



people spaces places

Ketley Paddock Mound

Management and Maintenance Plan

2015/16 – 2019/20

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Ketley Paddock Mound

Management and Maintenance Plan

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Amendment Sheet

Alteration Date	Section Updated	Notes	Initials



1. Summary

1.1 Intent / Concept

This plan intends to bring together the management, maintenance and enhancement of Ketley Paddock Mound in an overall framework. The plan is intended to be both a working document and a reference document. A working document that contains actions and timetables that will need to be implemented and reviewed. Also, as a document that provides references to other documents, policies and strategies and explores their implications for the site. As such the plan has to be read in conjunction with these documents in order to manage, maintain and develop the site.

This plan is informed by, and replaces, the earlier Landscape Management Plan and Site Management Plan produced in August 2012 by Telford and Wrekin Council and in November 2014 by the Friends of Ketley Paddock Mound, in association with Ketley Parish Council.

1.2 Audiences

The plan has been prepared for a number of audiences

- Ketley Parish Council staff
- Ketley Parish Council elected members
- Telford and Wrekin Council staff
- The Friends of Ketley Paddock Mound
- Partner organisations and stakeholders, including Telford and Wrekin Services
- The Shropshire Wildlife Trust
- Award Schemes including the Green Flag Award

In order to try to make the document accessible to a wide range of audiences we have tried to produce it in a readable and straightforward style.

1.3 Need

The need for this plan is driven by the intended 25 year lease agreement between Ketley Parish Council (KPC) and Telford and Wrekin Council (T&WC) which is due to be signed this summer

and the partnership which has been established between KPC and the Friends of Ketley Paddock Mound (FoKPM). The lease and partnership came about in response to pressure from a potential housing development in 2014 which would have resulted in a significant part of the site being sold. The plan is designed to provide guidance and focus to the partnership as the nature of the maintenance work required, prioritising tasks and identifying future goals for an initial five year period from 2015-2019. The partnership has been formally recognised via a draft 'Memorandum of Understanding' although this has yet to be formally adopted.

The plan has been brought together by consultants with valuable input from authority staff and key stakeholders. The following people have been involved:

Council Staff

Alison Hinks	Clerk to Ketley Parish Council
James Dunn	Service Delivery Manager, Regeneration and Investment, Telford and Wrekin Council
Adrian Corney	Specialist Environmental Officer, Telford and Wrekin Council

Stakeholders

Friends of Ketley Paddock Mound
Green Gym
Ketley Parish and Overdale Ward Councillors
Telford and Wrekin Council
Meadows Primary School
Ketley Youth Club
Shropshire Wildlife Trust
Ketley Local History Group

Consultant Team – Community First Partnership

Ian Baggott	Director
Adrian Spray	Principal Consultant
Neil Eccles	Consultant
James Lawrence	Consultant

1.4 Style

It has been the aim to produce this plan in a readable and accessible style, following guidance produced by the former CABI Space¹ and the Heritage Lottery Fund².

The plan is laid out under 4 key headings

- **Where are we now?** – here the plan describes the current situation of the park – what it is, who manages it, its history to date, what is known about the park, what policy and procedures govern the way it is and can be managed, where it is located, what is known about current users and the surrounding community.
- **Where do we want to get to?** – here the plan takes a step back to assess the significance of the park, what issues are to be addressed, what improvements are needed both to the site itself and the way it is managed. This section also develops aims and objectives that can then be translated into actions in the next section.
- **How will we get there?** – here the plan sets out what actions need to be taken to deliver change, it also sets out proposals for new management and maintenance arrangements as well as considering the financial and resource implications of the actions.
- **How will we know when we have arrived?** – Here the plan sets out some proposals for monitoring and review and some suggested measures of success.

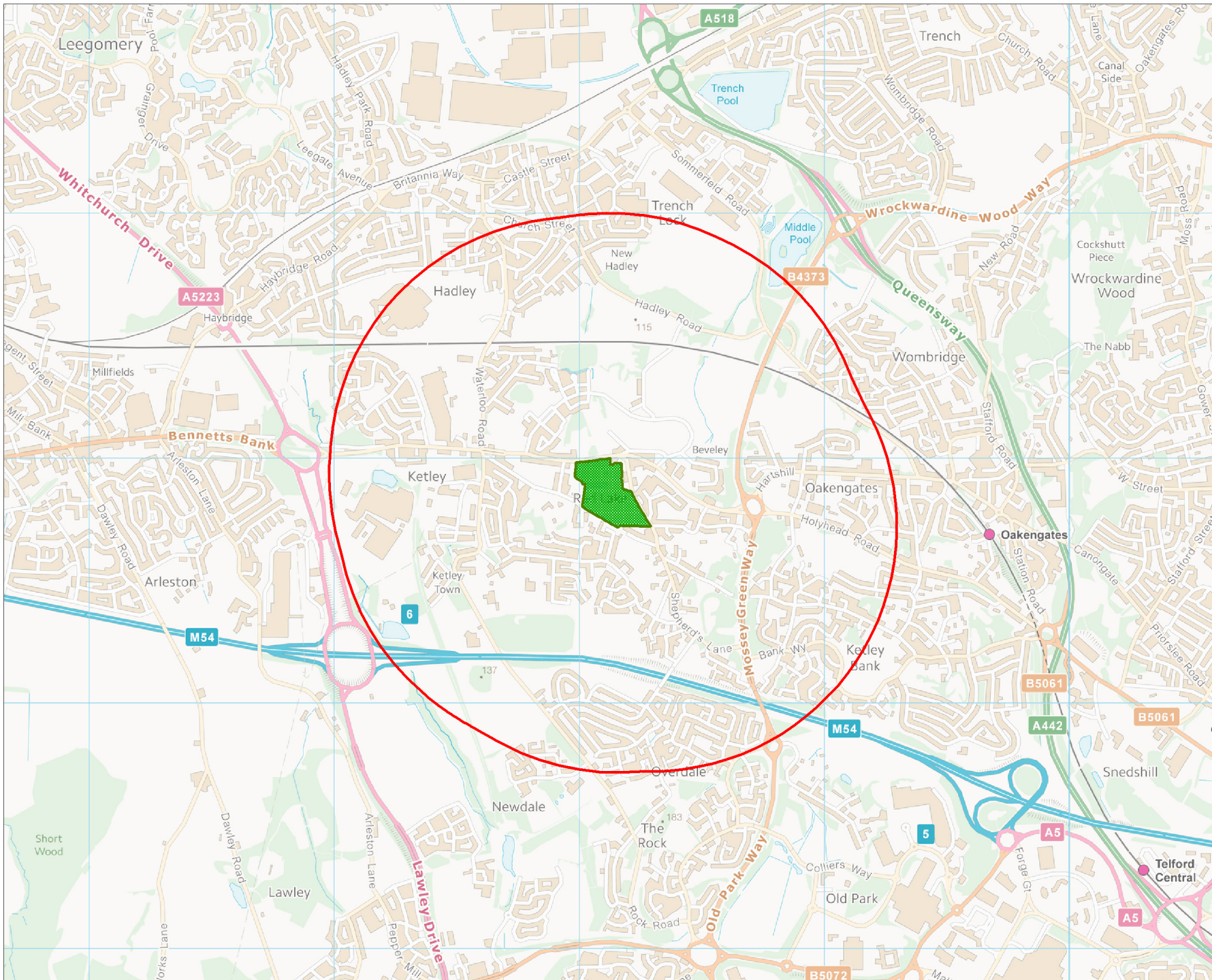
¹ A Guide to Producing Park and Greenspace Management Plans, CABI Space (2004)

² Management and Maintenance Plan Guidance (2012)

1.5 Vision

The shared vision for Ketley Paddock Mound is:

'To maintain and enhance Paddock Mound for the benefit of the local and wider community whilst encouraging biodiversity and celebrating its rich cultural and industrial heritage. Preserving and protecting its mosaic of habitats from unwelcome intervention and providing opportunities for education, recreation and relaxation.'



Ketley Paddock Mound Management and Maintenance Plan

Figure 1
Location Plan

LEGEND

 Ketley
Paddock
Mound

Buffer

 1km

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2 Where are we now?

2.1 Introduction

This section of the plan sets out the current situation of Ketley Paddock Mound in terms of where it is located, who manages and maintains it, a short summary of its history to date, what is currently known about the space and what it currently provides in terms of facilities and features. It also sets the management and maintenance of the space into a wider context by examining the implications of relevant policy and strategy and also by setting out information about current use and the nature of the surrounding community.

2.2 Site Description

Ketley Paddock Mound is 4.4 hectares (10.9 Acres) in size, made up of reclaimed colliery workings and pit mounds which have been abandoned and over time, reclaimed as public open space. The site is mostly enclosed between residential boundaries and fencing/ hedgerows, where there is a lack of formal boundary the site is defined by the steep banks of it's industrial past, aiding the sense of enclosure and separation. Vegetation is predominantly mixed woodland of Oak and Birch, acidic grassland, having three water bodies, the largest of which is the remnant of the former Ketley Canal.

2.2.1 Features within Ketley Paddock Mound

Topography / Aspect

Paddock Mound takes the form of a hilly outcrop running north-west to south-east. It is, in fact, a mound created by pennystone (iron ore) mining in the 18th and 19th centuries. In 1837 the Coalbrookdale Company alone had more than 30 such mines in this area (Brown, 1990)¹. From the summit incredible views could be gained both towards and beyond Lilleshall and its monument, and also to the Wrekin in the opposite direction. On a clear day Snowdon could be viewed. Some of these views are now obscured by unchecked tree growth.

The site is approximately 450 ft or 137 meters above sea level.

Visual Character

The area is rich in wildlife and contains a mosaic of habitats, linked by formal and informal footpaths. These consist of secondary woodlands, hedgerows, grassland, heather patches, meadows, pools and scrub. There is also a stretch of the disused Ketley Canal which has previously been dredged and cleared. Some grassland is presently let for grazing by horses.

Geology/ Soil

The surface of the site has, in the main, been dumped on by mining spoil. Acidic clay soils have developed on the spoil. The underlying geology is coal measures.

Drainage

The site is prone to water logging in certain areas due to a heavy clay composition throughout the site, although virtually all of the major footpath links are presently unaffected. There are three bodies of open water which are potentially fed from surface water run off and local spring's although at the time of writing is unconfirmed.

It is understood that Severn Trent water hold an easement into the site from Holyhead Road, allowing them access to maintain surface water balancing tanks. It is thought that these were installed following localised flooding however, at the time of writing the full details of their purpose and extent of Severn Trent's easement or possible land ownership is yet to be established.

Ecological Information & Value

The site encompasses a wide range and diversity of habitat features within a relatively small area. Open waters, acid grassland, meadow, heather and scrub areas. Typical pit-mound woodland adorns part of the site, consisting mainly of birch, oak, rowan, whitebeam, sycamore and holly with an understorey consisting mainly of bramble. For a relatively small site, there is a considerable length of hedgerows with high wildlife value and also areas of scrub and self set trees of lower landscape value.

Various bird species inhabit the area and are currently being recorded by the FoKPM with the support of Shropshire Wildlife Trust (SWT). Further cross-taxa ecological surveys would be necessary in order to accurately establish floral and faunal species present across the whole site.

Management Zones

Potters Piece Meadow - Lost Pool

Potters Piece provides the main pedestrian entrance to the site from the B5061, Holyhead Road and also provides access for maintenance vehicles and Severn Trent Water. The area is predominantly scrubby with self set trees and bramble, being enclosed by hedgerow to the north, residential and grazing land boundaries to the east and the steep bank of Plantation Mound to the West. To the south of the area is a small pool or pond, known as Lost Pool due to it sometimes disappearing completely during long periods of dry weather.

Ketley Canal

The Ketley Canal area, as the name suggests is the basin where the remnant of William Reynold's former canal once ran. The line of the canal is still visible and although none of the original built structure is visible at current ground level, the liner water feature still exists in part, bisecting the site from east to west until it meets the public right of way. The steep and heavily wooded banks of Plantation and Paddock Mound form the northern and southern boundaries of the canal, with a narrow strip of grazing to the East and residential boundaries to the West.

Potters Bank Grazing

Potters Bank Grazing is a steeply sloped field (from east to west) bounded by Potters Piece to the West, Ketley Canal to the South and residential boundaries to the North and East. A small section of flat ground to the South of the field is accessible from Shepherds Lane and contains some roughly constructed shelters and an informal drinking trough.

Shepherds Lane Grazing

Shepherds Lane Grazing is gently sloping field (from north to south) with vehicular and pedestrian access from Shepherds Lane along its southern boundary, which consists of a timber post and rail fence. The field has a public right of way running through it, adjacent to the Shepherds Lane hedgerow, which forms its Eastern boundary. To the Northern boundary there is a dilapidated horse shelter adjacent to an overgrown hedgerow with the western boundary being formed by a post and rail fence to base of Paddock Mound.

Red Lees Pond

Red Lees Pond is a permanent body of water to the south west corner of the site. It has considerable reed coverage with only the central portion being open water. There is the remnant of a small, former pond dipping platform adjacent to the public right of way which runs through the centre of the site and a small pit mound to the northern and western part of the area covered in part by Gorse and Broom. The Northern boundary of the area is formed by Ketley Canal, a residential boundary to the West, the banks of Paddock Mound to the East and Red Lees Public right of Way to the South. A main entrance point to the site is formed where the two public right of ways meet consisting currently of an aging kissing gate/ post and rail fence.

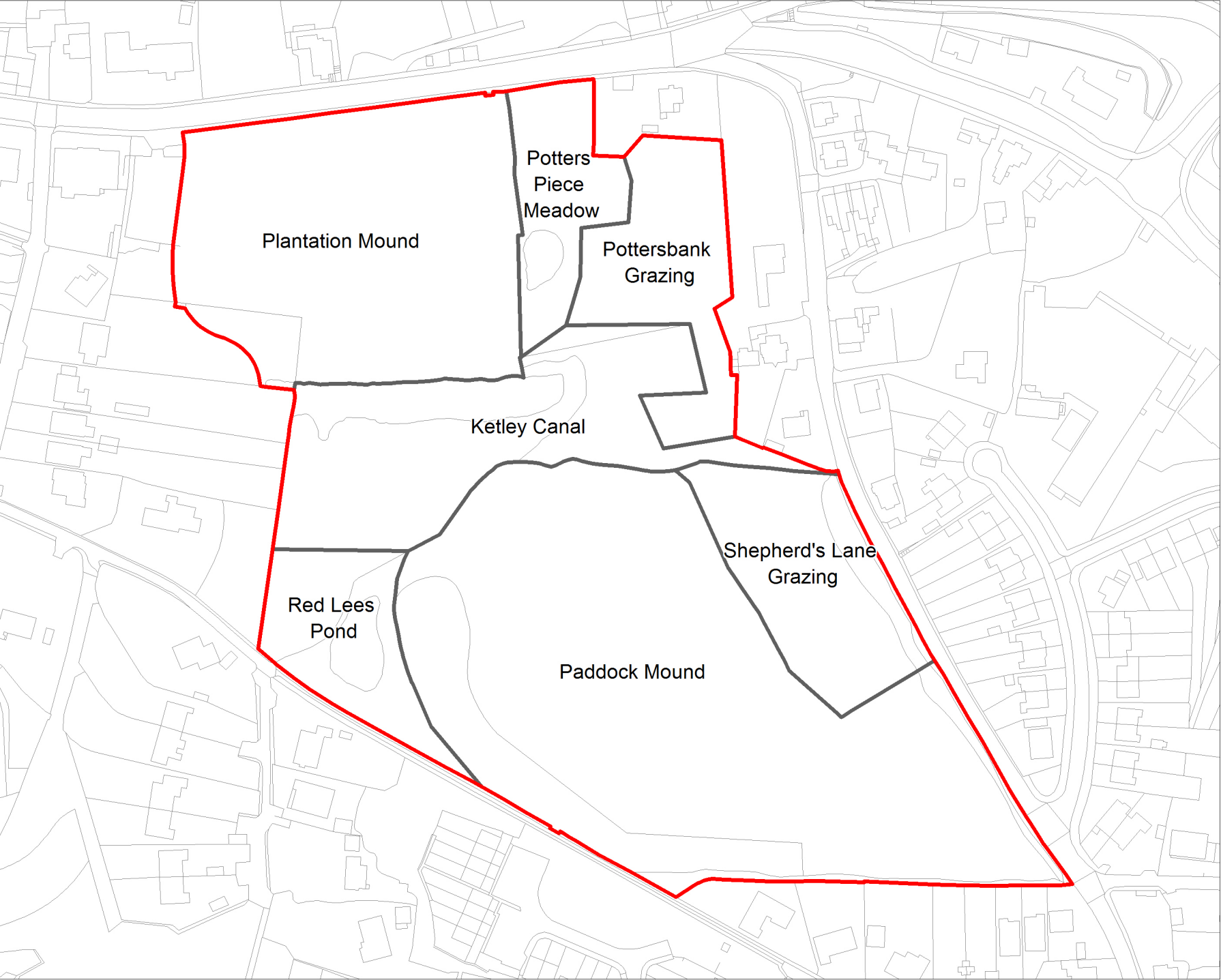
Plantation Mound

Plantation Mound is the remnant of the former Mine pit and as the name suggests, spoil heap. Following the closure of the pit in the 1900's, the mound was planted with Scots Pine along the Potters Piece and Ketley Canal boundaries. This provides a prominent landscape feature and an important nesting site for a pair of Buzzards, the Mound is also the home to an active Badgers set. The Mound is the only area of the site covered by a Tree Protection Order.

Paddock Mound – The Glade

Paddock Mound, from where the site takes its name is the remnant pit mound of a Pennystone, mine. The area is steeply sloped and wooded on the northern, eastern and western boundaries with access from these sides only available by two sets of steep steps, one from Ketley Canal to the North and a shorter flight from The Glade to the South West. The Glade is a clearing along



the south western boundary, (adjacent to residential boundaries) which is used by Meadows Primary School for Forest School activities. The Southern and south eastern edge of the site is formed by residential boundaries and the hedge line along Shepherds Lane. Where these two meet there is a significant site entrance which provides the most accessible route to the top of Paddock Mound, access to The Glade and Shepherds Lane P.R.O.W. From this entrance there is an arc of heather, broom and gorse covering the slopes of Paddock Mound leading you toward the summit of annually cut meadow having spectacular views of the Wrekin, Shropshire Hills and Cheshire Plane. As you move through this space the sides gradually become steeper and densely wooded which is and will continue to pose a problem in future years as views are being lost.



**Ketley Paddock Mound
Management and
Maintenance Plan**

**Figure 2
Site Plan**

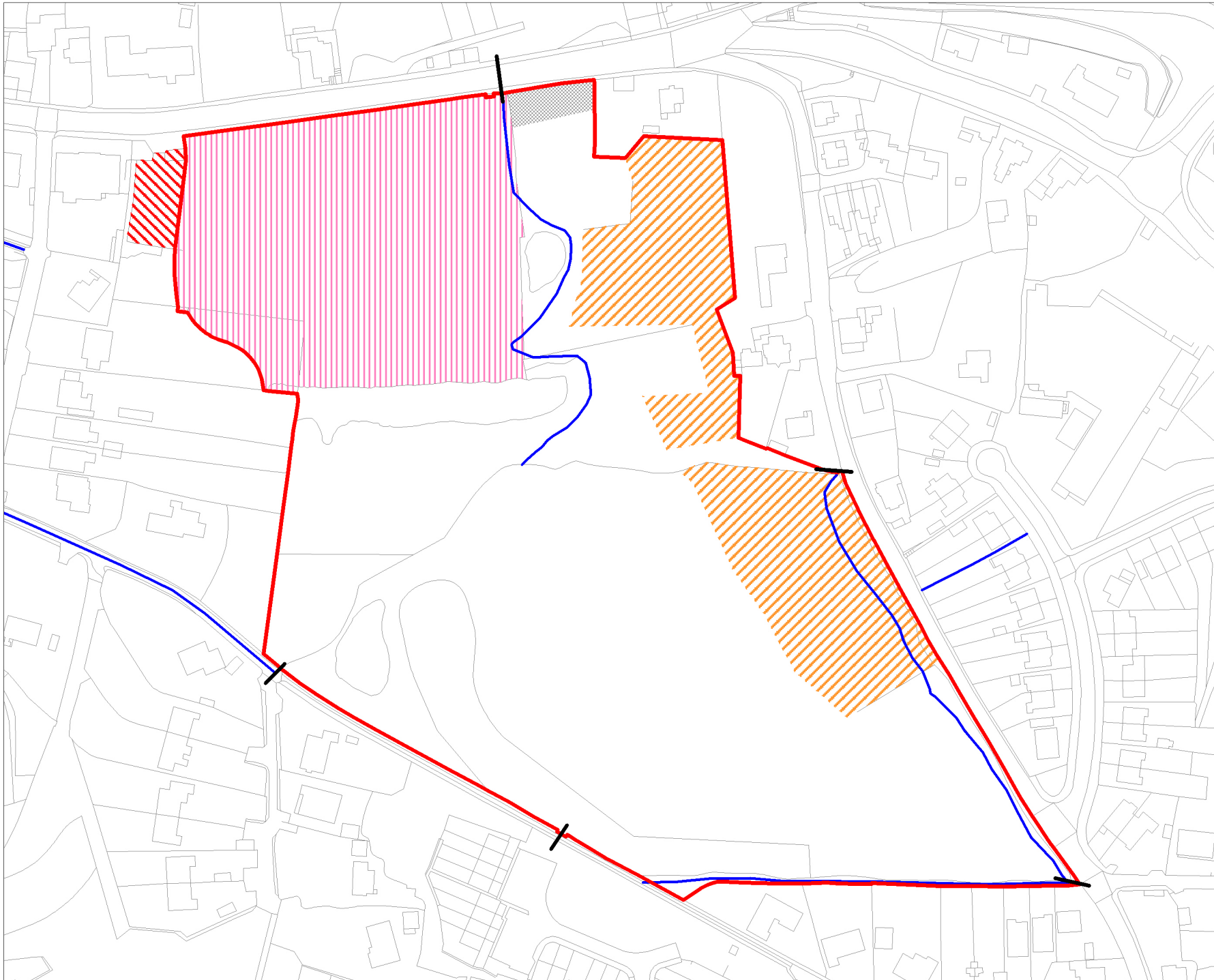
LEGEND

- Boundary**
-  Site Boundary
 -  Character Zones

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Ketley Paddock Mound Management and Maintenance Plan

Figure 3
Designations

LEGEND

- Public Rights of Way
- Entrances
- Boundary
- Site Boundary
- Tree Protection Order
- Grazing Land
- Car Park
- Severn Trent Water Easement TBC

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Archaeological Value

Possibly the most important historical feature within this site is the former Ketley Canal stretch which in part is still watered, a further section has been in filled but it is possible to read this a linear feature, leading up to where the canal entered a tunnel which is now a steep bank in undergrowth.

Its significance stems from the first inclined plane to be connected to an English canal (late 1780's), and for its time its construction was a considerable engineering feat. It was constructed by William Reynolds to transport coal and ironstone to his foundries in Ketley, immediately to the west of the site.

2.2.2 Facilities within Ketley Paddock Mound

Meadows Primary School is currently developing a Forest Schools programme within the site, the focus of activities to be held in the area known as, 'The Glade' which is an area of former meadow adjacent to Red Lees P.R.O.W and Paddock Mound.

2.3 Legal Issues and Designations

2.3.1 Ownership and Covenants

The site is owned by Telford and Wrekin Council.

2.3.2 Leases and Licences

KPC are in the process of agreeing a 25 year lease of the site from T&WC. KPC will be responsible for the on-going management and maintenance of the site for public access and enjoyment for the duration of the lease period.

There are two yearly grazing leases which operate on a renewal notice period of four weeks and these are as follows:

- Potters Bank Grazing Field, running from 24/05/15 to the 22/05/16

- Shepherds Lane Grazing Field, running from 10/11/15 to the 08/11/15

These leases generate £720.00 per annum, which is fed back into the management and maintenance of the site.

Western Power have the right to clear trees under their power lines.

At the time of writing, Severn Trent Water is understood to have an easement and possibly land ownership adjacent to the B5061 Holyhead Road. This relates to the maintenance of their surface water balancing tanks but full details are yet to be established.

2.3.3 Designations

The site currently has no official designation but is referred to by Telford and Wrekin Council as a public open space. During the 1980's, it was designated as a site of 'Ecological Value' by Telford Nature Conservation Project.

The site is currently being considered for designation as a County Wildlife Site and has been noted by the Shropshire Wildlife Trust as having considerable value in a local and county context.

Public Rights of Way

There are two public rights of way across Paddock Mound; these are footpath 149 (across the centre of the site) and footpath 152 which runs to Quarry Lane, both from Red Lees to Shepherds Lane. See Figure 2 - Site Plan.

2.4 Historical context

Paddock Mound is an area of land upon which was constructed part of the Ketley Canal. The stretch was used to transport raw materials from Oakengates/Snedshill to the Ketley Ironworks.

The canal was an idea conceived by William Reynolds as a means of transporting coal and ironstone from the Oakengates area to his works at Ketley. The poorly metalled road between Oakengates and Shrewsbury via Ketley was constantly churned up by the passage of many coal carts, making it treacherous at all times and often impossible.

Two major difficulties were a fall of 73 feet in the ground between Ketley Works and the Oakengates Works, and the shortage of water in the district due to many years of mining in the area. The 73 feet of fall was overcome by the adoption of an inclined plane between the ends of the upper and lower canals. The idea of an inclined plane was not a new one, but William Reynolds was the first to construct one on an English canal and it is believed to have been sited to the south west of Paddock Mound.

Work began on Ketley Canal in 1787, but unfortunately due to the closure of the Ironworks it became disused in 1816.

Work has been undertaken by Wrekin Council under Land Reclamation grants to improve the site with regard to access and key features within the area. The capping of mine shafts, improvement and installation of footpaths, gates, dredging and clearance, are all part of the initial rejuvenation which was carried out during the late 1970's. The site is now ready for the implementation of an on-going maintenance regime.

Paddock Mound which has far reaching views and in 1977 was used for a large bonfire as part of the celebrations for Queen Elizabeth II's Silver Jubilee.

2.5 Recent projects

There have not been any formal projects within the last ten years outside of the regular scheduled maintenance and the FoKPM's recent activity with Green Gym and weekly work parties.

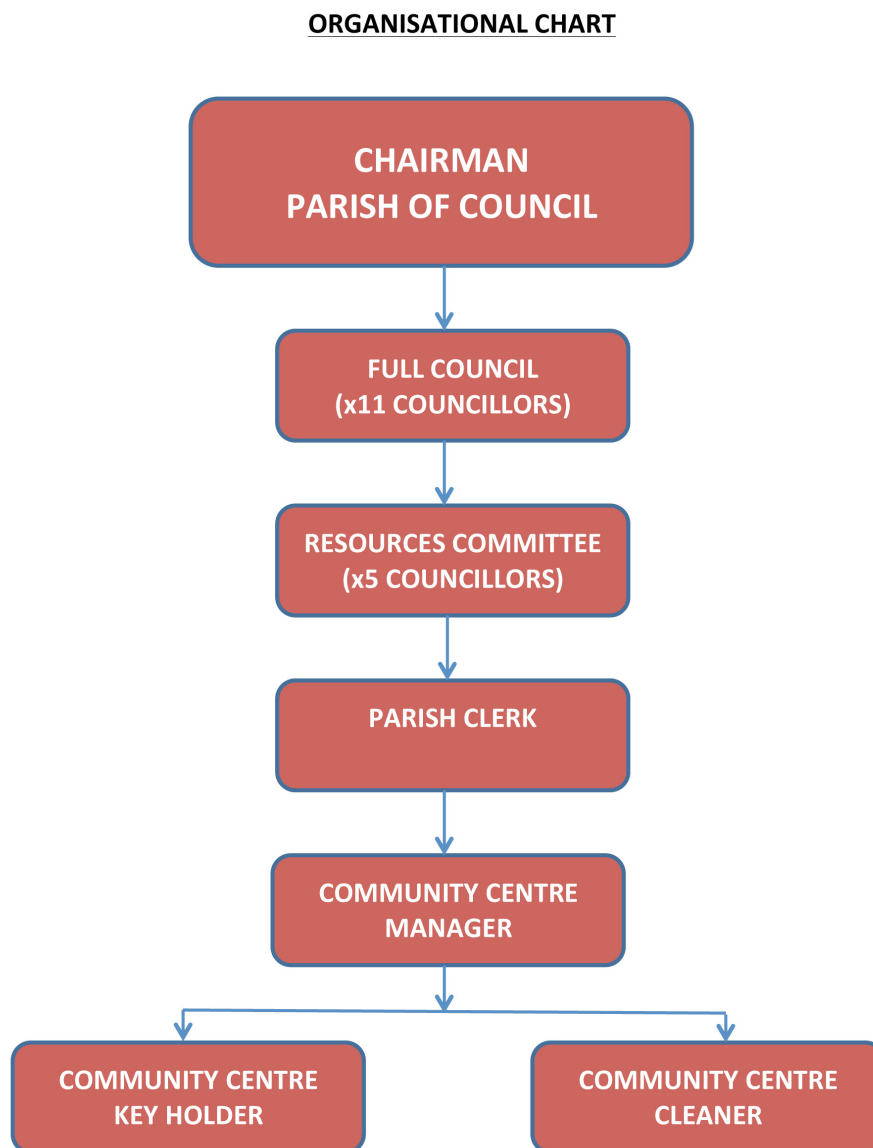
2.5 Policy Context

The Parish Plan is the main form of policy currently guiding Ketley Parish Council activities. This is due to be updated during September 2015 and a year's consultation period will follow prior to the final version being available. Further policy context and updates will then be added to this plan.

2.6 Organisational Context

2.6.1 Ketley Parish Council

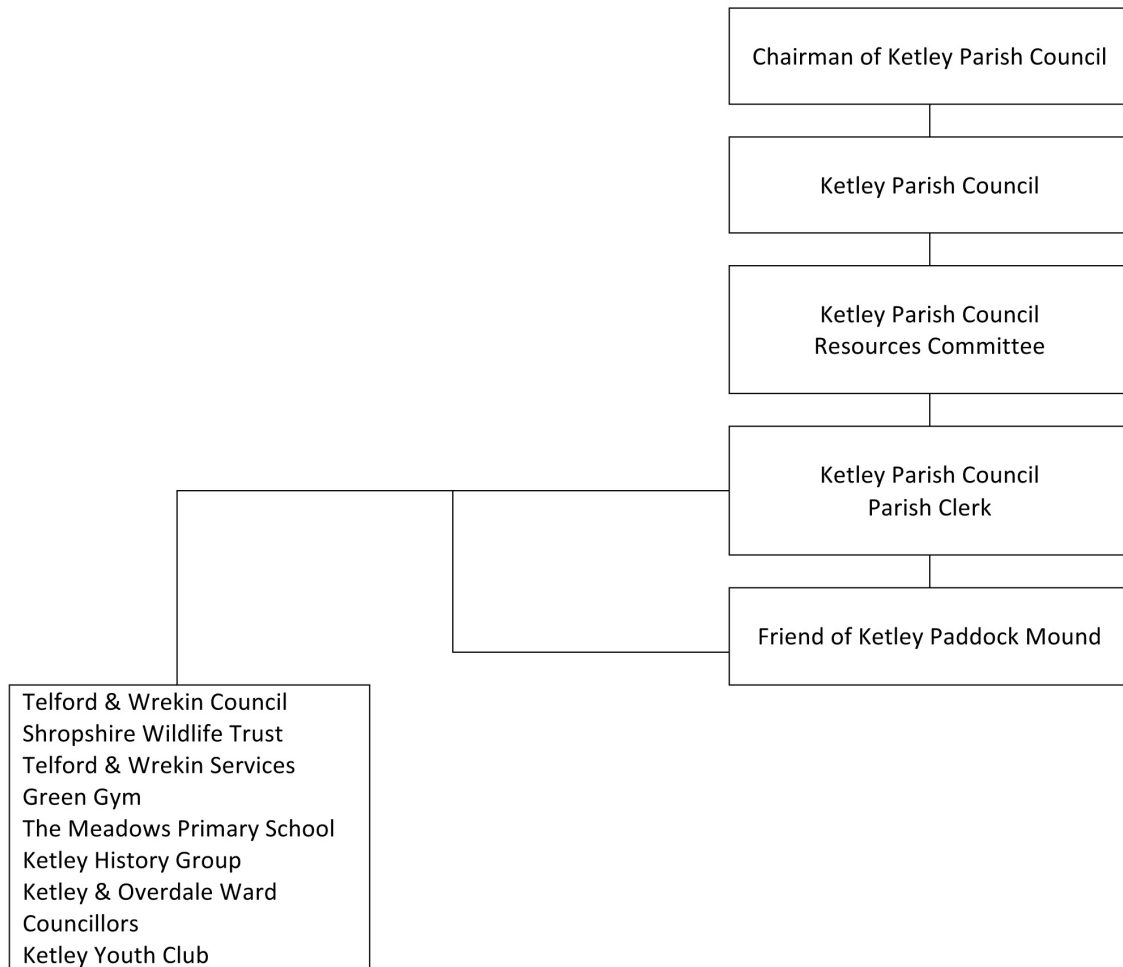
The organisational structure for Ketley Parish Council is set out in the organogram below.



2.6.2 Site Management Structure

The management structure Ketley Paddock Mound is set out in the organogram below.

Management Structure for Ketley Paddock Mound





2.7 Current Maintenance Arrangements

Telford and Wrekin Council currently maintains Paddock Mound to the following schedule:

- Meadow cut annually on Paddock Mound to grade 5 and arisings removed in September
- Pathways cut back - 4 times a year
- Bins emptied - once a week
- Litter pick grass areas - monthly

Ketley Parish Council has established an annual revenue budget of £8,000 for work on site. In addition, the Parish Environmental Team (PET) consisting of 1 full time member of staff and an apprentice, are dedicated to the site 1 day per week.

2.7.1 Tree maintenance

- There has not yet been a tree condition survey commissioned and works are typically reactive.
- There has been a BS5837 Tree Survey undertaken in light of the recent planning application.
- TWS are currently commissioned by Telford & Wrekin Council to maintain the trees on the site.
- There are currently no tree work/ safety inspections – in relation to publically accessible areas/ pathways/ adjacent to houses and the B5061 Holyhead Road apart from on need to basis.
- There are not currently any bird or bat boxes.

2.7.2 Pond Maintenance

There are three bodies of water within the site and it is important that these are kept free of rubbish and invasive species.

- Water bodies are currently maintained by Telford and Wrekin Council on request.
- It is the aim of KPC to maintain these bodies of water for their habitat benefit and also to preserve the historic canal feature where possible.
- The Environment Agency has yet to be formally consulted at the time of writing.

2.7.3 *Hedges*

- PET are yet to receive any formal traditional Hedge maintenance/ hedge laying training.
- FoKPM have received some training in Dead Hedging from Green Gym.
- There are several potentially historic hedges at KPM which could be part of field boundaries predating mining activity.
- T&WC Highways / Greencare are responsible for the hedge on Shepherds Lane.

2.7.4 *Nature Conservation Works*

Although without official designation, Ketley Paddock Mound is managed as a semi natural environment.

2.7.5 *Planting i.e. shrub beds, winter and summer bedding*

Planting that aids structural boundaries and is of native species will be required as will the provision of native woodland understory, wetland, marginal and meadow planting where required. There will also be the requirement to remove non-native and invasive species.

2.7.6 *Buildings Management and Maintenance*

Toilet facilities are proposed to be available at the nearby Cemetery/ Gardens of Rest during 2016 and are currently available at the Ketley Parish Council Community Centre.

2.7.7 *Infrastructure and Other Facilities*

KPC is responsible for the maintenance of the footpaths, steps, entrance gates, benches, signage, grange car parks, fences, seating and litter bins across the site.

Ketley Paddock Mounds infrastructure is inspected on a weekly basis by PET while carrying out grounds maintenance operations or parks patrols and also in greater detail by the Clerk of KPC on a monthly basis.

Graffiti is removed by T.W.S with offensive graffiti is removed within 24 hours.

Fly tipping when reported to the Clerk of Ketley Parish Council will be removed by Telford and Wrekin Services (TWS) and where possible investigations are completed by Enforcement Officers.

Are there reports to consider:

- In relation to the recent planning application a stability of slopes and Ground/ water contamination report was commissioned relating only to the grazing fields.

2.7.8 Equipment and Maintenance

The Parish Environmental Team are subcontracted from TWS and therefore all equipment maintenance, inductions covering health and safety and safe use of machinery are carried out by TWS.

Risk assessments for KPC staff, are also carried out in accordance with TWS Works Procedures. This document includes details on tool maintenance responsibilities, equipment loan, first aid supplies and damaged equipment etc. Equipment inventories are maintained for Paddock Mound/ KPC equipment generally with regular stock and tool checks are completed.

Risk assessments for Volunteers/ Friends & PET:

There are currently no standard risk assessments or risk assessment templates for individual FoKPM / PET activities or joint activities.

The PET vehicle is subject to checks and annual maintenance by TWS.

2.7.9 Cleanliness

Site maintenance and infrastructure within the Park is currently guided by the limited maintenance schedule and the Health and Safety of all those on site. A more coordinated response to maintenance i.e. vandalism needs to be developed between KPC/ Friends and TWS through staff training & revenue budgets.

Litter picking/ leaf collection/ grass cutting is carried out by the PET/ TWS.

The provision of information for the general public in respect of the maintenance operations being carried out is also important and where possible press releases and signage are arranged.

2.7.10 KPC risk assessments

Currently there are no specific risk assessments to potentially hazardous trees within the more public areas of Ketley Paddock Mound, the steep slopes and bodies of water.

2.7.11 Pesticide practice (since 2004)

Pesticide is used in a limited fashion for the treatment of invasive and non native species where hand weeding is impractical or inappropriate, such as for the treatment of Japanese Knot Weed and also for the spot treatment of species which are detrimental to certain habitats.

The objective of this practice is to:

1. Set an overall aim to eliminate or reduce to a minimum all types of pesticide herbicide and fertiliser use
2. Review annually the types and quantities of pesticides, herbicides and fertiliser used within the park, with a view to eliminate or reduce.
3. When pesticides, herbicides and fertilisers are used, consider systematic process of evaluation, including efficiency, environmental considerations, employee and public safety, before approval is granted. Justification for its use and review alternative methods.
4. Pesticides, herbicides and fertilisers which are used should conform to regulatory guidelines and be stored, applied, disposed of and documented correctly.
5. Encourage implementation of integrated weed and pest control management programs in order to meet the parks' commitment to reduce and minimize pesticide, herbicide and fertiliser applications.

2.7.12 Dog fouling practice (since 2003)

Under the Dogs (Fouling of Land) Act 1996 all dog owners or persons in control of dogs must clean up straightaway after their dog has defecated in a public place. Within the Ketley Paddock Mound the Telford and Wrekin Council currently has access to utilising the following resources:

- A Borough wide dog warden with powers to issue fixed penalty notices.

- CSO's within the Borough also have delegated powers to issue fixed penalty notices.
- There is some limited signage which is now quite faded and innocuous, requesting that the public 'clean up after their dog'. Within Paddock Mound the public are allowed to dispose of dog waste within the existing litter bins as the provision and maintenance of designated dog litter bins is cost prohibitive.

2.7.13 Fly tipping practice (since 2003)

The current Grounds Maintenance Contract with T.W.S specifies removal within 3 days and disposal of the waste at an authorised waste disposal site. Fly tipping includes all of the following: 'All litter, refuse, furniture, household appliances, building material, aggregates, garden refuse, commercial or industrial waste or products that have been purposely tipped or dumped'

The contractor then records all cases of fly tipping and will investigate the materials tipped with a view to finding any information relating to the source/owner of the rubbish.

2.7.14 Graffiti practice (2003)

Graffiti if, 'Deemed offensive in any way' is removed within 2 hours either by TWS contracted staff. Non-offensive graffiti is removed by TWS based on the location and porosity of the paint used.

2.7.15 Vandalism practice (2003)

Vandalism throughout Paddock Mound is dealt with based on the level of risk to site users.

If necessary high risk elements of vandalism will be either removed immediately or temporarily fenced using heras style fencing or similar to prevent public access. Remedial action will then be taken.

2.8 Community Context

2.8.1 Key Stakeholders

Friends of Ketley Paddock Mound

The friends of Ketley Paddock Mound were established in 1980 when the site was first threatened from development. An extension to Woodside road was to pass through the site, linking with the B5061 Holyhead Road, as part of the new Ketley Town Estate. The group campaigned vigorously for the plans to be rejected; quickly raising sufficient funds for specialist representation at a Public Enquiry where inspectors judged in their favour and the site subsequently passed into public ownership.

A small plaque on the gate leading to the mound from Potter's Bank commemorates the part played by the "Paddock Mound Preservation Group".

With the threat of development diminished, the friends reduced their activities but continued to have a presence with several of the original members revitalising the group when intervention was required or an opinion needed.

Development again threatened Ketley Paddock Mound in 2014, the Friends opposed plans to build 12 houses off Shepherds Lane and widen the carriageway; this was again overturned in their favour and has ultimately resulted in the galvanising of the group, the transfer of KPM from TWC to KPC on a 25 year lease and development of this plan.

The Friends of Ketley Paddock Mound (FoKPM) are a constituted group, set up to carry out the following objectives:

- To ensure that the Paddock Mound site is properly managed and maintained.
- To make the site a place to be enjoyed by people of all ages and to be safely accessible.
- To educate all on the extent of wildlife, flora and fauna to be found on the site and to ensure its protection.
- To enhance the site using volunteer work-parties.

- To form links and work cooperatively with the local authority, businesses, community groups, charities, schools and other appropriate organisations such as the Telford Green Spaces Partnership.
- To resist attempts to allow housing development on any part of the site.
- To organise fund-raising events as and when necessary to fund these objectives.

Meadows Primary School

Meadows Primary School currently carrying out some limited activities within the 'Glade' area as they grow their Forest School programme. The intention is to further develop this from autumn 2015, taking several classes per week to the site and working with the FoKPM and KPC to achieve mutually beneficial outcomes. Activities will be integrated in to the wider management and maintenance of the site, helping to preserve habitats and utilising waste materials such as timber for educational purposes.

Shropshire Wildlife Trust

Shropshire Wildlife Trust has been consulted in the development of this management plan and recommendations in the practical management of each character zone have been agreed. The Friends are currently in the process of becoming an Affiliated Group.

The agreement benefits the group by:

- Allowing the Friends to use the name of Shropshire Wildlife Trust on their promotional material and in support of their activities.
- The Wildlife Trust support the group with advice and guidance on a range of wildlife related issues.
- Benefits from health and safety/ Disclosure and Barring (DBS), Insurance and appropriate training against liability and risk.

2.8.2 Demographics

The following tables set out key demographic data taken from the 2011 Census, which was downloaded from Neighbourhood Statistics and Nomis at Lower Super Output Area level for Telford and Wrekin Borough, comparing this to statistics for the West Midlands region and for England as a whole.

Population by Age Group

Telford and Wrekin has a slightly younger age profile than the West Midlands region and England as a whole. The Borough has a slightly higher proportion of residents aged under 29 (24.8%) compared to the regional (23.5%) and national averages (22.7%). The borough is also home to fewer persons aged over 60 (20.5%) than elsewhere in the West Midlands region (22.9%) and England (22.3%).

Age	Telford & Wrekin	West Midlands	England
Under 5	6.80%	6.30%	6.30%
5 - 11	8.50%	8.20%	7.90%
12 - 18	9.50%	9.00%	8.50%
19 - 29	14.40%	14.70%	15.00%
30 - 39	12.90%	12.60%	13.30%
40 - 49	15.30%	14.50%	14.60%
50 -59	12.20%	12.00%	12.10%
60 - 69	10.80%	11.00%	10.70%
70+	9.70%	11.90%	11.60%

Population by Ethnic Origin

The majority of the population of Telford and Wrekin borough are White British (89.5%), much higher than the regional (82.7%) and national averages. The proportion of the population from a black or minority ethnic background within the borough is 7.4%, around half of the national average (14.6%) and far less when compared to the West Midlands region (17.4%).

Ethnic Groups	Telford & Wrekin	West Midlands	England
White	92.70%	82.70%	85.40%
White: English/Welsh/Scottish/Northern Irish/British	89.50%	79.20%	79.80%
White: Irish	0.40%	1.00%	1.00%
White: Gypsy or Irish Traveller	0.10%	0.10%	0.10%
White: Other White	2.70%	2.50%	4.60%
Mixed/multiple ethnic groups	1.80%	2.40%	2.30%
Mixed/multiple ethnic groups: White and Black Caribbean	0.90%	1.20%	0.80%

Ethnic Groups	Telford & Wrekin	West Midlands	England
Mixed/multiple ethnic groups: White and Black African	0.20%	0.20%	0.30%
Mixed/multiple ethnic groups: White and Asian	0.50%	0.60%	0.60%
Mixed/multiple ethnic groups: Other Mixed	0.30%	0.40%	0.50%
Asian/Asian British	4.20%	10.80%	7.80%
Asian/Asian British: Indian	1.80%	3.90%	2.60%
Asian/Asian British: Pakistani	1.30%	4.10%	2.10%
Asian/Asian British: Bangladeshi	0.10%	0.90%	0.80%
Asian/Asian British: Chinese	0.40%	0.60%	0.70%
Asian/Asian British: Other Asian	0.50%	1.30%	1.50%
Black/African/Caribbean/Black British	1.10%	3.30%	3.50%
Black/African/Caribbean/Black British: African	0.60%	1.10%	1.80%
Black/African/Caribbean/Black British: Caribbean	0.40%	1.50%	1.10%
Black/African/Caribbean/Black British: Other Black	0.10%	0.60%	0.50%
Other ethnic group	0.30%	0.90%	1.00%
Other ethnic group: Arab	0.10%	0.30%	0.40%
Other ethnic group: Any other ethnic group	0.20%	0.60%	0.60%

Household Tenure

The table below shows the proportion of households across a range of different tenure types. This shows that almost two thirds of households in Telford & Wrekin are owned (63.7%) slightly less when compared to the West Midlands region (64.9%) but greater than the national average (63.4%).

	Telford & Wrekin	West Midlands	England
Owned; Owned Outright	27.2%	32.3%	30.6%
Owned; Owned with a Mortgage or Loan	36.5%	32.6%	32.8%
Shared Ownership	0.4%	0.7%	0.8%
Social Rented	19.7%	19.0%	17.7%
Private Rented	15.0%	14.0%	16.8%
Living Rent Free	1.2%	1.5%	1.3%

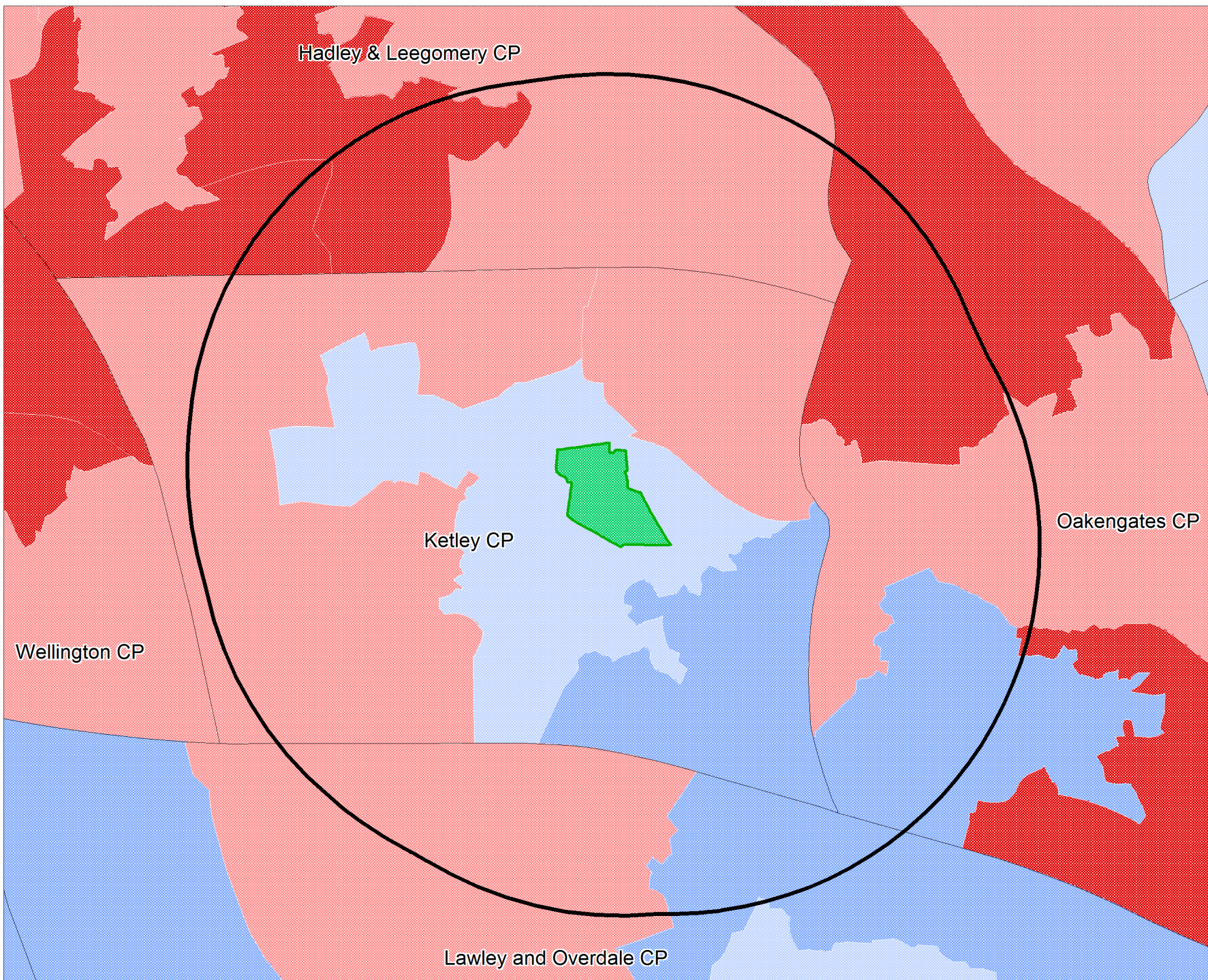
Household Composition

Telford and Wrekin Borough has a higher proportion of lone parent households with dependent children households, and also a higher rate of households composed of couples with dependent children, compared to the West Midlands region and across England as a whole.

	Telford & Wrekin	West Midlands	England
One Person - 65 and Over	10.7%	12.6%	12.4%
One Person - Other	14.5%	16.9%	17.9%
Couple - No Children	19.5%	16.9%	17.6%
Couple & Dependent Children	22.0%	19.7%	19.3%
Couple & All children Non-Dependent	6.7%	6.7%	6.1%
Lone Parent & Dependent Children	8.1%	7.5%	7.1%
Lone Parent & All Children Non-Dependent	3.6%	3.8%	3.5%
All Aged 65 and Over	7.8%	8.9%	8.4%
All Other Households	7.0%	7.0%	7.7%

Deprivation

Figure 4 overleaf shows the 10 lower super output areas (LSOAs) that are within 1km of Ketley Paddock Mound. There are 7 LSOAs in the catchment within the top 30% most deprived in England. Of these, 3 lower super output areas are within the top 20% most deprived areas. The two most deprived LSOAs overall are in the Hadley and Leegomery Parish. The average overall indices of multiple deprivation for the catchment is 31.3% (where 1% is most deprived) and the average overall indices of deprivation for Ketley Parish is less deprived at 40.1%.

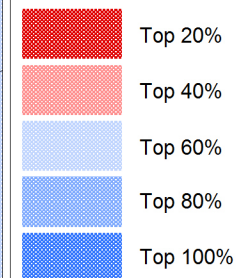


Ketley Paddock Mound Management and Maintenance Plan

Figure 4
Indices of Deprivation
(Overall)

LEGEND

(Most Deprived)



(Least Deprived)

Boundary



Buffer



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Drawn by: NE	Checked by: AS	Date: 12/06/15
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2.9.3 Recent Consultation

Recently there has been some consultation undertaken by the FoKPM with the local community via the Ketley Parish Council newsletter. A questionnaire was also circulated to Ketley residents at the Senior Citizen Christmas Voucher Day and those attending the Celebrating Local History Day, arranged by The Meadows School and Ketley History Group. The outcome of this consultation was that the local community feel that the site should be a green space that can be enjoyed by local people although no formalised data was provided.



3 Where do we want to get to?

Ketley Paddock Mound is a vital element of the Ketley Parish community. As with all successful semi-natural green spaces, its purpose is to offer an inviting and enjoyable environment, meeting the needs of the local and wider community as a place of calm or informal recreation whilst respecting and encouraging wildlife. By involving park users, the Friends of Ketley Paddock Mound (FoKPM) and other members of the local community as the main drivers in its management and improvement, the aim for KPM is to foster a sense of local pride and community cohesion.

The vision for KPM is:

'To maintain and enhance Paddock Mound for the benefit of the local and wider community whilst encouraging biodiversity and celebrating its rich cultural and industrial heritage. Preserving and protecting its mosaic of habitats from unwelcome intervention and providing opportunities for education, recreation and relaxation.'

The analysis and recommendations section of this Management and Maintenance Plan is structured around eight aims which are based on the key Green Flag criteria:

- For Ketley Paddock Mound to be a welcoming place for visitors.
- To ensure that visitors to the site have a safe and secure experience.
- To ensure that the KPM is kept clean and well maintained for visitors.
- The sustainable management of site resources.
- That we conserve and manage our conservation and heritage features.
- That we increase and encourage community involvement.
- Ensuring the effective and suitable marketing of KPM.
- That we implement our management strategies.

3.1 A welcoming place

3.1.1 Welcoming

KPC has been described by local people as a 'Hidden Gem' and although it is adjacent to several public buildings and fronts the main B5061 Holyhead Road, it is not obvious that it is publically

accessible and therefore is currently without an obvious visitor 'welcome'. This is due to some site entrances being overgrown, preventing views into the site and restricting access. It can be said that this lack of formalisation adds to its localised character and potential over-designing of entrance features could detract from this. Part of the land at the Holyhead Road B5061 entrance is subject to a Severn Trent easement or may even be owned in part by them. This area of land is currently overgrown and so to improve the access to and welcome of the site and understanding of the ownership and maintenance liabilities must be established so that the area can be properly maintained.

Although lacking a designated main entrance, there are several entrance points across the site. Access is currently gained from five locations; Shepherds Lane (x2), B5061 Holyhead Road (x1) or Red Lees (x2). All of these access points pose car-parking problems. Travelling visitors wishing to access the site from any of these five points are restricted to leaving vehicles in inappropriate areas, blocking pathways, driveways, or inappropriately parking on the busy B5061. It has been proposed by KPC and the FoKPC that the small (20 vehicle) car park along the B5061 adjacent to Ketley Youth Club could act as a future site car park and a new access point, helping to retain the seclusion of the area.

KPM is surrounded by the housing developments of Red Lake, Ketley and the most recently completed Millennium Community. The site is bounded by the B5061 Holyhead Road to the north and by Shepherd's Lane to the east. The south of the site is intersected by a public footpath known as Red Lees. The western fringes of the site fall into private ownership.

Recommendation(s):

1. Sensitively and appropriately clear any overhanging or dense vegetation around entrances, currently limiting access into and preventing views into the site, with specific attention paid to the Holyhead Road entrance, Red Lees Pond entrance and Shepherds Lane entrance.
2. Designate the car park for Paddock Mound (adjacent to Plantation Mound, Ketley Youth Club and Ketley Parish Council) as the official site car park with appropriate signage, into and from it (via the Red Lees or Holyhead Road entrances) and any promotional or online material to publicise this.
3. Establish the extent of possible ownership, easement rights and maintenance liabilities of Severn Trent.
4. Remove self set ash & sycamore to open up views into the site, opening up Potters

Piece for community use .

5. Remove redundant fence line at Potters Piece adjacent to the B5061 Holyhead Road entrance.

3.1.2 *Good and Safe Access*

Public transport

The number 44 bus route operated by Arriva stops adjacent to the site entrance on the B5061 Holyhead Road, running a 10 minute service during peak times Monday to Saturday and a limited half hourly service on Sundays and Bank Holidays. The service connects the site to Leegomery and the Princess Royal Hospital in one direction, via Wellington and Telford Town Centre out toward Madeley and the Ironbridge Gorge in the other direction. There is a small bus shelter and timetable present adjacent to the site entrance and a bus stop and timetable in the opposing direction.

Road access

The site is predominantly served by the busy B5061, Holyhead Road, as the name suggests being the former Thomas Telford, London to Holyhead Road (A5). This roughly followed the Roman road, *Iter II* or Watling Street as it was named by the Anglo-Saxons a formalisation of an older track way used by ancient Britons. Shepherds Lane is a single carriageway running adjacent to the eastern side of the site, giving access for local traffic between the B5061 and the B4373, Mossey Green Way, whereas the western edge of the site is skirted by Red Lees, again a single carriageway providing residential access.

Local pathways/ networks

The footpath network currently consists of a network of formal and informal pathways and desire lines in a variety of materials. There are two public rights of way which cross the site. The few major pathways are informally surfaced, self binding gravel without edging, with desire lines and smaller routes being unimproved or bare earth – There are several routes which

traverse Paddock Mound, one of these being a flight of gravel and sleeper steps with other small flights of steps occurring across the site due to its undulating and uneven nature.

Shepherds lane is without a formal footpath and so users walk through a grazing field which is not easily accessible for a wide range of people. This is to be addressed through the recently secured 'Community Pride' funding where a self binding gravel path will be provided, linking the Red Lees/ Paddock Mound entrance with the Shepherds Lane Grazing entrance. It will enable grater access and separate site users from grazing animals by a post and rail fence.

Recommendation(s):

6. Use Community Pride funding to widen and set back shared pedestrian and vehicular access areas for grazing/maintenance/ emergency vehicles at Shepherds Lane Grazing, Paddock Mound and Holyhead Road entrances, repair and upgrade current pathway (and steps) infrastructure, removing trip hazards and redundant items, provide an appropriate self binding footpath linking Red Lees/ Paddock Mound entrance with the Shepherds Lane Grazing entrance and prevent unwanted motorcycle/ quad bike access.
7. Remove tree stump from the footpath in the Ketley Canal area.
8. Monitor condition of entrances and footpaths as part of monthly site inspection and H&S audit.

3.1.3 Signage

There is no existing signage to identify KPM as being publically accessible from any of its boundaries or entrance points. Being a 'local' site, a drive to provide directional signage from the major road network would not be appropriate but more local 'blue' signs may be welcome from the B5061 Holyhead Road, directing people into the site car park should they wish to visit and helping to eliminate parking issues at other entrance points.

As part of the recently secured 'Community Pride' grant of £32,000, provision for four oak cabinet style notice boards has been included. These are to be located at the main B5061, Holyhead Road entrance, the Red Lees Pond entrance, the Paddock Mound entrance and the Shepherds Lane grazing entrance.

The potential for a coherent series of entrance features/ signs would be welcome at the main access points to the site which could take the form of:

- Entrance features celebrating the history and character of the site, potentially designed by an artist in conjunction with FoKPC/ Key Stakeholders could be installed.
- Entrance signboards could be installed at the main entrance and exit points of the site, showing; who owns it, manages it, helpline/ contact details, website or email address, upcoming events and activities and how to get involved.

In keeping with the character of the site, various forms of interpretation are possible highlighting the industrial heritage and biodiversity. There is potential to direct people to wider routes and walks across the region and provide circular routes for all abilities which promote healthy living.

Recommendation(s):

9. Install 4 No Oak, cabinet style notice boards at the following entrances: B5061, Holyhead Road, Red Lees Pond, the Paddock Mound and the Shepherds Lane grazing entrance.
10. Apply for funding and work with an appropriate designer to create site interpretation panels relating to the industrial and natural heritage of the site one on Paddock Mound and one in the Ketley Canal area.
11. Apply for funding and work with community artist(s) and/ or local children to create temporary and permanent installations around the natural and industrial heritage of the site.
12. Update dogs under control/ dog fouling signage as required.

3.1.4 Equal access for all

Being a more natural site, there is yet to be a formal assessment for DDA, especially in relation to the P.R.O.W & main routes. The site is intended to be used for Forest Schools and the local community more frequently and this may be a consideration, also a circulatory route for the less able should be considered providing it does not overly detract from the informal and historic nature of the site.

Physical improvements to aid access and encourage a greater use of the site are due to be undertaken as part of a recently secured 'Community Pride' grant of £32,000. This is to provide safe access along Shepherds Lane where there isn't currently a public footpath and upgrade steps and pathways.

Recommendation(s):

13. Work with the local community and under represented groups to encourage greater use and awareness – temporary signage advising on access works, publicise works via Facebook & social media – produce a site leaflet and downloadable pdf version.

3.2 Healthy Safe and Secure

3.1.5 Safe equipment, facilities & infrastructure

Different partners are responsible for maintaining and ensuring the safety of KPC's infrastructure, but overall responsibility will lie with Ketley Parish Council once the proposed 25 year lease is signed and agreed.

Recommendation(s):

14. Work with the PET, FoKPM and other stakeholders to ensure that visitor and site safety procedures are fully understood and safe methods of working are adopted at all times.
15. Provide appropriate signage at each entrance, which advises visitors of hazards such as open water and steep slopes or falls from height, to include emergency contact details.

Trees

There has been a limited amount of tree work and monitoring in recent years. Where works have occurred these have typically been reactive. It is proposed that a detailed tree condition survey is carried out to identify any urgent works and to develop a longer-term plan for tree management.

Recommendation(s):

16. A suitably qualified arboriculturalist to carry out a tree condition/ safety survey which is to be reviewed every five years in line with quarterly visual inspections.
17. Develop an ongoing tree management strategy.
18. An appointed person to carry out monthly safety and maintenance checks by walking the site and also after storms or periods of high wind to check for fallen or propped trees adjacent to footpaths, reporting findings to Ketley Parish Clerk.

Hard Landscape

Through the 'Community Pride' grant award, footpath improvements are scheduled to be made across the site by Telford and Wrekin Services. These paths comprise the aforementioned self binding gravel footpath adjacent to Shepherds Lane and the associated fencing to separate users from grazing animals. It will also include the repair, top up and make good of the existing step and footpath infrastructure within the site providing improved access. The maintenance requirements of new and existing paths are to be reviewed by Ketley Parish Council and the FoKPM.

Recommendation(s):

19. Develop a maintenance schedule for entrances, fencing and footpath infrastructure, this is to include: Monthly strimming of edges to 1 metre either side of main footpaths and inspect fencing and footpaths as part of monthly audit.

Water safety

Ketley Parish Mound contains a number of open stretches of water. Currently the site is lacking a water safety policy and associated risk assessments. Currently there aren't any signs in place, making users aware of open water bodies, there are some physical barriers which restrict access but these, in conjunction with the management of vegetation to redirect site users from potential hazards will need to be reviewed.

As part of the management of these facilities biannual water safety inspections should be conducted by a suitably qualified individual and any recommendations made are then acted upon.

Recommendation(s):

20. Ensure that PET staff and anyone working adjacent to or within water bodies are appropriately trained and receive regular toolbox talks

Other safety measures

A range of other safety measures are also in place including:

- First Aid qualified staff available are currently available within the Parish council building, adjacent to Paddock Mound.
- Emergency contacts are to be included as part of the recently proposed signage works to each major entrance.

Risk Assessment

General Risk Assessments for the work carried out by the PET are conducted by TWS. KPC risk assessments are to be developed by an appointed health and safety consultant within the first few months of KPC taking ownership of the site. These will be used to control the risk to employees, visitors, service users and anyone else affected by the work that the Parish Council does.

A set of volunteers risk assessments for work party activities or individual events will be developed in conjunction with KPC and kept in a central location. Individual risk assessments will be and provided prior to any irregular or one off event taking place.

A full set of risk assessments will be maintained for the site and reviewed on an annual basis or if major changes take place by the Parish Clerk. These include risk assessments for trees, buildings (including fire risk assessments), watercourses and operational risk assessments i.e. COSHH, manual handling. Major changes, specific incidents or complaints will also prompt a review. Reviews are also conducted before employing a young person and once an employee knows that she is pregnant.

Recommendation(s):

21. Appoint an appropriately trained advisor to risk assess the site and review standard maintenance activities prior to the lease taking effect.
22. Carry out risk assessments for members of the public using the site with particular attention paid to water bodies, steps, slopes and dog fouling followed with monthly site inspection and recording.
23. Obtain and hold in a central location all risk assessments for all PET staff, FoKPM and stakeholder site work, tools, equipment and activities prior to their commencement including names and certification of first aiders, which are to be updated as required and reviewed annually.
24. FoKPM to provide KPC with full risk assessments of all work party activities prior to their commencement, which are to be checked and signed off by a suitably qualified individual.
25. FoKPM to ensure a first aid trained member is available at all times whilst carrying out work party activities.
26. Regularly review and update risk assessments as required.

3.1.6 Personal safety in park

The site is patrolled by FoKPM, local CSO's and the PET on a regular basis, offering a familiar and reassuring presence to park users. Vandalism and anti-social behaviour can occur within the site and wider area; however the Council work with the local community, as well as the Council's Safer Communities Officer and local police in tackling any issues as they arise.

Graffiti is an occasional issue at Ketley Paddock Mound and is removed by TWS district wide Graffiti Team. Offensive graffiti is removed immediately.

Illegal riding of motorcycles has been an issue at Ketley Parish Mound in the past. Previous Investment has provided physical barriers at key entrance points and has been noted as an important factor in preventing illegal motorbike use in future. The situation is monitored by the PET and FoKPM and incidents are addressed by working with the local Police and CSOs.

At the time of writing there are no significant concerns with respect to security and personal safety.

Recommendation(s):

- 27. Accidents or near misses to be reported to the Parish Clerk and fully recorded in accident book.
- 28. Report and record any incidents of antisocial behaviour to the local Police / CSO contact.

3.1.7 Dog Fouling

Local Dog Walkers use the site regularly and dogs may often be found off leads. It has been noted by residents and in particular the Shropshire Wildlife Trust and Green Gym that dog fouling in some areas is an issue and hazardous to site users and work parties. There have been no particular recorded incidents of dangerous dogs but bylaws require dogs to be “kept under control”. The Clean Neighbourhoods and Environment Act 2005 has repealed the Dogs (Fouling of Land) Act 1996 and dog fouling is now one of five dog control matters that can be regulated by way of Dog Control Orders. Dog waste in Ketley Parish Mound is co-disposed with other general litter waste streams and some bins are marked up to this effect however the site would benefit from further signage and inspection from wardens, especially as the site is to be more widely promoted and used for increased Forest School activities.

TWC has a dog warden to carry out enforcement actions as required, although the role is one that covers the whole Borough.

Litter and dog bins are available at: Shepherds Lane Grazing entrance, on Paddock Mound and on the B5061 Holyhead Road near the site entrance.

Recommendation(s):

29. Confirm whether bye-laws / general rules of site are enforceable and if so, include them adjacent to or within site signage boards and at entrance points via appropriate pictograms.
30. Closer working relationships to be developed between TWC dog warden/ enforcement officers, FoKPM and the CSO's who can support a Good dog type campaign dealing with education and enforcement.

3.1.8 Appropriate Provision of facilities

KPM is a reclaimed and naturalised green space featuring succession vegetation and three small bodies of water. Provision of formalised facilities would not be appropriate and historically the site has been used for small scale informal recreation, local community and school events.

Current facilities include:

- Area earmarked for Forest School activities.
- Several Litter and Dog Bins.
- Benches.
- Picnic Benches (one currently dilapidated and recommended for removal).
- Informal recreation area to the top of Paddock mound.

It is important to provide facilities in-line with the current need and user profile as not to alter the special character of the site and detract from its 'natural' feel.

Recommendation(s):

31. Develop an agreed site 'style' where future infrastructure, bins and benches are updated in keeping with those already existing.
32. Work in partnership with Meadows Primary School to develop the Forest School area

via quarterly management meetings.

33. Define the lower terrace of Paddock Mound as the picnic area, relocating and providing new seating, separating this from the informal recreational meadow area.

3.1.9 Quality of equipment, facilities & infrastructure

The range and quality of facilities at Ketley Paddock Mound are varied but not unexpected at a site of this type and nature. Some older infrastructure will require increasing levels of maintenance and replacement within the lifetime of this Management and Maintenance Plan. The timber sleeper steps, fences, gateways, and gravel paths have been installed for some time and some sections have deteriorated or been replaced. These should be monitored in line with the monthly inspection regime and replaced where necessary.

Recommendation(s):

34. Develop a schedule and agreed time table of ongoing maintenance between the weekly work of the PET, the FoKPM and repairs to the sites infrastructure and annual cut and collect to Paddock Mound by T&WC.
35. Remove redundant fencing to Shepherds Lane Grazing once new footpath and fencing is installed to hedgerow.

3.3 Clean and well maintained

3.3.1 Litter and Waste Management

Most areas of the site are generally free of litter and three new dual purpose litter and dog waste bins have been provided by TWC. The bins are provided near to each site entrance and there is also one on Paddock Mound, all bins are emptied by T&WC once fortnightly. PET currently sweep the path along the Red Lees right of way once per month and as required, clearing main routes across the site every month. Vegetation is cut back to one meter from the pathway four times per year, currently by T&WC and monthly litter picks along the more formalised footpaths, including public rights of way by PET.

Ketley Parish Council has a recycling policy for council buildings but not currently for Paddock Mound and there is currently no provision for recycling litter on site, bins are dual use. It is proposed that future events held at Paddock Mound will have provision for recycling.

Fly tipping occurs within the park on an occasional basis and this is monitored by the FoKPM and KPC staff. Visitors and site users can also report incidents to the Parish Clerk. Where fly tipping occurs this is removed by either PET or if necessary the TWS waste management team.

Recommendation(s):

36. Explore the potential for introducing an informal method of sorting and recycling site litter, as and where appropriate, such as plastics, glass and drinks cans separated and recycled when litter picked.
37. Work with Graziers to remove litter and keep their fields free of litter and other waste.

3.3.2 Grounds maintenance and horticulture

Overall Ketley Paddock Mound is relatively free of litter and tipping but has received limited maintenance for a period of time. The site is to be maintained by PET working in conjunction with the FoKPM and Shropshire Wildlife Trust, TWS , and an external contractor for tree works, are also involved in the ongoing maintenance under a 5 year grounds maintenance contract with T&WC who will provide additional support where required. The annual works programme for KPM consists of seasonal pruning, general grass cutting and collection to Paddock Mound, tree management, control of invasive and problematic weeds, moss, fungi and algae growth, hedge maintenance, control of litter. All maintenance personnel have undergone horticultural training based on current TWS Standards and TWS have their own Environmental Policy.

FoKPM currently carry out maintenance such as: scrub clearance, removal of small self set trees, planting and reinstatement works.

The current grounds maintenance contract with TWS is part of a borough wide integrated grounds and waste contract. This contract expires in 2019 and the authority will undertake a review and carry out an options appraisal in 2017.

Recent audits and survey work to prepare this Management and Maintenance Plan have identified some issues relating site maintenance, these relate in particular to the appropriate management of existing habitats within a public space and the provision and maintenance of amenity grassland to the top of Mound 2 (Paddock Mound).

There are three water bodies within Ketley Paddock Mound and it is important that these are kept clean and tidy. At the time of writing there is not an agreed system of maintaining open water, removing litter and debris and monitoring water quality.

There is potential for the PET to be trained to enter the water for maintenance requirements, enabling them to better maintain the sites water bodies in a safe manner.

Present maintenance within KPM consists of the following:

- Grass Cutting to the amenity area on Paddock Mound at Grass Grade 5, once per year.
- Litter with footpaths picked monthly, pools picked monthly 1m from the banks.
- Other areas litter is picked on an instructional basis.

Maintenance works are currently informed by advice from Telford and Wrekin Council and PET and conducted by PET, FoKPM and T&WS. Operations are scheduled to avoid the bird nesting season and amphibians breeding seasons etc.

Recommendation(s):

38. Any obvious changes in water quality should be reported to an appointed person from the FoKPM or to the Clerk of KPC who can then inform the Environment Agency.
39. PET staff to be trained to enter the water and maintain water bodies as and where required.
40. KPC and FoKPM to formally agree via quarterly work planning meetings the work they will carry out to support and enhance Paddock Mound.
41. KPC to allocate all work to appropriately skilled or supervised groups.
42. Prioritise the laying of neglected and maintain historic hedgerows as advised by Shropshire Wildlife Trust across the site where required starting with: 1) Gap up Shepherds Lane hedgerow with transplanted whips and fruit trees, 2) lay hedge between Shepherds Lane Grazing and Paddock Mound.
43. Plant native hedgerow and transplant whips between Lost Pond and Potters Bank

Grazing.

44. Lay hedgerow (where possible) along Red Lees grow starting at Red Lees Pond.
45. Lay holly and transplant whips between Potters Piece Meadow and the Ketley Canal area.
46. Manage scrub and acidic grassland within Paddock Mound and Red Lees Pond to promote heather, gorse and broom communities where present, remove self set trees and remove more nutrient-rich turf from some areas, scattering with heather seed as advised by SWT.
47. Remove overhanging vegetation from the Ketley Canal to improve light levels and water quality as agreed by SWT, removing some selective areas of woody vegetation from the banks.
48. Remove overhanging trees and vegetation from Lost Pool in Potters Piece, (including reed mace) to improve light levels and water quality, transplanting whips adjacent to footpath/ Potters Grazing and Ketley Canal to gap up Shepherds Lane Hedgerow as agreed by SWT.
49. Remove overhanging vegetation from Red Lees Pool and reduce the cover of Reedmace to 1/3rd of total water surface area (prior to this survey to ensure important species are not disturbed).
50. Adopt a policy of low disturbance and intervention to wooded areas, particularly Plantation Mound as supported by SWT with the quarterly removal of litter and control of invasive and non-native species as required.
51. Introduce meadow species with an annual cut and collect once established (September) and remove self set trees, bramble and nettle with particular attention to The Glade and Potters Piece Meadow.
52. Spot treat nettle and bramble as required within The Glade Forest Schools area and at Potters Piece Meadow.

3.3.3 Buildings, facilities & infrastructure maintenance

Ketley Parish Council leads on all building management operations.

It is proposed that during 2016, toilet facilities for the site will be provided at the nearby Red Lake Garden of Rest but currently they are available at Ketley Parish Council. Once in place,

annual inspections will be required on the following, co-ordinated by the Clerk of Ketley Parish Council:

- Fire extinguishers.
- Emergency Lighting.
- Water system.
- Electrical Inspections.

It is understood the following structural surveys have been conducted but at the time of writing they have not been made available, there may be potential for these to be referred to in order to inform future maintenance:

- Shaft capping works .
- The infill of the former canal tunnel .
- Relating to the slopes and structural stability of the pit mounds themselves .

Details of all future inspections and survey work will be compiled in a Ketley Paddock Mound Management File, held at Ketley Parish Council.

3.3.4 Infrastructure and other facilities

KPC is responsible for the maintenance of the footpaths, entrance gates, benches, signage, car park, fences, seating and litter bins across the site. Site Infrastructure is fully inspected on a monthly basis and visually inspected on a weekly basis by the PET, whilst carrying out grounds maintenance and cleansing operations or site patrols.

Recent audits have identified the following issues:

- Signage at site entrances is missing or in poor condition. KPC currently have a programme of work to improve site signage funded through the Community Pride Fund.
- Some older infrastructure such as timber steps between the small pool and Canal are absorbed partly into the undergrowth, becoming redundant. These should be either removed or uncovered and potentially repaired.
- Some older bins and site furniture would benefit from being repainted and / or replaced – such as the timber picnic bench to Paddock Mound.

- Several site boundaries are in poor condition with timber fencing toward the end of its serviceable lifespan and hedgerows overgrown.

Recommendation(s):

53. Remove redundant and unserviceable infrastructure, such as steps, signage, hand rails, gates and fences, rationalising and replacing where required.
54. Replace or repaint bins depending on condition to match those recently installed.
55. Reinstate timber fencing where required and reinstate fence / hedge boundaries where missing – such as that between Red Lees and Shepherds Lane zones.
56. Develop a project to provide a pond-dipping platform to Red Lees Pond in association with Meadows Primary School.

3.3.5 Equipment maintenance

KPC / PET equipment maintenance is carried out by the operational staff but overall responsibility is with the Clerk of Ketley Parish Council who are also responsible for training their staff in health and safety and the safe use of machinery. Risk assessments for the PET staff are also carried out and the team operate in accordance with the TWS Works Procedures which have been comprehensively updated in 2014 and is due to be updated in September 2015. This document includes details on tool maintenance responsibilities, equipment loan, first aid supplies and damaged equipment etc. Equipment inventories are maintained for KPC and regular stock and tool checks are completed.

The PET vehicle is subject to maintenance checks by TWS who also schedule annual maintenance. The PET inspects and schedules maintenance for the strimmer and other site tools with overall responsibility being with the Clerk of Ketley Parish Council.

3.4 Sustainability

3.4.1 Environmental Sustainability

Ketley Parish Council is determined to make Ketley a sustainable parish as part of Telford and Wrekin Council's wider environmental aims and a place where future generations will inherit a

better environment. To improve the environment KPC will work with residents, visitors and businesses along with the T&WC.

PET are the main organisation responsible for grounds maintenance and keep tools and equipment at the Red Lake Garden of Rest and within the vehicle which is taken home at the end of each working day. KPC currently does not currently have policies relating to recycling, use of bio-degradable products, reductions in the use of fossil fuels and other environmental issues but these are due to be included within the new Parish Plan. The existing Parish Plan has been in use for some time although the exact date of adoption is not known since the policy is not dated.



Pesticides

KPC in line with recent Pesticide legislation favours the cultural control of weeds, such as hoeing and hand weeding rather than chemical treatments. This is also true for grass edges where strimming is practiced rather than chemical application. However, where the use of pesticides and herbicides is absolutely necessary, the use of non-residual applications such as glyphosate and spot treatment are employed rather than blanket treatment.

In the case of Japanese Knotweed and other invasive/ non-natives, they are treated on an annual basis in August / September.

Peat Use

The site does not currently hold any formal planting or bedding that may require the use of peat. Peat is often used for commercially grown plants and KPC should seek to specify or procure plants grown in peat free media.

Resource Conservation and Waste Management

KPC is committed to waste minimisation and will look to keep green waste on site or compost where possible.

Site furniture and structural timber bought on to site is from sustainable sources.

KPM's main sources of energy consumption are vehicle & plant fuel used by the PET and contractors.

Other existing KPM energy efficiency measures include street lighting columns however; those along the Red Lees to Shepherds Lane PROW are owned and maintained by T&WC.

Green waste has the potential to be shredded on site by PET staff who can access a TWS shredder. Green waste that is removed from site goes to the authority's appointed composting facility. Other green waste has been used by the FoKPM for dead hedging and habitat creation

purposes; it also has the potential to be used by Meadows School as part of its Forest School activities.

Recommendation(s):

57. Review Parish Plan and include new environmental policies.
58. Monitor the current level of pesticide use and reduce pesticide application where possible, taking into consideration the essential treatment of Japanese Knotweed and other damaging invasive species.
59. Check that structural timber used on site is from sustainable sources and include within Parish Plan guidelines.
60. Remove meadow arisings from site and compost, look to spread yellow rattle seed from arisings on Paddock Mound as advised by SWT.

3.4.2 Arboriculture and woodland management

Within KPM, the aim is to focus on conservation, habitat renewal and water/woodland management.

The FoKPM are enthusiastically involved in practical conservation tasks which includes some small tree work. It is not clear which members of the group are currently responsible for leading each specific task or when these are taking place which has potential implications for health and safety both for the individual and KPC.

There has been a lack of woodland management over the last five years and so a more detailed look at the condition of trees, especially in relation to public areas is required.

The encroachment of self set trees is a particular issue and is quickly turning formerly open areas of the site into immature woodland and scrub. View to the top of Paddock Mound are begging to be obscured and will be lost entirely if action is not taken.

Several hedgerows exist around the site which are either neglected or not maintained in a sensitive fashion. Particular attention should be paid to these as some are likely to predate the industrial heritage of the site as remnants of the former agricultural landscape.

KPM is rich in woodland, containing:

- Semi natural mixed Deciduous Woodland.
- Hedgerows (UK BAP & Shropshire BAP Priority Habitat).

Recommendation(s):

61. KPC and FoKPM to carry out a skills audit, identifying which activities can be currently carried out and supporting them to develop skills and partner with other organisations who can provide training in activities they wish to undertake.
62. Suitably qualified contractors to remove or fell all propped timber and dangerous trees which are identified through tree condition/ health and safety survey.
63. Appoint appropriate arboricultural contractor to fell and/ or coppice selected trees to Paddock Mound which obstruct important views to the Wrekin, Shropshire Hills and Cheshire Plain.
64. Transplant whips as identified by Shropshire Wildlife Trust from the edge of Paddock Mound to more suitable areas such as Potters Piece Meadow and Shepherds Lane hedgerow.
65. Provide training by a suitably qualified individual or group to PET staff / FoKPM in traditional hedge laying and maintenance skills.

3.5 Conservation and Heritage

3.5.1 Conservation of natural features, wild fauna and flora

The conservation of the landscape and industrial heritage of Ketley Paddock Mound is a primary goal. There is information available from a variety of sources related to the sites industrial heritage and the diversity of its flora and fauna although this is dispersed and not held in an accessible format or location, something which this management plan wishes to address.

Ecological data about the site is limited in scope and scale and includes some recent mammal and amphibian surveys. There has not been an overall systematic approach to survey work, so as a starting point we are recommending that a Phase 1 Habitat Survey is carried out. This will identify and record semi-natural vegetation and wildlife habitats within the context of a nationally agreed framework. This survey would also provide the foundation for further more detailed surveys and may help protect the site from local development pressure. Furthermore,

this may also provide the justification for achieving some local level wildlife designation, either at a county level or Local Nature Reserve classification. Based on discussion with the Shropshire Wildlife Trust and FoKPM, we would recommend that volunteers are trained to support an ecologist to undertake the survey.

There is currently a series of species surveys undertaken by the FoKPM with support from the Shropshire Wildlife Trust, which will aid in defining how areas of the site are best managed for flora and fauna. These surveys should feed directly into the delivery of this management plan and help to identify which tasks are to be carried out by which group and where the FoKPM are best to support/ are able to learn new skills. In particular, we would recommend that further amphibian surveys are carried out at the Lost Pool, Ketley Canal and Red Lees Pool. Consideration should also be given to carrying out bat activity surveys within the site on an annual basis.

There is considerable potential to develop heritage and nature trails as means to providing site visitors with ways to explore the site and learn about its significance and lost features. The trails can be designed to encourage new visitors and locals alike to venture further than they would usually, exploring less familiar areas of the site.

Recommendation(s):

- 66. Involve volunteers in carrying out a Phase 1 habitat survey of the whole site.
- 67. Involve volunteers in carrying out amphibian, bat activity and other ecological surveys.

3.5.2 Conservation of landscape features and structures

Ketley Paddock Mound is essentially two former pit mounds and the remnants of Ketley Canal. The former mine workings were capped during the 1980's and are now returned to grassland. Paddock Mound now provides fantastic views to the Wrekin, Shropshire Hills and out toward the Cheshire Plain and is a distinct landscape feature.

For many visitors, the heritage of the site or at least some aspects of it are hidden. Local community members including FoKPM and the Ketley Historical Society, hold historical documents and have carried out research about the site and village. There is significant scope for this information to be used creatively to communicate with site visitors and the wider

community. We recommend that further historical research is carried out about Ketley Paddock Mound and the wider area with a view to produce a site leaflet and make the information more widely available via the Internet. This could include reference to the William Reynolds inclined plane (lying to the west of the site) which linked the canal to the Ketley ironworks, and is believed to be the first inclined plane in Britain.

The remnants of the former Ketley Canal is a key landscape feature, although clearance works since the 1980s have compromised the original banks and structures and created its more informal character that is apparent today. Bankside vegetation is enriching on both the northern and southern sides and the long views along this water feature will be lost in the future without clearance works. FoKPM have carried out some clearance of vegetation, particularly on the southern bank and this clearance work should continue to allow the linear nature of the Canal to remain visible. Where larger scrub and trees require removal, appropriately trained arborists should carry out this work.

The Ketley Canal originally exited the site to the east running through a tunnel under Shepherds Lane. The mouth of the tunnel lies within Ketley Paddock Mound, although this was filled and regraded some decades ago. The line of the canal and the tunnel entrance are just visible in the landscape but would benefit from clearance, excavation and interpretation. We recommend that consideration is given to carrying out further research and archaeological investigation between the canal and tunnel entrance.

Recommendation(s):

68. Remove self-set trees from dry stretch of former Ketley Canal up to the former Tunnel entrance, allowing a clear line of vision and preserving the historic landscape feature.
69. Work with the Ketley Historical Society and other partners, research and produce a site leaflet relating to the sites former buildings and structures.
70. Carry out archaeological investigation to targeted areas of the site with the aid of suitably qualified professionals and local volunteer's future years.

3.6 Community Involvement

The Friends of Ketley Paddock Mound is a well-established group, playing an active role in managing and maintaining the site having been first formed around 1980. The group have

recently gained funding for the improvement of infrastructure, the provision of fencing adjacent to grazing fields and site notice boards. Information about the friends group is provided on their Facebook site. The friends, whilst demonstrating strong commitment to the site, have a core group of eight to ten individuals involved on a regular basis with 317 friends on their Facebook site (as of the 10/06/15). Work should be taken to support the group to increase their membership and develop the range of people involved with the group.

FoKPM currently involve and engage a range of local people and there are a diverse range of skills and experience within the group. It would be desirable that some form of skills audit is undertaken in order to better identify these skills and to identify any opportunities for future development, training and support.

There is a draft Memorandum of Understanding that has been developed between Ketley Parish Council and FoKPM. This should be reviewed, and any changes that are required should be made and this document formally adopted as part of the revised working procedures and agreements that will be put in place following the transfer of the site to the parish council under the lease and through the implementation of this management plan.

Meadows Primary School currently uses the site for Forest School activities and has expressed their interest in further developing this aspect of their curriculum, using The Glade area as their outdoor classroom.

The potential of young people using the site for exploration/ recreation and having formal involvement in the management and maintenance of the site should be further explored. The adjacent Ketley Youth Club has potential for a greater involvement and younger members of the local community could aid in the physical management of the site, gaining new skills whilst working alongside the FoKPM, Green Gym and Shropshire Wildlife Trust.

The involvement of a greater range of organisations in activities at Ketley Paddock Mound is to be welcomed and will help create greater involvement leading to a greater sense of ownership. However, there is a need for mechanisms to be developed to ensure clear communication, allow future planning and to allow co-ordination. The quarterly management meetings should form the cornerstone of this approach and participation should be extended to key stakeholders including FoKPM, Meadows Primary School and the Ketley Youth Club (KYC).

Recommendation(s):

71. KPC and partner organisations to work with FoKPM to grow the group's capacity and their membership.
72. A clear memorandum of understanding between KPC and the FoKPM should be drawn up, signed by appropriate individuals and fully agreed.
73. Extend the participation at quarterly management meetings between KPC & T&WC to key stakeholders including FoKPM, Meadows Primary School and Ketley Youth Club.

3.7 Marketing

3.7.1 Marketing and Promotion

KPM currently serves an audience of predominantly local people, rather than a larger, 'destination' type site, however there is scope to extend the wider appeal of the site due to its significant industrial history, linking into the wider trails and industrial heritage of the area.

The site does not particularly warrant a marketing plan or strategy but could be more widely advertised within the local community as it currently under used given its recreational potential.

Ketley Parish Council has recently launched its website in May 2015 which includes information about Ketley Paddock Mound. There is a central page on the Telford Green Spaces Forum website which could provide a useful platform for the group but is currently unedited: <http://www.tgsp.org.uk/Partner%20sites/friendsofpaddock.html>

FoKPM have an active following and community on their Facebook page and this provides an opportunity for two way communication (www.facebook.com/groups/paddockmound). The webpage would benefit from being better linked to associated groups and the aforementioned Telford Green Spaces forum page.

Shropshire Wildlife Trust also promotes events and activities and volunteer opportunities through their web pages including information on the Green Gym. With online communication becoming more commonplace, Ketley Parish Council should continue to promote Ketley Paddock Mound, volunteer opportunities and events and activities using the Internet and social media

alongside more traditional forms of marketing. This will complement the installation of the site signage and community noticeboards on site and create a greater reach.

Ketley Paddock Mound is an attractive semi-natural green space which is valued locally, although there is some evidence to suggest that the site is a 'hidden gem'. Improvements to site signage, more welcoming entrances and infrastructure and access improvements will attract more people and provide a better quality visitor experience. However, as set out above, much of the heritage of the site is not immediately apparent. The development of a circular trail and site leaflet may encourage more people to visit and provide new visitors with the confidence to explore the site. The leaflet should be developed with FoKPM, Ketley Local History Group and made available in printed and online formats.

Ketley Paddock Mound is currently used for seasonal events led by KoPM, KPC and the local youth club. Events and activities provide an opportunity to attract new visitors and reach new audiences. Ketley Parish Council should promote the site as a venue for appropriate events and work with organisers to promote a programme of events and activities including volunteer works days.

Recommendation(s):

- 74. Further develop the Ketley Parish Mound website/ Facebook page and link to other key websites.
- 75. Create a site trail / circular walk, which can be advertised locally via leaflets and online, taking in the sites highlights.
- 76. With the support of partner organisations, organise seasonal family and community events or activities, which encourage new users to the site.

3.7.2 Provision of appropriate information

There is evidence of some basic entrance signage which is now degraded, lost or outdated. There is a scattering of enforcement signs relating to dog fouling at entrances but nothing relating to wider bye-laws or enforcement issues and there is currently no information provided which welcomes and informs users as to what the site is or what it offers.

At certain entrances there seems to be timber way marking posts but any directional information has been removed, these probably directed people along public rights of way which cross the site however this information is now lost and the posts redundant.

There is currently no directional signage relating to wider routes and trails.

Recommendation(s):

77. Clear marking of Public Rights of Way and how these link into wider networks, promoted online & through leaflets and partner organisations.

3.7.3 Provision of appropriate educational interpretation/information

Being a relatively small 'local' site there is not a specific need to provide an education strategy or action plan however, there is still significant scope for education and learning from the opportunities the site provides.

Meadows Primary School is, at the time of writing, developing its Forest School provision and intends to use the site regularly for outdoor education from autumn 2015.

There is particular potential for informal and community learning within the site. This potential could be realised through individuals from the FoKPM trained by the Shropshire Wildlife Trust and Green Gym in carrying out habitat management, species recording, identification and leading walks.

A key issue is ensuring that training events or practical activities are advertised and promoted as appropriate both on site and online. This will help to ensure that a wide range of people are aware of educational events or opportunities and the FoKPM are able to retain and recruit motivated and skilled members.

Interpretive material relating to the heritage and biodiversity of the site should be produced with the support and knowledge of Shropshire Wildlife Trust, Ketley Local History Society, KPC and the FoKPM.

These areas will be addressed through the recommendations set out in other sections of this Management and Maintenance Plan.

3.8 Management

3.8.1 Leases and franchises

The management of Ketley Paddock Mound will be transferred from Telford and Wrekin Council to Ketley Parish Council by way of a 25 year lease agreement. At this time of production of this plan the lease agreement had not yet been signed.

The lease will entitle Ketley Parish Council to maintain and enhance Paddock Mound as a public open space and the agreement has been entered into on the basis of widespread community support to safeguard and enhance Ketley Paddock Mound.

Meetings between key parties including Ketley Parish Council, Telford and Wrekin Council and the FoKPM have been held regularly over the last few years. However, with the transfer to Ketley Parish Council under the lease agreement, there is a need to formalise management meetings and we would recommend that this forum is formalised and meets on a quarterly basis. As recommended above we would suggest participation in the quarterly management meetings is extended to all partners and stakeholders involved in service delivery at Ketley Paddock Mound. The meeting should be chaired by Ketley Parish Council.

This Management and Maintenance Plan covers a five year period and the recommendations set out in this plan are collated into an overall action plan. We would recommend that the plan is formally reviewed annually and that following this process a works programme is developed for the forthcoming twelve months. This process should coincide with financial years.

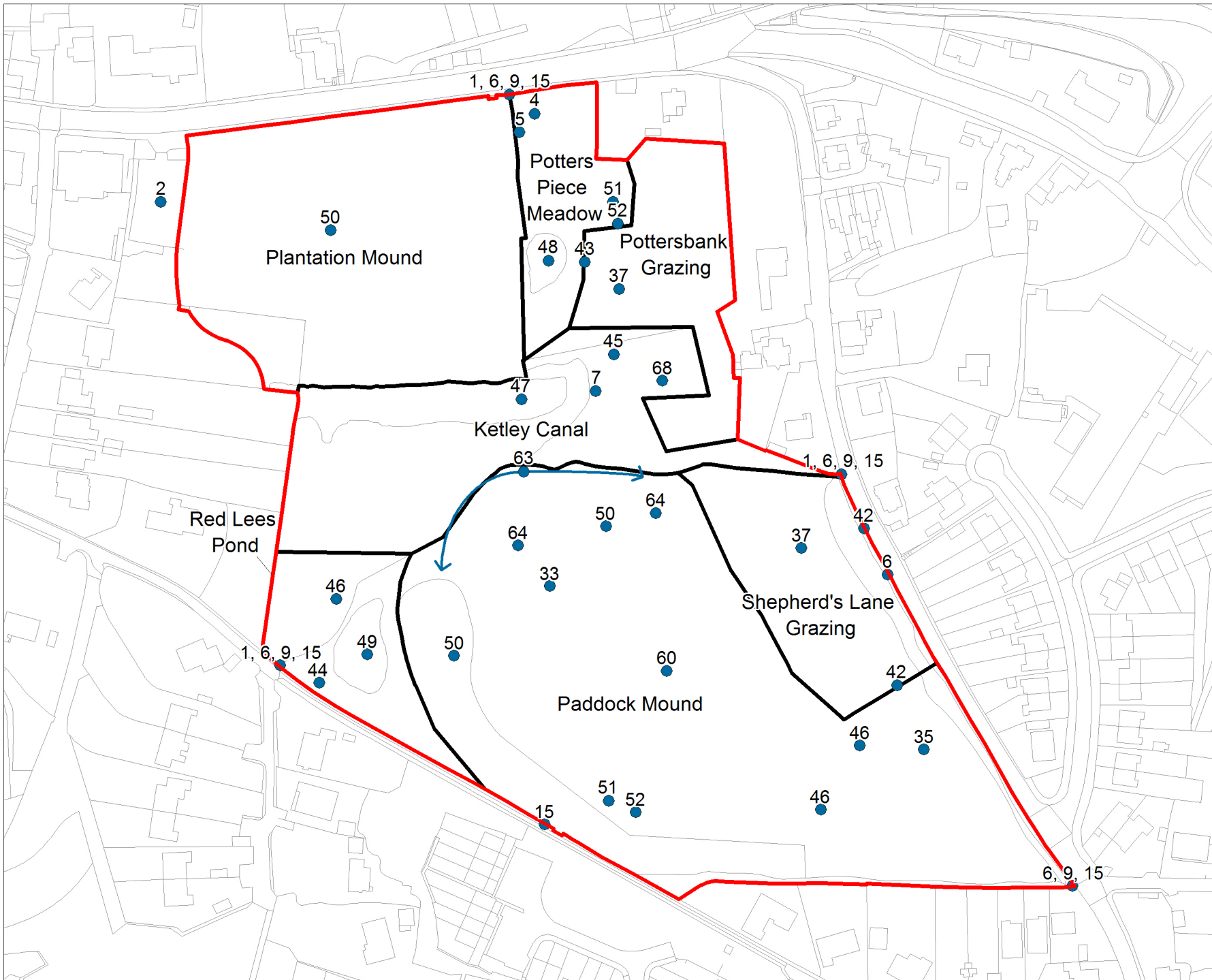
There are currently two grazing licenses which are issued on an annual basis. As part of the review of these licences Ketley Parish Council should give consideration to the length of these licences and whether longer term agreement may be beneficial to the Council and the licencees. The Council should also have discussion with Shropshire Wildlife Trust regarding best practice to avoid over grazing and a decline in the quality of the paddocks. Consideration should be given to including any recommended actions into a revised licence agreement.

The purpose of this Management and Maintenance Plan is to set out a medium term vision for the site and to co-ordinate future action with the aim of increasing visitor numbers, visitor satisfaction and improving the quality of the site. The plan also seeks to provide increased protection of the site against development pressures. Consideration should be given to gaining any appropriate wildlife designations to help achieve these aims.

Recommendation(s):

78. Develop annual work programmes to prioritise and manage the various habitats identified, such as: Heath, woodland, wetland and meadow.
79. Review the grazing agreements with support on best practice from Shropshire Wildlife Trust.
80. Explore the opportunity to seek designations for the site based on its wildlife value.





Ketley Paddock Mound Management and Maintenance Plan

Figure 5
Management &
Maintenance
Recommendations

LEGEND

Boundary

Site Boundary

Character
Zones

● Recommendations

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4 How are we going to get there?

4.1 Action plan

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
1.	Sensitively and appropriately clear any overhanging or dense vegetation around entrances, currently limiting access into and preventing views into the site, with specific attention paid to the Holyhead Road entrance, Red Lees Pond entrance and Shepherds Lane entrance.	2015/16	Ongoing as required (May- Sept)	KPC/ PET	FoKPM	Revenue	
2.	Designate the car park for Paddock Mound (adjacent to Plantation Mound, Ketley Youth Club and Ketley Parish Council) as the official site car park with appropriate signage, into and from it (via the Red Lees or Holyhead Road entrances) and any promotional or online material to publicise this.	2015/16	December 2015	KPC/ PET	FoKPM	Revenue	
3.	Establish the extent of possible ownership, easement rights and maintenance liabilities of Severn Trent.	2015/16	March 2016	KPC	T&WC	Revenue	
4.	Remove self-set ash & sycamore to open up views into the site, opening up Potters Piece for community use.	2015/16	March 2016	KPC	PET / FoKPM / Green Gym	Revenue	
5.	Remove redundant fence line at Potters Piece adjacent to the B5061 Holyhead Road entrance.	2015/16	March 2016	KPC	PET / FoKPM	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
6.	Use Community Pride funding to widen and set back shared pedestrian and vehicular access areas for grazing/maintenance/ emergency vehicles at Shepherds Lane Grazing, Paddock Mound and Holyhead Road entrances . . .	2015/16	October 2015	KPC/ PET	FoKPM	External Funding (secured)	
7.	Remove tree stump from the footpath in the Ketley Canal area.	2015/16	October 2015	KPC	-	External Funding (secured)	
8.	Monitor condition of entrances and footpaths as part of monthly site inspection and H&S audit.	2015/16	Monthly / ongoing	KPC/ PET	FoKPM	Revenue	
9.	Install 4 No Oak, cabinet style notice boards at the following entrances: B5061, Holyhead Road, Red Lees Pond, the Paddock Mound and the Shepherds Lane grazing entrance.	2015/16	October 2015	KPC/ PET	FoKPM	External Funding (secured)	
10.	Apply for funding and work with an appropriate designer to create site interpretation panels relating to the industrial and natural heritage of the site one on Paddock Mound and one in the Ketley Canal area.	2016/17	December 2017	KPC	FoKPM / Ketley Historical Society	External Funding tbc	
11.	Apply for funding and work with community artist(s) and/ or local children to create temporary and permanent installations around the natural and industrial heritage of the site.	2016/17	December 2017	KPC	FoKPM / Ketley Historical Society	External Funding tbc	
12.	Update dogs under control / dog fouling signage as required.	2015/16	April 2016	KPC	T&WC / FoKPM	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
13.	Work with the local community and under represented groups to encourage greater use and awareness – temporary signage advising on access works, publicise works via Facebook & social media – produce a site leaflet and downloadable pdf version.	2015/16	August 2015/On-going	KPC	FoKPM	Revenue	
14.	Work with the PET, FoKPM and other stakeholders to ensure that visitor and site safety procedures are fully understood and safe methods of working are adopted at all times.	2015/16	August 2015/ On-going	KPC	PET / FoKPM	Revenue	
15.	Provide appropriate signage at each entrance, which advises visitors of hazards such as open water and steep slopes or falls from height, to include emergency contact details.	2015/16	December 2015	KPC	FoKPM / T&WC	Revenue	
16.	A suitably qualified arboriculturalist to carry out a tree condition/ safety survey which is to be reviewed every five years in line with quarterly visual inspections.	2015/16	October 2015/ On-going	KPC	T&WC	Revenue	
17.	Develop an ongoing tree management strategy.	2015/16	April 2016/ On-going	KPC	FoKPM / T&WC	Revenue	
18.	An appointed person to carry out monthly safety and maintenance checks by walking the site and also after storms or periods of high wind to check for fallen or propped trees adjacent to footpaths, reporting findings to Ketley Parish Clerk.	2015/16	August 2015/ Once monthly, On-going	KPC	PET / FoKPM	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
19.	Develop a maintenance schedule for entrances, fencing and footpath infrastructure, this is to include: Monthly strimming of edges to 1 metre either side of path and inspect fencing and footpaths as part of monthly audit.	2015/16 On-going	On-going	KPC	PET / FoKPM	Revenue	
20.	Ensure that PET staff and anyone working adjacent to or within water bodies are appropriately trained and receive regular toolbox talks.	2015/16 On-going	April 2016/ On-going	KPC	PET / FoKPM / Green Gym / SWT	Revenue	
21.	Appoint an appropriately trained advisor to risk assess the site and review standard maintenance activities prior to the lease taking effect.	2015/16	August 2015	KPC	PET / FoKPM / T&WC	Revenue	
22.	Carry out risk assessments for members of the public using the site with particular attention paid to water bodies, steps, slopes and dog fouling followed with monthly site inspection and recording.	2015/16	August 2015	KPC	PET/ T&WC	Revenue	
23.	Obtain and hold in a central location all risk assessments for all PET staff, FoKPM and stakeholder site work, tools, equipment and activities prior to their commencement including names and certification of first aiders, which are to be updated as required and reviewed annually.	2015/16	December 2015/ Ongoing	KPC	PET / T&WC / FoKPM / Green Gym / SWT	Revenue	
24.	FoKPM to provide KPC with full risk assessments of all work party activities prior to their commencement, which are to be checked and signed off by a suitably qualified individual.	2015/16	August 2015	FoKPM	KPC / T&WC / PET / SWT	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
25.	FoKPM to ensure a first aid trained member is available at all times whilst carrying out work party activities .	2015/16	August 2015/ On-going	FoKPM	KPC	Revenue/ FoKPM	
26.	Regularly review and update risk assessments as required.	2015/16 On-going	Ongoing (April)	KPC		Revenue	
27.	Accidents or near misses to be reported to the Parish Clerk and fully recorded in accident book.	2015/16 On-going	August 2015/ Ongoing	KPC	PET / T&WC / FoKPM / Green Gym / SWT	Revenue	
28.	Report and record any incidents of antisocial behaviour to the local Police / CSO contact.	2015/16	August 2015/ On-going	KPC	PET / FoKPM / T&WC	Revenue	
29.	Confirm whether bye-laws / general rules of site are enforceable and if so, include them adjacent to or within site signage boards and at entrance points via appropriate pictograms.	2015/16	March 2016	KPC	T&WC / FoKPM	Revenue	
30.	Closer working relationships to be developed between TWC dog warden/ enforcement officers, FoKPM and the CSO's who can support a Good dog type campaign dealing with education and enforcement.	2015/16	April 2016/ On- going	KPC	T&WC / FoKPM / CSO's / Meadows Primary	Revenue	
31.	Develop an agreed site 'style' where future infrastructure, bins and benches are updated in keeping with those already existing.	2015/16	December 2015/ On- going	KPC	FoKPM / T&WC	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
32.	Work in partnership with Meadows Primary School to develop the Forest School area via quarterly management meetings.	2015/16	August 2015/ On-going	KPC	Meadows Primary / FoKPM / T&WC	Revenue	
33.	Define the lower terrace of Paddock Mound as the picnic area, relocating and providing new seating, separating this from the informal recreational meadow area.	2015/16	October 2015	KPC	PET / FoKPM	External Funding (secured)	
34.	Develop a schedule and agreed time table of ongoing maintenance between the weekly work of the PET, the FoKPM and repairs to the sites infrastructure and annual cut and collect to Paddock Mound by T&WC.	2015/16	September 2015/ On-going	KPC	PET/ FoKPM / T&WC	Revenue	
35.	Remove redundant fencing to Shepherds Lane Grazing once new footpath and fencing is installed to laid hedgerow.	2015/16	December 2015	KPC	PET/ FoKPM / T&WC	Revenue	
36.	Explore the potential for introducing an informal method of sorting and recycling site litter, as and where appropriate, such as plastics, glass and drinks cans separated and recycled when litter picked.	2019/20	April 2020	KPC	PET/ FoKPM / T&WC / Keep Britain Tidy	Revenue	
37.	Work with Graziers to remove litter and keep their fields free of litter and other waste.	2015/16	Ongoing	KPC	PET	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
38.	Any obvious changes in water quality should be reported to an appointed person from the FoKPM or to the Clerk of KPC who can then inform the Environment Agency.	2015/16	December 2015/ On-going	KPC	FoKPM	Revenue	
39.	PET staff to be trained to enter the water and maintain water bodies as and where required.	2016/17	April 2017	KPC	PET / TWS / T&WC	Revenue	
40.	KPC and FoKPM to formally agree via quarterly work planning meetings the work they will carry out to support and enhance Paddock Mound.	2015/16	August 2015	KPC	FoKPM	Revenue	
41.	KPC to allocate all work to appropriately skilled or supervised groups.	2015/16	September 2015	KPC	PET / FoKPM / T&WC / SWT	Revenue	
42.	Prioritise the laying of neglected and maintain historic hedgerows as advised by Shropshire Wildlife Trust across the site where required . . .1) Gap up Shepherds Lane & 2) lay grazing / Paddock Mound hedge	2015/16	October 2015	FoKPM / SWT	PET	Revenue	
43.	Plant native hedgerow and transplant whips between Lost Pond and Potters Bank Grazing.	2015/16	October 2015	FoKPM / SWT	PET	Revenue	
44.	Lay hedgerow (where possible) along Red Lees prow starting at Red Lees Pond.	2016/17	October 2016	FoKPM / SWT	PET	Revenue	
45.	Lay holly and transplant whips between Potters Piece Meadow and the Ketley Canal area.	2017/18	October 2018	FoKPM / SWT	PET	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
46.	Manage scrub and acidic grassland within Paddock Mound and Red Lees Pond to promote heather, gorse and broom communities where present.	2015/16	October 2015 onwards	KPC / PET	FoKPM	Revenue	
47.	Remove overhanging vegetation from the Ketley Canal to improve light levels and water quality as agreed by SWT, removing some selective areas of woody vegetation from the banks.	2015/16	October 2015 onwards	KPC / PET	FoKPM	Revenue	
48.	Remove overhanging trees and vegetation from Lost Pool in Potters Piece, (including reed mace) to improve light levels and water quality, transplanting whips adjacent to footpath/ Potters Grazing and Ketley Canal to gap up Shepherds Lane Hedgerow as agreed by SWT.	2015/16	October 2015 onwards	KPC / PET	FoKPM	Revenue	
49.	Remove overhanging vegetation from Red Lees Pool and reduce the cover of Reedmace to 1/3 rd of total water surface area (prior to this survey to ensure important species are not disturbed).	2016/17	October 2016 onwards	KPC / PET	FoKPM	Revenue	
50.	Adopt a policy of low disturbance and intervention to wooded areas, particularly Plantation Mound as supported by SWT with the quarterly removal of litter and control of invasive and non-native species as required.	2015/16	September 2015/ On-going	KPC	PET / FoKPM / T&WC / TWS	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
51.	Introduce meadow species with an annual cut and collect once established (September) and remove self set trees, bramble and nettle with particular attention to The Glade and Potters Piece Meadow.	2015/16	September 2015/ On-going	KPC	PET / FoKPM / T&WC / TWS	Revenue	
52.	Spot treat nettle and bramble as required within The Glade Forest Schools area and at Potters Piece Meadow.	2015/16	September 2015/ On-going	KPC	PET / FoKPM / T&WC / TWS / Meadows Primary	Revenue	
53.	Remove redundant and unserviceable infrastructure, such as steps, signage, hand-rails, gates and fences, rationalising and replacing where required.	2015/16	Ongoing	KPC	PET	Revenue	
54.	Replace or repaint bins depending on condition to match those recently installed.	2016/17	Ongoing	KPC	FoKPM	Revenue	
55.	Reinstate timber fencing where required and reinstate fence / hedge boundaries where missing – such as that between Red Lees and Shepherds Lane zones.	2016/17	Ongoing	KPC	FoKPM	Revenue	
56.	Develop a project to provide a pond-dipping platform to Red Lees Pond in association with Meadows Primary School.	2016/17	April 2017	KPC	Meadows Primary / T&WC / FoKPM	External funding TBC	
57.	Review Parish Plan and include new environmental policies.	2015/16	Sept 2015	KPC	T&WC / FoKPM	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
58.	Monitor the current level of pesticide use and reduce pesticide application where possible, taking into consideration the essential treatment of Japanese Knotweed and other damaging invasive species.	2015/16	October 2015/ On-going	KPC	PET / T&WC/ TWS	Revenue	
59.	Check that structural timber used on site is from sustainable sources and include within Parish Plan guideline	2015/16	September 2015/ On-going	KPC	Meadows Primary / T&WC / FoKPM / PET	Revenue	
60.	Remove meadow arisings from site and compost, look to spread yellow rattle seed from arisings on Paddock Mound as advised by SWT.	2015/16	End of September 2015/ On-going	KPC	T&WC	Revenue	
61.	KPC and FoKPM to carry out a skills audit, identifying which activities can be currently carried out and supporting them to develop skills and partner with other organisations who can provide training in activities they wish to undertake.	2015/16	September 2015	KPC/ FoKPM	T&WC / PET / SWT / Green Gym	Revenue	
62.	Suitably qualified contractors to remove or fell all propped timber and dangerous trees which are identified through tree condition/ health and safety survey.	2015/16	October 2015/ On-going	KPC	T&WC / TWS	Revenue	
63.	Appoint appropriate arboricultural contractor to fell and/ or coppice selected trees to Paddock Mound which obstruct important views to the Wrekin, Shropshire Hills and Cheshire Plain.	2017/18	March 2018	KPC	T&WC / TWS / FoKPM / SWT	Revenue	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
64.	Transplant whips as identified by Shropshire Wildlife Trust from the edge of Paddock Mound to more suitable areas such as Potters Piece Meadow and Shepherds Lane hedgerow.	2015/16	March 2016	KPC	FoKPM	Revenue	
65.	Provide training by a suitably qualified individual or group to PET staff / FoKPM in traditional hedge maintenance and laying skills.	2016/17	December 2016	KPC	PET / T&WC / FoKPM / TWS / SWT	Revenue	
66.	Involve volunteers in carrying out a Phase 1 habitat survey of the whole site.	2016/17	April - September 2016	KPC	FoKPM / SWT	Revenue/ Friends Budget	
67.	Involve volunteers in carrying out amphibian, bat activity and other ecological surveys.	2016/17	April 2016 onwards	KPC	FoKPM / SWT	Revenue/ Friends Budget	
68.	Remove self-set trees from dry stretch of former Ketley Canal up to the former Tunnel entrance, allowing a clear line of vision and preserving the historic landscape feature.	2015/16	September 2015 onwards	FoKPM / PET	SWT	Revenue	
69.	Work with the Ketley Historical Society and other partners, research and produce a site leaflet relating to the sites former buildings and structures.	2017/18	March 2018	KPC	FoKPM / KHS	FoKPM Budget/ External Funding tbc	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
70.	Carry out archaeological investigation to targeted areas of the site with the aid of suitably qualified professionals and local volunteer's future years.	2019/20	March 2020	KPC	FoKPM / KHS	FoKPM Budget/ External Funding tbc	
71.	KPC and partner organisations to work with FoKPM to grow the group's capacity and their membership.	2015/16	September 2015/ On-going	KPC/ FoKPM	SWT / T&WC / Meadows Primary	FoKPM Budget	
72.	A clear memorandum of understanding between KPC and the FoKPM should be drawn up, signed by appropriate individuals and fully agreed.	2015/16	August 2015/ On-going	KPC/ FoKPM	PET / T&WC	Revenue	
73.	Extend the participation at quarterly management meetings between KPC & T&WC to key stakeholders including FoKPM, Meadows Primary School and Ketley Youth Club.	2015/16	September 2015/ On-going	KPC	FoKPM / Meadows Primary / KYC	Revenue	
74.	Further develop the Ketley Parish Mound website/ Facebook page and link to other key websites.	2015/16	September 2015/ On-going	FoKPM	KPC / SWT / T&WC / KHS	FoKPM Budget	
75.	Create a site trail / circular walk, which can be advertised locally via leaflets and online, taking in the sites highlights.	2016/17	March 2017	FoKPM	KPC / SWT / KHS / Meadows Primary	FoKPM budget/ External Funding tbc	

Ref	Recommendation	Financial Year(s)	Timescale	Lead Organisation	Partners	Resource implication	Date Completed
76.	With the support of partner organisations, organise seasonal family and community events or activities, which encourage new users to the site.	2016/17	April 2017/ On-going	KPC	KPC / SWT / KYC / KHS / Meadows Primary	Revenue/ FoKPM Budget/ External Funding tbc	
77.	Clear marking of Public Rights of Way and how these link into wider networks, promoted online & through leaflets and partner organisations.	2016/17	April 2017	KPC	FoKPM / T&WC	Revenue/ External Funding tbc	
78.	Develop annual work programmes to prioritise and manage the various habitats identified, such as: Heath, woodland, wetland and meadow.	2015/16	April each year	KPC	PET / FoKPM / SWT / Meadows Primary	Revenue	
79.	Review the grazing agreements with support on best practice from Shropshire Wildlife Trust.	2016/17	July 2016	KPC	T&WC / SWT / FoKPM	Revenue	
80.	Explore the opportunity to seek designations for the site based on its wildlife value.	2018/19	April 2019	KPC	FoKPM / SWT / T&WC	Revenue	

Key

KPC	Ketley Parish Council
PET	Parish Environmental Team
FoKPM	Friends of Ketley Paddock Mound
T&WS	Telford & Wrekin Services



5 How Will We Know When We have Arrived?

The action plan should be monitored quarterly and progress against targets reviewed and reported to the quarterly management group.

The action plan should be updated annually - any completed actions can be noted and a revised action plan inserted. The amendment sheet at the front of the plan should be used to record this and any other changes to the management plan.

Dependant on the scale of change section B may also need revisiting and updating.

A full review of this plan should be commenced after 4 years, i.e. in 2018/19. The plan should be re-written in 2019 / 20

Below is a list of suggested measures of success or Key Performance Indicators

- Increase in estimate visitor numbers (through manual counts)
- Length of new footpath access provided
- Increased level of awareness and attendance at community events
- No. of subscribers to social media channels
- No. of monthly site inspections carried out
- Development of a tree management strategy
- No of staff receiving training
- No of training courses attended / new qualifications gained
- Reduced level of dog fouling (site inspection / public perception)
- Length of hedgerows under positive management
- Delivery of improvement projects
- Peat and pesticide use reduced
- No of volunteers involved annually
- No of volunteer hours contributed annually
- Volunteer satisfaction (survey)
- No of Forest School sessions annually
- Visitor satisfaction (survey)
- Achieve county wildlife designation
- Achieve Green Flag Award