



**UNIVERSITY
OF LONDON**

GARDEN HALLS, UNIVERSITY OF LONDON

Open Space Operational Management Plan

April 2014 (Version 03)

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1.0 Introduction

This Open Space Operational Management Plan sets out the measures to be adopted by the University of London (“the University”) and its service provider, University Partnerships Programme (“UPP”), to secure access to the gardens and recreational space.

In accordance with the Section 106 this plan specifically details:

- **Physical measures for construction of:**
 - Access routes;
 - Public open space; together with
 - Associated hard and soft landscaping measures
- **Maintenance of the Public Areas**
 - Details of provisions for cleaning and securing the Public Areas and maintaining the physical measures once they are constructed.
- **Securing public access to the Public Area (Tennis Access)** for students, Local Residents and members of the public from dawn to dusk 364 days a year (less any period within which the Gardens may be used for private events).
- **Securing public access to the Public Area (Daytime Access)** for students, Local Residents and members of the public from dawn to dusk 364 days a year (less any period within which the Gardens may be used for private events).
- **Charging Mechanisms** to ensure that Local Residents and Students are charged at a discounted rate for the use of the tennis facilities.
- **Management and the method of granting permission for private events** (subject to prior notification to the Community Liaison Group).
- **Notice board and website** offering details about the opening times of the Gardens.
- **Community Liaison Group (“CLG”)** and their role in the ongoing management of the Cartwright Gardens Open Space Area.

This is the third issue of the plan and has been informed through the consultation process with the Community Liaison Group (see further details at section 8).

The operational management plan for the gardens will be guided by the following key objectives, to be:

- A welcoming place for all visitors
- An environment that is healthy, safe and secure
- A well maintained and clean space
- A place where the principles of sustainability and biodiversity are encouraged

As part of the Garden Halls planning permission (ref: 2013/1598/P), the University committed to allow public access to the Cartwright Gardens (“the Gardens”) for Local Residents and members of the public for the lifetime of the Building.

The on-going management of the Gardens will continue to be in consultation with the Community Liaison Group, whom have been issued with the first and second drafts of the plan and amendments to the plan have been made following the feedback received.

1.1 A welcoming place

The Gardens will be maintained so that they are a welcoming green space that enhances the area, providing an accessible, leafy retreat from the hustle and bustle of city life for students, residents and visitors.

Facilities will include bookable tennis courts, seating areas, open grassed areas and areas shaded by mature trees which will be complemented by a variety of shrubs and planting designed to attract local wildlife to the gardens.

UPP’s on site grounds maintenance and caretaking staff will ensure that the gardens remain attractive and safe to visitors. Security staff will secure the gardens each evening at sunset. Staff will always adopt a respectful attitude when dealing with members of the public particularly around closing time while at all times maintaining vigilance for any potential acts of vandalism and undesirable behaviour.

Permanent notices will be provided clearly stating the conditions associated with any visitor’s use of the gardens including details of unacceptable activities and behaviours as well as advertising the specific seasonal daily opening and closing times of the gardens. Further information in relation to the gardens, its history and role within the community will also be prominently displayed at the main entrance.

1.2 Healthy, safe & secure

Security of the gardens will be provided by UPP’s site based security staff. Staff will open the gardens at sunrise each day, first conducting a patrol of the area, checking for any issues or hazards to ensure the area is safe for the public to enter.

Security staff will then be responsible for a final patrol, ensuring that all visitors have left the gardens prior to securing the gates at sunset each day.

The grounds staff will be on site throughout the day either in the gardens or the adjacent halls of residence site attending to external landscaped areas. Grounds staff will monitor the use of the gardens. They will be provided with regular training on how to deal effectively and safely with the public relying mostly on gentle, friendly persuasion given they will not have any powers to fine, apprehend or prosecute offenders. The University and UPP will also deal with undesirable behaviours through targeted education and awareness campaigns through neighbourhood media, contact with the community, signage and specific events.

Should it become necessary any of the UPP staff on site will be able to quickly contact the local police.

Grounds staff will regularly inspect paths and walkways for signs of obstruction, trip or slip hazard and will take appropriate action at the time to reduce or eliminate these risks.

A programme of regular tree surveys will be undertaken to monitor and preserve the health of trees in the gardens and to ensure the safety of visitors.

During the day UPP's grounds team will also undertake regular patrols of the gardens litter picking and emptying waste bins for the safety of visitors, their pets, local fauna and flora but also to discourage the establishment of vermin.

The grounds team will not be using any vehicles on site, nor will vehicles be allowed to enter the grounds under normal circumstances, which will increase the desirability of the grounds as a safe place for everyone including small children.

No toxic plants or chemicals will be allowed on site.

Dog owners will be expected to keep their pets under control at all times and to prevent or remove dog waste from all areas.

Where events are held in the gardens an 'Event Plan' along with Risk Assessments and proof of Public Liability Insurance will have to be provided and stakeholders will be notified before the event is allowed to proceed.

Anyone wishing to hold an event will be directed towards the University in the first instance and contact details will be provided.

1.3 Well maintained and clean

Maintenance of the gardens will be undertaken by UPP's site based grounds maintenance staff and caretakers.

A schedule of seasonal maintenance will be undertaken including path clearance, lawn mowing and edging, pruning, weeding, replanting, tree inspections and arboriculture.

Bird boxes will be cleaned out annually outside the breeding season.

Fences, gates and furniture will be regularly checked for damage and repaired expediently; by the on-site team wherever possible.

Litter bins will be appropriately distributed throughout the gardens next to seats and along the main paths. These will be emptied daily by the caretaking staff and more frequently at peak times e.g. during the summer months.

All trees in the gardens will be surveyed annually for signs of disease and dealt with appropriately.

1.4 Sustainability

Bat boxes and nesting boxes for birds will be provided and habitat will be provided to encourage birds and butterflies to visit the gardens.

Bins will be provided to encourage waste segregation for recycling. An organic approach to garden maintenance will be taken using non chemical alternative methods of weed control and no harmful chemicals used in the gardens.

Plants will be sourced from local growers and suppliers where ever possible.

In order to reduce land fill waste green waste will be recycled by composting and using chipped wood to cover borders, preventing weeds and protecting plants.

2.0 Details of the Physical measures for Construction

This section includes details of the physical measures for construction of:

- Access routes;
- Public open space; and
- Hard and soft landscaping measures.

Design drawings for the construction of the Public Areas, including details of surfacing and materials, location of 'street' furniture and associated landscaping, and the use and purpose of specific areas within the Public Areas are provided at Appendix A.

2.1 Access Routes

There will be three public access routes into the garden and one service entrance. The main entrance will be newly double-gated, and sits opposite the main building entrance. Further entrances will be situated behind the existing garden outbuilding and with a new entrance to the south west. A service entrance is located to the north west.

The footway surfaces will be improved to allow better movement through the garden areas.

A new footway will be created along the western side of Cartwright Gardens highway, where there is currently no pavement. This would allow pedestrians to walk between Marchmont Street and Euston Road on the south west way without crossing. The paving will be in concrete slabs to a type agreed with the Highways Authority. This is subject to a separate consultation process which is outside of the plan.

It is intended that these measures increase and improve the accessibility to the Gardens.

2.2 Public Open Space

The physical measures for the public open space include improvements to the paths which run through the gardens, new wooden benches, new shrub and wildflower plantings (see Appendix B for details) and grassed amenity area.

2.3 The Garden Out building

The Garden out building will be refurbished and retained for use as a general garden store.

2.4 Hard Landscaping

The hard landscaping of the gardens includes the paths through the gardens, tennis courts and paving.

Details are shown in Appendix A.

Resin bond gravel will be used on the main paths through the park.

The new paving will be standard concrete, approved by the Highways Authority.

The feature paving around the lodge/pavilion will be reclaimed Yorkstone paving slabs in various sizes with historical bond and mortar joint natural finish.

The refurbished tennis courts will be composed of polymer on porous macadam, in contrasting colours to show the outline of the courts.

Boundary railings and gates are to be stripped and repainted.

2.5 Soft Landscaping

The soft landscaping of the gardens includes the amenity grass, shrubs, planting beds and wildflower meadow areas.

All aspects of the soft landscaping include a wide variety of species, including 100% bees and butterfly wildflowers in the meadow areas to enhance biodiversity. Appendix A shows the layout of these areas of soft landscaping, and Appendix B provides full details of the species of the shrubs, grasses and wildflowers to be included in the gardens.

2.6 Furniture

Appendix A shows the locations of furniture in the gardens.

Benches of high design quality are to be located throughout the gardens, .

The Cartwright Gardens John Cartwright Statue is to be specialist-cleaned and will be retained at the main entrance to the gardens.

The tennis courts will be enclosed by a green-coloured 4 metre-high weld wire mesh.

The notice board will be located at the main entrance to the Gardens (opposite the main building entrance), on the right upon entry to the Gardens. It will include two sections, one to include the history of the gardens for information and other for notices relating to the Garden Halls, gardens, event, the CLG and local community.

2.7 Soil

Upon identification of the root protection areas (RPA) of the existing trees to be retained in the gardens, the RPA will be protected through ground protection measures. Appendix A shows the relevant areas for protection. The soil within the RPA is to remain undisturbed, with top soil to make up levels if required (the measures shall follow guidelines and standards set out in BS5837:2012 "Trees in Relation to Construction" and is a condition of the planning permission).

Imported topsoil is required for the areas of amenity space and shrub areas not included within RPA.

2.8 Note on the Tennis Courts

The planning submission for Cartwright Gardens proposed the retention of two tennis courts to be opened for public access. During the course of the application Members and consultees expressed a preference for the retention of all four tennis courts and it was agreed this position would be reviewed post-approval.

In accordance with the S106 obligations, the number of tennis courts has been the subject of review. The CLG have expressed a preference that all four tennis courts are retained, based on their belief that there is strong demand.

This request has been referred to the Council for approval (as part of the Condition 5 landscaping details). Appendix A reflects the existing four tennis courts in the context of the site and the favoured position of the CLG

3.0 Maintenance of the Public Areas

This section details the general cleaning and security arrangements for the Public Areas and outlines the maintenance measures for the Gardens post-construction.

3.1 Provisions for cleaning and securing the Public Areas

UPP will ensure the hard surfaces within the Gardens are regularly swept to remove debris and accumulated grit, and will maintain the grounds in a neat, tidy, safe and clean condition. A rolling programme of jet / pressure washing will be introduced to ensure safety and maintenance of site aesthetics.

Paths will be regularly gritted in icy or snowy conditions and cleared of any residual ice and snow.

A schedule of seasonal maintenance will be undertaken including path clearance, lawn mowing and edging, pruning, weeding, replanting, tree inspections and arboriculture. Maintenance of the soft landscape areas will include regular weeding and replanting as necessary, including the replacement of seasonal plants.

According to season and weather, UPP will tend, fertilise and re-seed grassed areas to maintain the landscape and will ensure that the grass is cut within the ranges of:

1. Formal 25mm to 50mm
2. General 40mm to 75mm; and
3. Edges are neat and trimmed.

Grass cutting machinery shall be the most appropriate for the area being cut. Early morning cutting will be avoided so as not to disturb Local Residents.

All trees in the garden will be surveyed annually for signs of disease and dealt with appropriately to ensure that they remain healthy and attractive and do not overhang paths or roads so as to create a hazard.

Bat boxes and bird boxes will be provided and habitat will be provided to encourage birds and butterflies to visit the Gardens. The boxes will be cleaned out annually outside the breeding season.

Litter bins will be appropriately distributed throughout the Gardens next to seats and along the main paths. These will be emptied daily by the caretaking staff and more frequently at peak times, e.g. during the summer months. Recycling will be encouraged by the use of appropriate bins. The grounds team will also regularly patrol the Gardens to litter pick and empty waste bins for health and safety of visitors. UPP will also undertake a programme of inspection and litter picking, to ensure external grounds areas are generally free of accumulations of extraneous and windblown materials.

No toxic plants or chemicals will be allowed on site.

Dog owners will be expected to keep their pets under control at all times and to prevent or remove dog waste from all areas. Specific waste bins will be provided and regularly emptied.

Under normal circumstances the grounds team will not be using any vehicles in the Gardens, which will increase safety on the site. Additionally, the grounds maintenance staff will complete incident, noise and accident reports as required, responding to antisocial behaviour in the Gardens and liaising with emergency services as necessary.

3.2 Maintaining the physical measures following construction

Maintenance of the Gardens and tennis courts will be undertaken by UPP's site based grounds maintenance staff and caretakers, who will act in the capacity of park wardens. They will not have powers to fine, apprehend or prosecute offenders, but will interact and inform the public safely and in a positive manner, see section3.

The Tennis courts including lines nets, posts and surrounding fences will be maintained in a safe and playable condition. Paths and walkways will be regularly inspected and appropriate action taken to remove any obstructions or hazards.

Fences, gates and furniture will be regularly checked for damage and repaired expediently by the on-site team wherever possible.

A copy of the annual planned maintenance schedule for the Gardens will be made available to the CLG for information.

A programme of lifecycle maintenance and replacement will be undertaken and a plan produced based on the life expectancy and use of the street furniture, landscaping, fences, and locks within the Gardens. An annual inspection will be undertaken to check the serviceability of all items and recommendations for replacement reviewed with the University.

It is considered that the CLG will continue to act as a forum for local stakeholders to feedback on maintenance of the public areas.

4.0 Securing public access to the Public Areas (Tennis Access)

This section sets out the securing of public access to the tennis courts specifically for Students, Local Residents and members of the public.

4.1 Securing public access to the Tennis Courts

The tennis courts will be secured by use of a padlock when not in use and keys will be issued and controlled from the reception desk in the Halls of Residence for persons with bookings.

4.2 Details of booking system

Booking of the courts will be via the Hall reception, with each booking being for a 1 hour slot.

4.3 Hours Available

The courts will be available 364 days a year (less period when the Gardens are used for private events) from dawn to dusk.

5.0 Securing public access to the Public Area (Daytime Access)

Security for the Gardens will be provided by UPP's site based staff.

Staff will open the Gardens at dawn each day, 364 days of the year (less period when the Gardens are used for private events) having first conducted a patrol of the area to make sure it is safe for the public to enter.

Staff will be responsible for the final patrol to make sure that all visitors have left the Gardens before the gates are locked at dusk each day. Any persons acting in an antisocial manner or carrying out unlawful activities in the Gardens will be asked to desist by UPP security or grounds staff. If necessary this will be escalated by contacting the local police.

At the request of the CLG staff will undertake a further five patrols of the Gardens each day.

6.0 Charging Mechanisms

The tennis courts will be bookable when the Gardens are opened each day until one hour before they are closed in one hour slots and will be available both during the week and at weekends and on Public Holidays.

It is anticipated that in line with other bookable hard tennis courts in the area a charge of £10.00 per hour will be payable, with Local Residents and Students receiving a 50% discount.

Local Residents and Students will be issued with a card entitling them to 50% discount when paying for the court (following proof of identity and address and University ID's, respectively).

Local Residents are defined as residents living in residences and accommodation with addresses in, or properties opening on to), the immediate vicinity of Cartwright Gardens, principally Leigh Street, Sandwich Street, Hastings Street and to include the Marchmont Association area. We will look for the guidance from the CLG in refining the definition of Local Residents on an on-going basis.

7.0 Management and the method of granting permission for private events

Where events are held in the Gardens, an 'Event Plan' along with risk assessments and proof of Public Liability Insurance will be provided. The Community Liaison Group will be notified at least two weeks in advance, before the event is allowed to proceed. These details will also be advertised on the notice board and website. Requests should be made to the UPP Residences Manager and approval will be given in conjunction with the University and the CLG. Copies of risk assessments and operational plans including security, management and control of the event will be made available to the CLG as requested.

Following a request, people wishing to hold an event will be notified whether their application has been successful. Preference and priority will be given to Local Residents and the University of London staff and Students.

The Event Plan will include full details of the proposed event, including start and finish times, the nature of the event, details of the organisers and any speakers, performers or special guests and the level of security and/or first aider presence required. Any potential risks associated with the event will be identified and advice will be taken as appropriate.

In accordance with the provision of the Section 106 Agreement, no more than five daytime and daylight hours private events (during 8 am to 6 pm) and a further three events occurring between the hours of 8 am to 9pm (when these hours are within daylight hours) would take place in the Gardens within one calendar year, unless otherwise agreed by the Council.

8.0 Notice board and website

A notice board will be provided at the main entrance of the Garden offering details of opening times of the Gardens, the use of the facilities and details of public events (when appropriate), as well as information about the history of the gardens. This will include the arrangements for the use of the tennis courts and the booking contact details for Students, Local Residents and members of the public. The Notice Board will also include details of the history of the gardens, for interest.

The responsibility for maintaining the information provided on the notice board will lie with a representative of UPP who will update it as appropriate.

In addition, the above information will be included as part of the University's website for Garden Halls; <http://www.cartwrightgardens-clg.com>

The responsibility for maintaining the website will lie with a representative of UPP, who will update it as appropriate.

9.0 Community Liaison Group

A Community Liaison Group (“CLG”) is established to facilitate consultation with the Local Residents and the local community in respect of matters relating to the ongoing management of Cartwright Gardens.

The formation of the CLG is a requirement of the S106 Agreement relating to the Cartwright Gardens.

The CLG has been consulted on the Open Space Operational Management Plan prior to its submission to Camden for approval.

The CLG will continue to be consulted on the management of the Gardens on an ongoing basis. The University will endeavour to give effect to any reasonable recommendations of the CLG in respect of the management of the Gardens.

A full list of comments received and responses is attached in Appendix C.

Appendix A – Landscape drawings



KEY:	Proposed Building Ref. drawing 1488-MW-T301	Road - Tarmac Ref. drawing 1488-MW-T301	The Hughes Parry Gardens - Concrete Paving Block and Banding Ref. drawing 1488-MW-T301	Sandstone Reclaimed Slab Paving Ref. drawing 1488-MW-T301	Diamond Sawn York Sandstone to the Entrance to the building Ref. drawing 1488-MW-T301	Courtyard Benches Ref. drawing 1488-MW-T801	Trees Retained Ref. drawing 1488-MW-T501	Shrub Planting Ref. drawing 1488-MW-T501
Garden Lodge	Raised Bed - Granite Block Paving Ref. drawing 1488-MW-T301	Green Roof - Gravel Ref. drawing 1488-MW-T301	Tennis Courts Ref. drawing 1488-MW-T301	Cartwright Gardens - Resin Bound Gravel Ref. drawing 1488-MW-T301	Notice Board Ref. drawing 1488-MW-T801	The Hugh Parry Garden Benches Ref. drawing 1488-MW-T801	Trees Proposed Ref. drawing 1488-MW-T501	Shrub Planting for Cartwright Garden Ref. drawing 1488-MW-T501
Cartwright Statue	Pedestrian Path - Concrete Paving Slabs Ref. drawing 1488-MW-T301	Courtyards - Concrete Plankform Paving & Set Banding Ref. drawing 1488-MW-T301	Cartwright Gardens - Resin Bound Gravel Ref. drawing 1488-MW-T301	Cartwright Gardens Benches Ref. drawing 1488-MW-T801	Hedge Planting Ref. drawing 1488-MW-T501	Amenity Grass Ref. drawing 1488-MW-T501		

Rev | Date | By | Issue

Client
University Partnership Programme

Project
Garden Halls, Bloomsbury, London

Landscape Masterplan

Drawn
AS

Checked
GM

Date
30.09.2013

Scale
1:500 @ A1

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Appendix B – List of plants and wildflowers

SHRUBS	
Abutilon pictum	
Anemone x hybrid	
Anthurim andraeanum	
Begonia rex	
Cortaderia selloana	
Crocsmia x crocosmiiflora	
Deutzia gracilis	
Larythus odoratus	
Rosa ‘La France’	
Rosa wichuriana	
Senecio x hybridus	
Stephanotis floribunda	
Weigela florida	
BPB 100%: Bees and Butterfly Wildflowers (by Boston Seeds)	
Species Name	Common Name
Eupatorium cannabinum	Agrimony, Hemp
Lotus corniculatus	Bird’s foot trefoil
Trifolium pratense	Clover, Red
Trifolium repens	Clover, White
Centaurea scabiosa	Knapweed, Greater
Origanum vulgare	Marjoram
Malva moschata	Musk mallow
Leucanthemum vulgare	Oxeye daisy
Papaver rhoes	Poppy, Field
Onobrychis viccifolia	Sainfoin
Knautia Arvensis	Scabious, Field
Scabosia columbaria	Scabious, small
Anthyllis vulneraria	Vetch, Kidney
Echium vulgare	Viper’s Bugloss
Helianthis gracilentus	Dwarf sunflower
Geranium pratense	Meadow cranesbil
Lychnis flos-cuculi	Ragged Robin
Lythrum salicaria	Purple Loosetrife
Borago Officinalis	Borage
Teasel	Dipsacus fullonum
Centaurea nigra	Knapweed, common
Centaurea cyanus	Cornflower
Aruncus dioicus	Goatsbeard
Salvia verbenaca	Wild Clary
Achillea millefolium	Yarrow

Appendix C – Community Liaison Group feedback

Appendix C – Community Liaison Group feedback.

	Ref		Rep Group	Feedback/comments	Comment
57		Pavement	SST RA	There is a long stretch of natural stone paving in Sandwich Street adjacent to the development site, which is an attractive feature of Sandwich Street. We require assurances from the developers that if this is damaged during the construction period, it will be replaced with natural stone paving matching the existing one.	If the pavement is damaged BMCE will repair. Material selection associated with the footpath has been advised during the planning and 278 works consultation period.
58	OSOMP V01	New Pavement	Hotel	The proposed new pavement on the Eastern side of the Gardens must not be constructed until such time as there has been a proper consultation on the proposed one-way system. To construct it in advance of this quite separate exercise is to prejudice the consultation by creating a de facto narrowing of the road conducive to a one-way system.	Camden has confirmed that this is subject to a separate consultation process.
59	OSOMP V01	Tennis Courts	Hotel	No courts must be removed from the Garden, which provide material benefit to a wide range of users.	The requested to keep tennis courts over the increase in open space will be passed to the appropriate authorities.
60	OSOMP V01	Garden Security	Hotel	See Appendix B: Garden Security	The use of padlocks and additional patrols will be added to the plan as requested. Within the design the security lodge and management offices face the garden and will provide additional oversight. The gardens will be open only from dawn until dusk and with public access we do not believe CCTV is appropriate.
61	OSOMP V01	Quality and Resources	Hotel	See Appendix C: Adequacy for future Garden Funding	See response to item 68
62	OSOMP V01	Private Events	Hotel	There is no reason, given the damage to the hotels that will be caused by opening the Gardens to the public, for excluding the hotels from booking their own private events. Hotels in Cartwright Gardens must be provided with two	In terms of private events held in gardens this is limited within the 106 agreement and we would in any event anticipate this being a rare occurrence. We do not believe local Hotels have been excluded

				slots.	from requesting private events and would expect should a hotel wish to hold a private event in the gardens that this would follow the requirements set out in the OSMP. We would not allocate any slots to events until the requirements within the OSMP are meet.
63	OSOMP V01	Private Events	Hotel	As part of the conditions upon private events, it shall be a requirement that any such event is ticketed and such tickets shall not be exchanged; organisers shall check guests into private events and any member of the CLG has the right to be present to ensure such checks are made.	<p>We would anticipate private events in the gardens being a rare occurrence. Should there ever actually be such events they would have to be managed appropriately which would certainly include control of the event including attendees and security.</p> <p>The following is an extract form the 106 agreement:</p> <p>‘(vi) details of management and the method of granting permission for private events to be held in the Gardens which will be subject to prior notification to the Community Liaison Group at least two weeks in advance of the event taking place with details to be advertised on the notice board and website AND AT ALL TIMES no more than five daytime and daylight hours private events (during the hours of 8am to 6pm on the same day) and a further three events occurring between the hours of 8am to 9pm on the same day and only where those hours fall within daylight hours) to be held in the Gardens in one calendar year save as otherwise agreed with the Council ‘.</p>
64	OSOMP V01	Consultation	Hotel	The text should be amended to reflect the precise nature of the consultation that actually took place	Clarification of request required.
65	OSOMP V01	Phasing of Works	Hotel	The University must provide a detailed schedule of works to be carried out in the Garden and on the Gardens Hall site, which avoids the worst of the visual impact of both	Refer to points 40 and 48.

				occurring at the same time.	
66		Tennis Courts	Student, local community and business	Maintain four rather than 2 courts	We will pass this request to the appropriate authority
67	CMP	Boundary Railings	SST RA	The CMP states that the boundary railings to the gardens of Cartwright Gardens will be stripped and re-painted. We ask, in the interests of the local community to stop anti-social behaviour at night time, that these be replaced with new better quality, higher railings. The comparison with Gordon Square, which has often been cited by the developers, is unrealistic. Gordon Square is surrounded by university buildings, Cartwright Gardens by hotels which prostitutes could attempt to use.	We would wish to maintain the railings as they are currently featured.
68		Grounds maintenance	Hotel	<p>University should set aside a ring fenced capital sum from whose income future maintenance would be guaranteed. This is still a viable model which we would urge upon the University. The sum could be found from the proposed life-cycle costings proposed in OSOMP V01.</p> <p>Failing the creation of an adequate ring fenced capital sum the hotels request the following arrangement:</p> <p>Given the University's poor maintenance record over the previous leasehold, when resources were provided by the Hotels, the 'Owners' must commit to maintaining all aspects of the Garden from their own resources without charge to others (except for Tennis Courts) and shall not only produce a life-cycle costing for Garden maintenance but also a consonant 3 year rolling budget of proposed expenditures, and audited accounts of all Garden expenditures. Such costings, budgets and accounts shall be provided to the CLG and Camden, where the latter shall</p>	An initial allowance has been made for a sinking fund to maintain the gardens over the life of the development. This will be reviewed and confirmed once the detailed plans, such as 2 verses 4 tennis courts, is agreed. The sinking fund is a ring fence resource and cannot be used outside the life cycle costs. These accounts are not separately audited however we would provide the group with the plans for routine maintenance and sinking fund works on a 5 year plan on an annual basis for the groups input.

				provide, as promised during the planning application, its expert comment on the adequacy of funding for maintaining the Gardens at the level of quality achieved upon completion of its landscaping.	
69		Gardens security		As a poor minimum the University must provide CCTV in the Gardens and have 5 equally spread security patrols a day in addition to the ones at the beginning and the end of the day. Security staff should also padlock the gates by key, rather than rely upon a security code, since in Argyle Square these are given to down and outs by resident students.	The use of padlocks and additional patrols will be added to the plan as requested. Within the design the security lodge and management offices face the garden and will provide additional oversight. The gardens will be open only from dawn until dusk and with public access we do not believe CCTV is appropriate.
70		Governance	MA	The CLG, as currently set up, is entirely preoccupied with the oversight of the construction process and will subsequently be primarily concerned about the management of the halls once they are occupied by students. Issues surrounding the operational management of the gardens will be of interest to the hotels in Cartwright Gardens, the student halls, residents in the northern crescent and adjacent streets and garden users, including tennis players. I can't imagine that people coming to meetings to discuss the gardens will want to spend time listening to disputes between the University and Sandwich Street residents about the hostel or that Sandwich Street residents associations will necessarily be motivated to discuss the operational management of the gardens, which do not directly impinge on their quality of life. There will, of course, be some overlap in membership of the two groups, but separate forums will be the best way forward, as proposed and (I thought) previously accepted in principle by Martin when I suggested that a 'Friends of Cartwright Gardens'	Should it be felt by the Group that as the redevelopment progresses that a change in representation will best allow for consultation and liaison it is within the groups powers to agree change in the make up of the representation though we would request that the size of the group stay within the numbers of representatives already agreed so as to maintain its effectiveness. We would be supportive of the principle of a Friends of Cartwright Gardens Group and would welcome the opportunity to discuss and develop the idea further.
71	CMP	Hard landscaping	MA	concerns about the intention to apply 'bonded resin gravel' to the footpaths within the gardens, as this had proved	We are awaiting specialist advice on this point so that we can fully consider. Once this is received we

				unsuccessful in other gardens, where the surface has deteriorated quickly and cracks have appeared.	will be able to reply more fully.
72	OSMP	Tennis Courts	MA	3. Page 10 of the Plan lists the streets in which residents will be regarded as eligible to use the tennis courts. Whilst we would welcome priority being given to local residents, it would be helpful to define the meaning of "to include the Marchmont Association". This could be interpreted to mean residents living in the streets located within the Marchmont Association's area of benefit, or members of the Marchmont Association. The latter would be difficult to administer, because we do not run a membership scheme as such, with all residents and businesses within the area of benefit who support our aims being deemed to be members, with entitlements to vote at our AGMs and be on our Members and Supporters mailing list.	We have amended the plan to clarify the point and would seek the groups views on what the definition of 'local resident' should be.
77	CMP	Timetable	Church	Details of timescales: Approximate timescales are given (ie demolition from July 2014 to March 2015, construction to September 2016), but no details as to when the large-scale, disruptive, noisy and dusty activities of demolition and pile-driving foundations. Detailed phasing and timescales need to be provided, and these need to be available now in the CMP, and not just 4 weeks ahead of any particular piece of work.	A high level project plan is provided to the group. If further detail is requested at this stage we would be happy to discuss and provide further information as appropriate.
81	CMP	Trees	Church	There is a statement that there are no trees with tree protection orders so TPOs are not applicable (for example, in Appendix E page 4). However we would like reassurance that care will be taken to protect all existing trees particularly along Sandwich St, and sanctions imposed if trees are damaged or destroyed. Such damage would negatively impact our environment in the short and long term, and also remove a barrier (the tree) which would otherwise reduce the noise, dust and visual impact of the	Refer to point 41

				demolition and construction.	
86	OSMP	Tennis	Church	Please confirm that ILSC residents will be able to use the Tennis Courts with a local residents' 50% discount, as the ILSC opens onto Sandwich St, but our residents can only give 30 Thanet St as their postal address which is our official registered address.	It has been agreed that a discount will apply for local residents and the plan will be amended to reflect this. As already identified we would seek the groups definition of a 'local resident' but are happy to confirm as far as we are concerned the discount would apply to ILSC residents.
88		Governance		2.3 states that BM will be an integral part of the CLG and will implement and act upon recommendations where possible unless there is a compelling reason for not doing so.	Noted
90	CMP	Comms.	BCAAC	Para 2.19 states that 'BM pride themselves on minimizing disruption,' so this suggestion would seem to accord with this objective. It also states BM will keep 'local residents and businesses informed of site activities.' Surely, our common objective should be for them to be unaware of these, rather than be 'informed' about them! In addition notices should be located at the junction with Duke's Road and Euston Road stating that there is NO ACCESS to Cartwright Gardens.	Refer to point 84 above and section 3.3 of the draft CMP.
93	CMP/OS MP	Paving	BCAAC	New footway The CGOSOMP states that the paving will be in 'concrete slabs' these are not appropriate for this location or indeed around the crescent. This should be finished in yorkstone as pavements in yorkstone survive in Burton Place and elsewhere in the vicinity. This is poor quality, utilitarian paving and the introduction of any more in an historic conservation/listed building context is not acceptable.	Part of the 278 agreement
94	OSMP	Seating	BCAAC	The design of the new 'chapelet' seating is not compatible with an historic garden and should be reconsidered.	We would greatly value the groups input on what seating would be in its opinion more suitable. We could then investigate the possibilities and bring these to the group for their consideration.
95	CMP/OS		BCAAC	BCAAC considers that the retention of the four courts is	We will pass request to the appropriate authorities.

	MP			desirable as a much needed amenity, without the usual 'anti-social' impacts of other ball games.	As stated at the meeting the University or the developer has no preference
96	OSMP	Private Events	BCAAC	<p>The BCAAC believe that public open spaces should be open to and should benefit the entire community and that they should not be managed or used for private gain or to the exclusion of the local community. The Bloomsbury garden squares have always provided a refuge - a breathing space – in an urban environment. Cartwright Gardens was designed as and remains a lovely quite space very near the activity of the Euston Road and Kings Cross Station. We are concerned about the suggestion that “events” may be held in Cartwright Gardens. The BCAAC is unaware of any ‘events’ that have been held in recent years, nor of a demand for them to be held. These events would also seem to be contrary to the very quiet atmosphere, which is such a precious feature of the area, being as close as it is to the dreadful noise and pollution of the Euston Road. The notion of introducing any ‘noise pollution’ should be unthinkable.</p> <p>It is critically important that Cartwright Gardens be managed and operated without profit motive or economic interest. Any event must be charged a fee consistent with fair value for such event space in Central London. Critically, ALL income generated by any events should be managed by [NEIGHBOURHOOD BOARD] and reinvested in the Gardens for the restoration of the open space itself and not paid to event administration or to offset regular operations costs, which we understand are to be borne by the University. Any such events must also be in compliance with the provisions of the London Squares Act 1931.</p>	<p>Previously the private events held in the Gardens have consisted of an annual event held for the students’ resident in the University of London’s Intercollegiate Halls of Residence. Tickets for this event have been given to the Hoteliers.</p> <p>Priority for events will, as set out in the OSMP, be given to the local community, the University and its students. The CLG will be consulted and informed of requests for events.</p> <p>The owner will be responsible for the maintenance and up keep of the gardens in any event.</p> <p>Where events are for a local community group, the University or its students we would anticipate the charge will be to cover the costs directly associated with the event for example security and additional litter clearance.</p>
114	OSMP		JS	Point 1 - There has been a potentially catastrophic underestimation of the potential for ASB in daylight and after dark. PC Michael O’Grady, our “boots on the ground”	The opening of the Gardens was communicated and agreed as part of the planning approval process.

				has not been consulted at all, nor has the Safer Neighbourhoods team. There are several specific ASB hazards in this particular neighbourhood which will affect the Gardens if opened to the public.	
115	OSMP	Tennis	JS	Point 2 - The proposal to reduce the number of tennis courts by 50% without any efforts to discover who uses the tennis courts or inform them properly of the plan is unacceptable and appears to go against Camden Councils objective to support participation in sport.	Please refer to the response in item 59.
116	OSMP	Tennis	Local Resident	Request that the 4 tennis courts be maintained	Please refer to the response in item 59.
117	OSMP	Plan	CLG 19/3/14	Request that the wording be reviewed to 'other than in exceptional circumstances'	UPP reviewing
118	OSMP & CMP	Plan	CLG 19/3/14	Hard copies of documents to be posted 10 days prior to meetings in addition to e-mail and posting on the webpage. Representative groups to confirm postal addresses.	UPP to arrange posting, Representatives to provide postal where they wish hardcopies prior to meetings.
127	OSMP	Tennis	CLG 19/3/14	It was agreed UPP will submit planning condition 5 for 4 tennis courts	UPP to progress
128	CMP	Tennis	CLG 19/3/14	It was requested that the CMP be reviewed to see if it is possible to maintain a tennis court in use throughout the refurbishment of the gardens	Brookfields reviewing
129	OSMP	Planting	CLG 19/3/14	It was requested that the advice and thoughts of the London Wildlife Trust be sort in the design of the Gardens	UPP/UoL to approach the LWT
130	OSMP	Planting	CLG 19/3/14	It was requested that some more mature shrubs be maintained in the gardens	CLG to advise on the plants and UPP to pass to the landscape architect
131	OSMP	ASB	CLG 19/3/14	It was suggested that PC O'Grady should be invited to the next CLG meeting	Chair CLG to invite
132	OSMP	Plan	CLG 19/3/14	It was requested that Skinners be asked to confirm any historic issues that have been reported	UoL/UPP to seek comment