and additional organisations will be admitted where they are involved in open spaces within the area, are properly constituted and are agreed by the existing stakeholders. Eligible groups will include Friends Groups, community and tenant groups etc. Representatives from other organisations or sectors can be co-opted for particular issues and can attend by invitation to participate or observe as required.

Members of the Group will have a responsibility to ensure a two-way communication between their partners and other interest groups.