

Saughton Park



10 Year Management and Maintenance Plan 2021-2030



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MMP Saughton Park 2021-2030 Update**DOCUMENT CONTROL SHEET**

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***The vision for Saughton Park is ...
to build a new sense of value and purpose that extends
ownership, addresses need and offers a more inclusive
community asset for education, recreation, health and
well-being, all of which can contribute more directly to the
needs of local communities and offer wider value to
visitors and those seeking to better understand and share
in the special quality of the town and the surrounding
Green Network linkages.***



Figure 1 – Photograph of Royal Promenade looking towards bandstand (2019)

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1. INTRODUCTION AND CONTEXT

1.1. Key Site Information

Park Name:	Saughton Park
Address:	Balgreen Road, Edinburgh, EH11 3BQ
National Grid reference:	321865, 322185
Site area:	34 acres
Telephone Number:	0131 529 7921
Email:	parks@edinburgh.gov.uk
Site Ownership:	The City of Edinburgh Council – The Common Good Account
Area Designation	South-West Locality
Classification:	Premier Park
Plan Ownership:	Craig Dunlop Parks & Greenspace Officer craig.dunlop@edinburgh.gov.uk 0131 529 7921



Figure 2 - Illustration of Saughton Park

1.2. Saughton Park Overview

Saughton Park is located 3.5km south-west of Edinburgh city centre with the Water of Leith forming its south and south-eastern boundaries. The park is approximately 142,300 square metres in area (14.23 hectares / 35 acres) and is part of the former Saughtonhall private estate.

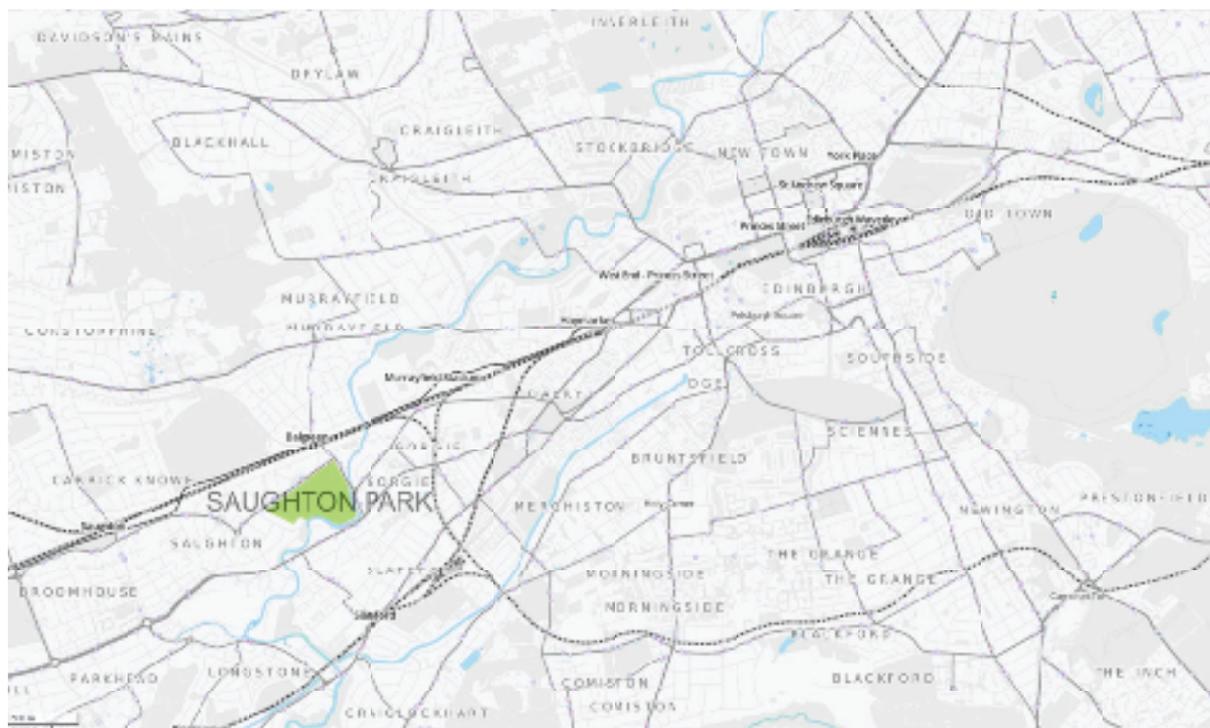


Figure 3 – Location Map

The area of land we now know as Saughton Park dates back to around 1623, when it is first shown on maps and referred to in associated documents. In 1660 Robert Baird, a well-regarded merchant, purchased the estate and is thought to have been responsible for building the older parts of Saughton Hall. Although originally a private residence, through its history the site has served a range of functions including:

- House and grounds
- Private lunatic asylum [sic]
- Private fruit, flower and vegetable gardens
- Private occupational and horticultural therapy
- Golf Course
- Scottish National Exhibition 1908
- Public Park and Gardens
- WW2 Land Girl accommodation
- WW2 Vegetable beds
- Sports complex and pitches
- Play area and Skatepark

The significant heritage value of the park was documented and has now fully benefitted from a £8.5 million-pound investment through National Lottery Heritage Fund (NLHF), City of

Edinburgh Council contribution and other generous external funding grants between 2016 and 2020.

Saughton Park sits within the Gorgie/Dalry ward of Edinburgh with the most immediate communities being Stenhouse, Whitson and Hutchison. The revitalisation of the park has increased its attractiveness as a destination for a much larger audience, including many first-time visitors to the site. The two new car parks at the east and west entrances and the proximity of the park to the Edinburgh tram and bus network ensure that accessibility to the park is achieved through widely available transport options. The park can also be reached on the Sustrans N75 cycle routes via the Water of Leith and the John Muir Way. On-site cycle parking is provided.

The layout of the park offers excellent accessible routes traversing the different zoned areas of the park through safe and level paths for all abilities. The design provides open space which can accommodate events, sport, play and leisure activities. Within the park there are a number of built and natural heritage features that make Saughton particularly attractive for visitors:

- Grade C listed Sundial
- West Lodge and Gateway
- Exhibition Bridge dating from 1908
- Restored and reinstated Bandstand dating from 1909
- Existing Walled Garden walls
- Former Stables / Chapel
- Mature Woodlands
- The Water of Leith on its southern and southeastern edge
- Range of habitats: woodland; water; meadow; grassland

The park has strong natural heritage value, although no rare plant species were documented during the walkover Ecological Surveys prior to the Parks redevelopment. The most significant wildlife resource is the Water of Leith and its associated habitats. The formal Walled Garden provides many suitable areas for nesting birds, for cover and additionally for pollen and nectar collecting species. Millennium woodland belts along Stevenson Drive and Balgreen Road were also noted as of benefit to the site's ecology as a whole. There is a considerable variety of habitat to support varied flora and fauna.

At present the Park is managed and maintained by a range of services, with the majority of these managed by the City of Edinburgh Council Parks and Greenspace service.

The park has been well used by the local community throughout its long history for work, play and social events, and the community continue to have a strong civic pride for their park. Prior to its restoration, Saughton Park had declined in quality due to age, aspects of neglect and minor vandalism. Key contributing factors were identified as:

- limited staff dedicated to Saughton Park
- lack of wider awareness of the Park's heritage
- pressure on funding
- lack of specialist knowledge to conserve its heritage structures.

The Saughton Park Restoration Project aimed to restore the park to its former glory as a major visitor destination showcasing horticultural excellence and offering exceptional recreational and visitor facilities, opportunities for learning and volunteering and engendering a sense of pride in its neighbouring communities.

To help deliver this vision, a Masterplan was developed with the aim that Saughton Park became a place with:

- *A new role*: a centre for Horticultural Excellence in Scotland
- *A new identity*: appealing to a city wide/ regional catchment
- *A new quality*: investment establishing improved standards
- *New facilities*: supporting stakeholder and community needs
- *New opportunities*: commercial/ voluntary/ public sector
- *More visitors*: 100% increase to existing numbers
- *A retained role*: as an active focus for sport and recreation

1.3. Masterplan

The masterplan developed for Saughton Park is shown in Figure 4. The full PDF version can be viewed on the Council's website:

<https://www.edinburgh.gov.uk/downloads/file/22703/saughton-park-masterplan>

1.4. Purpose of the Plan

This Management and Maintenance Plan (MMP) documents the long term vision for the management, maintenance and development of Saughton Park to ensure that its heritage is protected and enhanced. It sets out the operational and development requirements to meet that vision over a period of ten years to make sure the required resources are in place and will support the Council's ongoing Green Flag applications over the 2021-2030 period.

Like any management plan its purpose is to:

“Provide a framework within which all future management is carried out. The plan enables any person involved to understand how and why decisions are taken, and the reasoning behind the policies and proposals for action.”

The Plan seeks to attain and implement the highest quality management and maintenance standards at Saughton Park and as an exemplar MMP, it will act as a pilot project for change, demonstrating contemporary park management and maintenance best practice within the City of Edinburgh, whilst meeting and exceeding the requirements of the Green Flag Award criteria. This is a document for everybody that works in, uses, or has an interest in the park, and which will be used to guide all future development.

Supporting the wider aims and objectives of the City of Edinburgh Council's Open Space Strategy and the Edinburgh 2050 Thriving Greenspaces Vision and Strategy, this Plan identifies the needs, aspirations and opportunities of Saughton Park as one of the City's Premier Parks and provides a foundation from which the park will continue to develop as a high quality community asset now and into the future. This MMP clearly defines activities and processes that together will not only enhance the integrity of the park but also support the attainment of wider sustainability objectives, delivering a heightened sense of community well-being through engagement and active participation; enhancing local biodiversity potential; developing multi-use community facilities worthy of civic pride; and safeguarding cultural heritage assets of significance to Saughton Park and the wider City's history.

Overall, this coordinated MMP is designed to be flexible and responsive during its implementation, enabling the plan to adapt to inevitable changes and unforeseen challenges that may present themselves in the future. This approach ensures exemplar standards are maintained throughout the grant period and that budgetary support is robust, maintained and consistent throughout the 10 year period.

The plan should be read with the understanding and appreciation of the park firmly established in its post-delivery stage of the NLHF 'Parks for People' project and recently awarded Green Flag status.

1.5. Edinburgh Parks and Gardens Framework

Edinburgh values its reputation as one of the most beautiful cities in Europe, renowned for its setting, history and built heritage. Parks and greenspaces are integral to this. They serve as a stage for our public lives and are settings where celebrations are held, where social exchanges take place, where friends mix, where cultures run into each other, where nature thrives, and where people revive themselves from the stresses of urban living.

The Parks and Greenspace Service is committed to providing quality parks for residents and visitors alike. There are five qualities that make a park great, and that drive the work of the Parks and Greenspace Service: They must be full of activity and invite affection; they must

be visible and accessible as well as being comfortable and safe; they also need to be places you can count on, no matter if you visit the park every day or once a year.

Using the Green Flag judging criteria, all of Edinburgh's 144 parks are assessed on an annual basis and a Parks Quality Score is produced for each site. These scores are compared to the Edinburgh Minimum Standard which has been developed to benchmark our parks and record how they are improving.

In Edinburgh the involvement of local residents through a network of Friends groups is well established. Depending on their capacity, sites host both major and local events and activities, offering a wide range of attractions to families and individuals from a diverse community.

1.6. Green Flag Award Scheme

The Green Flag Award scheme, in Scotland run by Keep Scotland Beautiful, recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces across the United Kingdom and around the world.

The City of Edinburgh Council has been involved in the pilot scheme using the Green Flag criteria as a measure and methodology for benchmarking the quality of parks and green spaces in Scotland since 2007. The scheme is now firmly established in Scotland with the Council holding 35 Green Flags for its parks and greenspaces.

This criterion as stated previously is used in carrying out our annual Parks Quality Assessments and gives the Council Officers and friends groups up-to-date information and a measure standard of the park at that time.

Saughton Park was awarded Green Flag in 2020 and while there was recognition and positive feedback from the judge's assessment, it was considered that the Management and Maintenance Plan used successfully for the development and delivery stage of the NHLF was requiring to be updated to better demonstrate the park today and to include a new action plan that is relevant for the next 5 years. This plan has been updated and is available on the Council's website with an annual review and appraisal process by the Saughton Park Management Group.

1.7. Development of the Plan

This Management and Maintenance Plan (MMP) has been prepared by the City of Edinburgh Council and representatives from the Saughton Park Management Group to provide not only a long-term vision but also details on both developmental and operational duties required to achieve that vision.

It's an update from the original 2015 plan developed to support a successful round two National Heritage Lottery Fund bid application which involved a substantial amount of survey work and extensive consultation and engagement with users, local organisations, partners, officers and other service providers. The results of this work had a significant influence on the detail of the MMP Action Plan. A list of associated reports is included in Appendix 1.

Guidance from the NLHF Management and Maintenance Plan Guidance for landscapes, parks and gardens (Feb 2019) and that with the Green Flag awards has been used during the preparation of this plan. The high standards expected are assessed against the criteria

for obtaining Green Flag Award status which was a requirement part of the NLHF scheme and was successfully achieved in 2020 for the first time. A Bibliography of the relevant plans and strategies referenced in this document is included in Appendix 1.

Preparation of the MMP has ensured that:

- The plan complements current local and national policies and strategies;
- The project fits into the Council's plans for preserving and improving our urban and natural environments together with protecting and enhancing parks and green spaces;
- Where necessary, improvements in council practices have been or will be undertaken in order to deliver the aims of the plan;
- Data was analysed to understand the parks' issues and potential opportunities;
- There are detailed plans to manage and maintain the park to a high standard following the restoration project; and
- Appropriate measures have been developed for monitoring and evaluating the restoration work undertaken to ensure on-going and long term benefits.

The plan contributes the NLHF's outcomes for heritage, people and communities:

Outcome for heritage:

- Heritage will be better managed
- Heritage will be in better condition
- Heritage will be better interpreted and explained.
- Heritage will be identified / recorded

Outcome for people:

- People will have developed skills
- People will have learnt about heritage.
- People with have volunteered time.

Outcome for communities:

- The local area/ community will be a better place to live, work or visit
- Negative environmental impacts will be reduced
- More people and a wider range of people will have engaged with heritage

Key initial factors in the successful delivery of these aims include:

- Extensive improvement works to enhance arrival points, create new pedestrian routes, upgrade path surfacing, provide additional visitor facilities and build on existing community involvement.
- Increased routes to and around Saughton Park, remove scrub and overgrown vegetation to improve natural surveillance, introduce park lighting and monitor anti-social behaviour.
- Development of proposals which are robust and sustainable, agree future required maintenance regimes and responsibilities for their delivery and introduce a reporting structure for elements of disrepair.
- Establishment of a new programme for maintenance, minimising future burden through varied regimes for areas within the Park and develop proposals which rely on renewable energies thus minimising future energy costs.
- Development of proposals which focus on and increase awareness of the Park's rich heritage, consolidating built elements to enable their continued benefit to the Park and continue to involve local people in the parks development ensuring new elements respond directly to current user needs and aspirations.

- Establishment of a range of activities and events which enable involvement of the Parks varied users including the Royal Caledonian Horticultural Society, the Friends of Saughton Park Group, Health All Round, the Ford's Road Care Home, local schools, the communities and youth groups and incorporate built facilities within the park which maximise opportunities.
- Continued development of the Saughton Park website, increased promotion of events, Park signage and boundary treatments.
- Creation of a clear and proactive Action Plan which addresses the needs of Saughton Park on all levels, establishing clarity of Management Structure and mechanism through which funds can be generated and retained for use within the Park itself enabling it to build as a destination and fully realise its potential as one of Edinburgh's Premier Parks.

Overall, the MMP supports the prioritisation of effort and resources to achieve and sustain quality and value, creating a culture based on improvement and goal achievement whilst protecting against unplanned and poorly considered developments and changes to best meet the needs of the local community.

1.8. Report structure

This plan examines the current management and maintenance procedures that relate to the park, describes the objectives for the park's management, identifying specific issues and opportunities and detailing where improvements and enhancements can be made. These then inform how the park will be managed, enhanced and maintained in the future as set out in the following sections.

This 10 year Management and Maintenance Plan establishes the following:

Section 2 - The context of the park and its current status within Edinburgh, and how it is currently managed.

Section 3 – Reviews the Park relating to the Green Flag Award criteria and establishes core recommendations for moving forward.

Section 4 – The Vision for Saughton Park and management aims.

Section 5 – Our proposed methods of achieving the Vision through the developed Action plan.

Section 6 – How we will monitor and evaluate what we have achieved.

2. WHERE WE ARE NOW

2.1. Policy Context

The management of Saughton Park is governed and guided by local policies and strategies. They aim to deliver safety and equality of provision, safeguard and enhance local environments and neighbourhoods, and ultimately improve the quality of life for Edinburgh's communities, enabling residents to participate fully in the City's parklife.

These are summarised below:

Corporate Strategies and Policies

- [The City of Edinburgh Council's Business Plan 2023-2027](#)
- [Edinburgh Adapts: Climate Change Adaptation Plan 2016-2020](#)
- [Sustainable Edinburgh 2020](#)
- [Edinburgh City Plan 2030](#)
- [South West Locality Improvement Plan 2017-2022](#)

Park and Environmental Policies

- [Thriving Green Spaces Vision and Strategy Draft \(2023\)](#)
- [Edinburgh Public Parks and Gardens Strategy 2006](#)
- [Edinburgh Open Space Strategy 2021](#)
- [Edinburgh Biodiversity Action Plan 2022 - 2027](#)
- [Trees in the City Action Plan 2014](#)

Copies of these documents are available on request although many can also be accessed via the Council website (www.edinburgh.gov.uk).

2.2. Site Overview

2.2.1. *Description of the site*

The local demographics, socio economic status and satisfaction with the local area as a further indicator of the priorities for investing in Saughton Park:

- The catchment within approximately 1km contains 15,758 people, roughly 3.5% of Edinburgh's total population.
- There are more females than males in this area which is similar to Edinburgh as a whole.
- The population appears to be older than the average for Edinburgh and Scotland. Around a quarter of all residents are under 24, compared to 30% across the City and nationally.
- The catchment area is slightly less ethnically diverse than the City of Edinburgh but more diverse than the national average. The largest ethnic minority in the catchment is Pakistani and other South Asian.
- Perceptions of general health within the catchment is seen to be worse than both the average for Edinburgh and Scotland.

2.2.2. Location

The immediate market for Saughton Park is considered to be within a 1 km walking distance. This incorporates parts of the wards of:

- Sighthill/ Gorgie
- Corstorphine/ Murrayfield
- Fountainbridge/ Craiglockhart

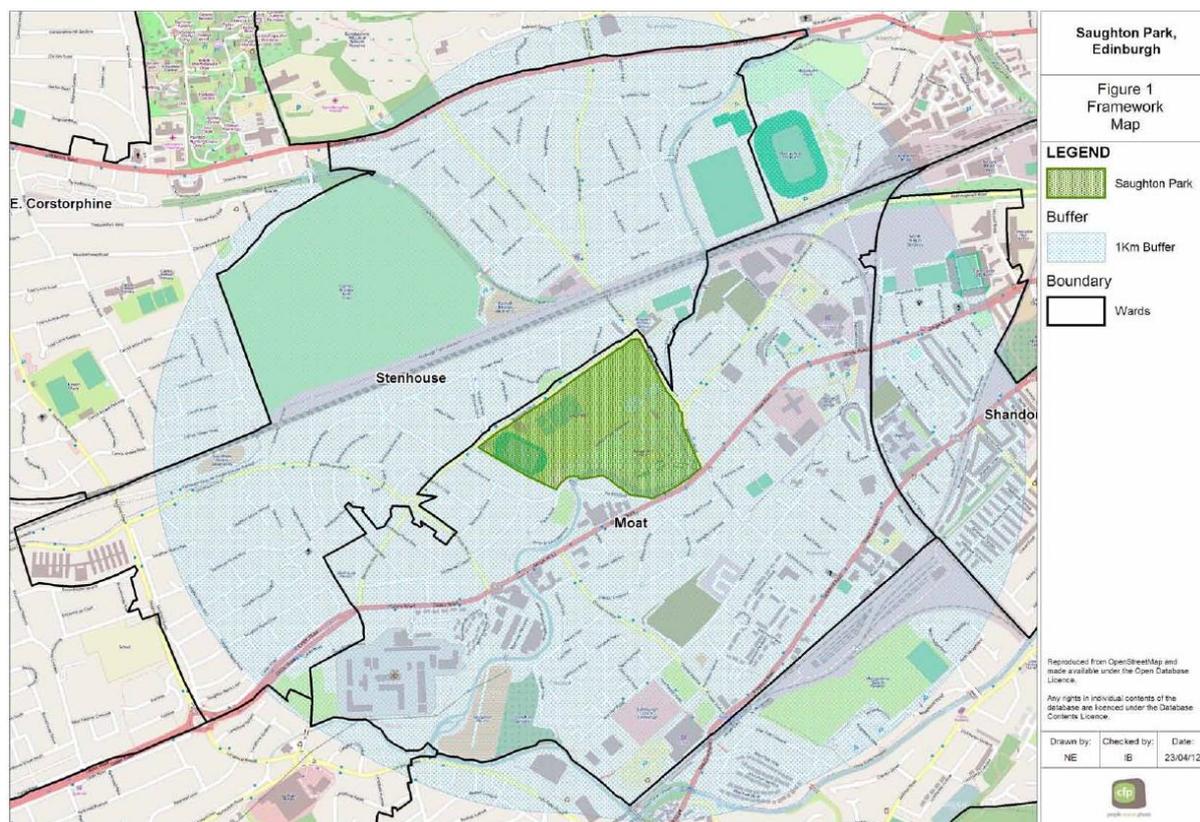


Figure 5 – Market catchment map

The local market is considered to be anywhere within a 30 minute drive-time. Whilst the primary market for Saughton will be those living in its immediate vicinity, where a range of facilities are on offer, users will travel from further afield.

2.2.3. Legal Issues

Ownership

The site is owned and maintained by the City of Edinburgh Council; a copy of the deeds is held by the City of Edinburgh Council Parks and Greenspace Service.

Common Good

Common Good Funds are a special type of property owned by local authorities in Scotland, which is legally distinct from all the other property which they own. These Funds are of ancient origin and consist of property that previously belonged to one of Scotland's burghs. They include both moveable property and heritable property (land and buildings). By far the largest component of Common Good Funds is heritable property and while this mainly consists of

public buildings and public spaces, such as parks, it also includes in some cases farmland and other heritable property, such as salmon fishing.

Saughton Park as a local recreational park is covered by the Local Government (Scotland) Act 1973 which protects areas of land for the benefit of the public.

QE2 Fields in Trust

The Fields in Trust are a national charity and operate throughout the UK to safeguard recreational spaces and campaign for better statutory protection for all kinds of outdoor sites.

Founded in 1925 as the National Playing Fields Association by King George V. The Fields in Trust's mission is "to ensure that everyone – young or old, able or disabled and wherever they live – should have access to free, local outdoor space for sport, play and recreation. These spaces are vital to building happy and healthy communities and sadly continue to be threatened by all kinds of development".

Saughton Park is listed amongst the many Fields in Trust sites in Edinburgh.

Leases and licences

The Four Square Park Café holds a lease to operate a year round café and catering facilities from the park's courtyard area. The lease arrangement managed by the Council's Estates Team.

Bylaws

Information relating to relevant local Bylaws is contained within Appendix 2.

Designations

Saughton is one of Edinburgh's Premier Parks, and whilst it has a number of historic features within its boundaries the only Designated Structure present is the Rose Garden Sundial which is Grade C Listed.

The Water of Leith is one of City of Edinburgh Council's Designated Core Paths (CEC18) with Saughton Park Winter Gardens highlighted as a point of interest along its route. The South Queensferry to Edinburgh section of the 215km Coast to Coast John Muir Way also passes along the Main Drive of Saughton Park.

The Water of Leith Corridor itself is a Local Nature Conservation Site also noted as an Urban Wildlife Site highlighted as having importance for local biodiversity.

The southern boundary of the park adjacent to the Water of Leith is identified within Edinburgh's Local Plan as 'An Area of Importance for Flood Management'.

Sustrans National Cycle Route 75 runs to the south of Saughton Park along the Lanark Road with local route connections shown to Saughton.

2.3. Physical Aspects of the Park

2.3.1. Site Features (Zones)

Identification of areas of distinct landscape character is an aid to the description of the landscape and to understanding its structure. Such zones can also be useful in organising survey work and in planning management.

The main determinants of variations in character are:

- landform (natural and man-modified)
- vegetation cover and pattern
- watercourses and main routes
- walls, buildings and other designed features
- land use.

Saughton Park is simply divided into three zones, as seen on Figure 7.

Zone 1- Sports pitches and playgrounds

Zone 2- Walled garden

Zone 3- Riverside parkland

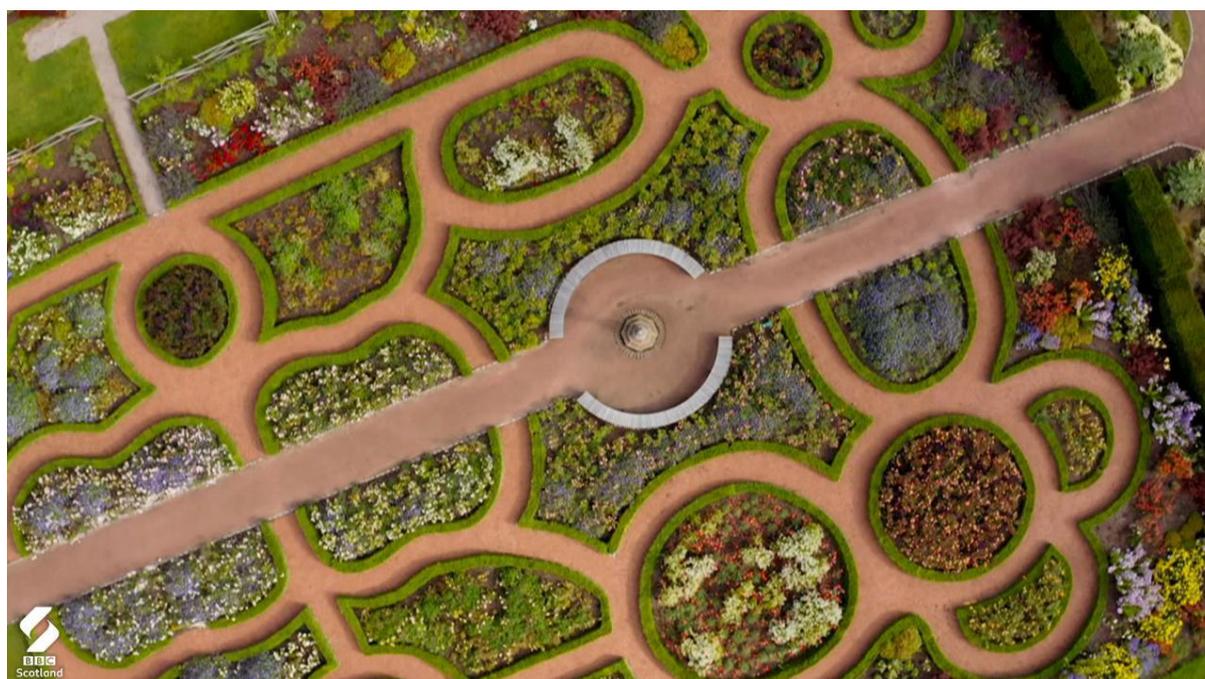


Figure 6 - Photograph of Rose Garden Parterres (2019)



Figure 7 – Diagram showing Saughton Park Zones

2.4. Landscape Characterisation

2.4.1. Zone 1, Sports pitches and playgrounds, 8.80 ha

A rectangular area mainly comprising grass sport pitches, but with a well-equipped children's play area, multi-use games area, outdoor gym equipment and popular skate park in the south-east corner adjacent to the Balgreen Road entrance. In the north-west are all-weather pitches enclosed by ball-fences with the Saughton Sport complex building (managed by Edinburgh Leisure and not part of the Saughton Park site) beyond. Outside the park on the west, although visually part of it, is the Saughton enclosure which includes an athletics track, football pitch and a club building used by Lothian Thistle Hutchinson Vale Football Club. Access to the enclosure is through the Saughton Sports complex or the west gates of Saughton Park. The main west-east path and Water of Leith walkway runs along the south with continuous tree planting, either as avenue trees or small woodland plantations. On the east, north and west community woodland tree belts or older individual boundary trees enclose the park continuously, apart for a few gaps on the north with understory planting and naturalised grassland. A circuitous path route was introduced around the pitches as part of the park restoration works as well as two car parks, a small one accessed from the Balgreen Road entrance and a larger one accessed from the Ford's Road entrance.

2.4.2. Zone 2, Walled garden, 3.04 ha

A rhomboidal enclosure of high walls containing a series of six garden compartments formed by yew hedges and secondary walls with the enclosed Stables courtyard in the north-west where the café, bothy, toilets, community space, office space and gardeners' yard are located. A glass-house winter garden with conservatory, toilets and ancillary buildings are to the north-east. A broad south-north walk divides the garden unequally, leading from the former Exhibition Bridge over the river the path and flanked by herbaceous borders. Two cross paths lead from this axial route at right angles through the garden compartments. Centrally and on a line with two sections of internal wall is an irregular row of yews and other trees along with winter borders. Further trees lie irregularly on the west and north boundaries and few others internally. Compartments include two parterre-type areas of rose beds, a lawn with prairie style planting beds and Bandstand, a physic garden and a sunken garden and seating area (former Italian garden). In addition, there are rose borders and a mixed border along the south wall. A formal White Border runs north-south which leads to the Dreamer of Peace statue and is adjacent to the event lawn and other informal spaces with tree and shrub planting to the west near the site of the former house, with an entrance gateway leading out to the west car parking area.

2.4.3. Zone 3, Riverside parkland, 2.38 ha

An irregularly shaped area lying between the bank of the Water of Leith and the west, south and east wall of the garden, comprising mainly an area of parkland to the south. This space is crossed diagonally by the walk from the Exhibition Bridge on the east and features a belt of predominately ornamental cherry trees to the north and scattered mature trees to the south beside the river-edge boundary stone wall. To the east is a wildlife pond, bog garden and wild orchard, and the space continues round the east side of the walled garden where there is a row of mature lime trees before the Balgreen entrance car park is reached. The southwest of the area houses the building associated with the Micro-hydro and associated interpretation. To the west the space narrows even more around the south-west corner of the walled garden then opens onto the large car parking area outside the west wall of the garden. Timber clad containers house all-ability bikes near the west entrance to the walled gardens. Mature trees

continue along the riverside and the main west-east walk and its avenue of trees forms the north boundary.

2.4.4. Site Buildings and Structures

The buildings and structures which are present include:

- Former Saughtonhall House (interpreted archaeological remains)
- Outer Garden Walls of the Walled Garden
- Walled Garden Gateway entrances - totalling eight
- Internal Walled Garden Walls
- New building housing café, public toilets and bothy
- Former sables or chapel building (now housing community and staff space)
- Rose Garden Sundial - C Listed
- West Lodge and gates
- Ford's Road bridge
- Exhibition bridge and gates
- Winter Garden and Conservatory with ancillary buildings
- Old pump house
- Bandstand

2.4.5. Topography and Geology

Saughton Park is a site of contrasting character set within ground of level appearance that in fact rises gradually from 45.0m on the east boundary to 50.0m on the west, with a steeper section across the centre of the site.

The estate's proper name, Saughtonhall, is significant, being actually derived from Saughton haugh, saugh meaning willow and haugh being level riverside land or meadow. The Water of Leith river forms the south and south-part of the east boundary of the park and with the land and trees along its banks separates the park from Gorgie Road and Balgreen Road. The riverbanks and trees, although not all strictly within the park boundary, are the most visible aspect of the park, seen from busy main roads and their junctions. The weir is a notable feature heard from the park.

The British Geological Survey geology maps indicate the ground to be a combination of soft to firm consolidates silty clay with layers of silt, sand and gravels. These fluvial deposits overlay a sandstone formation at a depth of 10-15m. Historic OS maps data show the footprint of Saughton Hall.

2.4.6. Hydrology

The Water of Leith runs to the south and south east of the park with site levels causing run off to naturally fall towards those edges. The existing sports pitches are drained via a limited network of field drains.

2.4.7. Ecology

A walkover wildlife survey was undertaken in November 2014 and updated in June 2015 by The Wildlife Partnership who identified that the most significant wildlife resource at the park is the Water of Leith and its associated habitat. The formal gardens were however noted as offering good resources in terms of cover – blackbird and thrushes nesting in the yew hedges – and pollen and nectar available from flower beds and more recently created flower rich

areas. The areas of mixed tree planting along Stevenson Drive and around the pitches are developing well and offering good structure and cover.

No rare plant species were noted. Species typical of tall herb communities with reasonable species richness and patches of tall ruderal vegetation were found along the Water of Leith with a few woodland associates including dog's mercury and ferns. In terms of biodiversity interest at Saughton, the staff and volunteers have already undertaken a number of initiatives to create new habitats and to engage the local residents. There are a number of potential projects which could further enhance the area for wildlife, and which also have the potential to involve volunteers and local schools.

A bat survey was additionally carried out which noted limited Bat activity and highlighted the buildings scheduled for demolition as being low risk. Bat and bird boxes, including a swift box have been installed.

2.4.8. Trees

An Arboricultural Survey of the site was undertaken by Alan Motion Tree Consulting Ltd. It relates to 208 trees and groups within the survey boundary shown on the plans appended to the report. Smaller trees of less than 15cm stem diameter, areas of undergrowth and areas of young plantation woodland are described in general terms but were not surveyed in detail.

The main concentration of mature tree cover is found along the central carriageway, and around the perimeter of the southern part and along the Water of Leith. The northern half has young plantation woodland developing around the perimeter of the sports pitches, but no other significant mature tree cover. Within the formal gardens to the south there are groups of young-maturing cypresses amongst shrubs, and there is a significant group of young-maturing flowering cherries to the south of the walled garden.

Overall, the condition of trees and quality of tree management was identified as good, demonstrated by the limited amount of remedial work that identified during the survey. The main concern for the long-term management of the tree stock is the heavy reliance on a mature population of sycamore. The young established Millennium Woodlands around the perimeter in the north are highlighted as providing a good landscape framework in the long-term providing they are managed regularly to select the dominant stems and thinned appropriately to allow them to develop fully.

2.4.9. Archaeology

The archaeological interest of the park centres on the remains of Saughtonhall house and the standing building and structures, i.e., the buildings in the courtyard and the garden walls. These have been the subject of a desk-based appraisal and two site investigations by AOC Archaeology Group for the Council, carried out in June 2014, Saughton Hall, Edinburgh, Archaeological Report (30 July 2014). As well as providing an accurate and detailed record and assessment of the archaeological remains within the site, the initial project provided the basis for an extensive programme of community engagement, including volunteers and schoolchildren participating in the archaeological dig at the house site over two weekends in early June 2014. Works uncovered extensive areas of Saughtonhall's foundations intact and provided a small quantity of archivable remnants of a similar era. A subsequent dig was undertaken in March 2015 to establish clearer parameters for a working brief during the project delivery.

2.5. History and Significance of Saughton Park

This section summarises the history of Saughton Park as set out in more detail within the Conservation Management Plan (2015) and explains what is important about its heritage, who it is important to and how the community value the park as part of their heritage.

2.5.1. Historic Timeline

The park has a long and interesting history. For centuries Saughtonhall was a small private estate. Early in the 19th century it became a private nursing home for the mentally ill when the old house and walled garden were both extended. In 1900 it was purchased by Edinburgh Corporation and a golf course was laid out on land to the north part of the park site. Then the park became the site of the Scottish National Exhibition in 1908 that involved redesigning parts of the walled garden with the major attraction in the area to the north. Although the exhibition buildings and exhibits were cleared away, some features remain including a bridge over the river at the south-east and the main walk through the walled garden. The park and gardens were re-opened to the public in 1910 and in the period up to World War I they were intensively developed, and a nursery established. During World War II Saughton gardens helped in the 'Dig for Victory' and the house accommodated 'Land Girls' and served as a convalescence home. During the 1950s to 1960s various garden areas and sports facilities were developed, notably the Rose Garden re-created in 1967 and the Saughton Sports Complex built in the 1970s. Many other developments and changes have occurred since, including extensive restoration of Saughton Park between 2016 and 2020 thanks to funding from the NHLF.

A full chronology of the Park's development is contained within the Conservation Management Plan (2015) developed by Peter McGowan Associates and its historic timeline can be found in Appendix 3.

The Friends of Saughton Park include a history group who have posted a comprehensive account of the park's history on their website <https://www.friendsofsaughtonpark.org/history-of-saughton-park-1>.

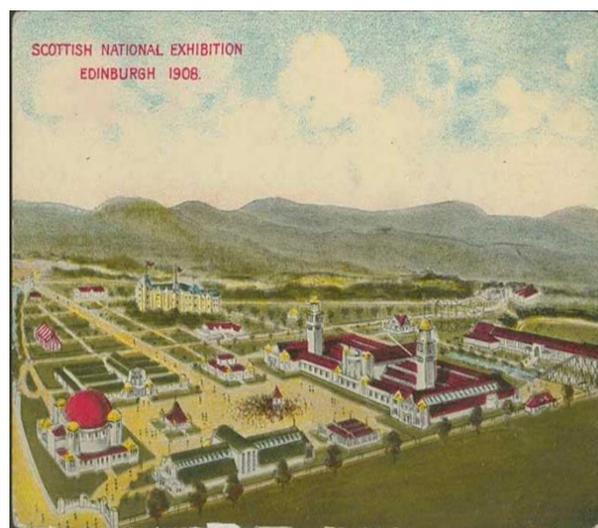


Figure 8 - Photograph of Saughtonhall House (c1940) and post-card of the 1908 Scottish National Exhibition

2.5.2. Areas of Significance

Extracted from the Conservation Management Plan (2015), a summary of the significance of the park's heritage is noted below and annotated with post-development information.

Significance of Heritage

- Summary

Saughton Park is a place of great significance in the history of the west of the city both from its time as a privately owned estate landscape and as a public park for over 100 years, with features of importance from both periods of its development. Today it is a fine public park maintained to a high standard, although with aspects of its fabric and layout that demand attention to preserve its value and includes a full range of facilities typical of a Premier Park.

Post development note: The park has been completely restored with improvements to its fabric and layout.

- Value as a work of art: Some

Saughton Park has some aesthetic value on account of the layout and planting of individual garden compartments in the walled garden, although the separation of the park's main areas and overall layout of the walled garden is disjointed.

Post development note: Axial views were introduced to improve orientation within the Walled Garden and better connect areas. The addition of 'The Dreamer of Peace' statue created a punctuation of a north south axial view.

- Historical value: High

Saughtonhall estate and house and the wider Saughton Park has a long and interesting local history and is important nationally on account of the work of resident physician and member of the Botanical Society of Edinburgh, Dr William Lowe and others in the treatment of the mentally ill in the 19th century, particularly the pioneering therapeutic use of the gardens, and on account of the Scottish National Exhibition held in the park in 1908.

- Horticultural, Arboricultural, Silvicultural: High

The rose gardens and trial garden for roses, together with the range of other horticultural displays and topiary, give the gardens at Saughton high value.

- Architectural value: None

Saughton Park has no surviving buildings of note. The return of the bandstand would be a feature of local interest.

Post development note: The Bandstand was faithfully restored and reinstated within the Walled Garden, creating a key visual focus and adding amenity value.

- Scenic or townscape value: High

The park and its boundary tree cover, with the river, are highly visible from local roads and important junctions and contribute significantly to local scenery of townscape.

- Nature Conservation: High

The Water of Leith is a Local Biodiversity Site giving the site high local wildlife value.

- Archaeological: High

The remains of Saughtonhall house that were investigated in June 2014 and subsequently in March 2015 are the only known feature of archaeological value and of local importance. As a long occupied site, other areas the south part of the site may hold remains of value.

Particular significance of Saughton Park

The following aspects of heritage significance are of particular relevance to Saughton Park.

- Historical value

As noted above, the use of the house and gardens in the treatment of the mentally ill in the 19th century, particularly the pioneering therapeutic use of the gardens, and the 1908 Scottish National Exhibition are two aspects that give the park high national historic value, its aspect of greatest significance.

- Importance of built features

Although Saughton Park has no highly significant buildings, the garden walls and main gates of the walled garden are iconic features that give it identity and are emblems of the park's history. The only listed feature, the rose garden sundial, is also valuable in this way, as is the Exhibition bridge. The older buildings of the maintenance courtyard are significant as the largest surviving fragment of the house complex of buildings and being intact are capable of restoration.

Post development note: All have been restored through the park redevelopment works.

The features that have been removed – the bandstand, 17th century sundial and Italian garden statuary and ornaments – could all add interest and identity to the park and its spaces, if restored and ways of providing secure settings can be created. However, the new secure location of the 17th century sundial in the display of carved stones at the Museum of Edinburgh may be better for its conservation and recognises its local significance.

Post development note: The bandstand components in store were faithfully restored and reinstated as part of the redevelopment of the park creating a focal point and platform for music and other events and community activities. In its restored state it is likely to be equal to category B listing and is of high local significance in the heritage of Edinburgh parks, one of three contemporary former Lion foundry bandstands from the early 20th century.

- Gardens, horticultural and arboricultural value

From the time of the asylum with its rose gardens and other horticultural features, through the early development of gardens in the public park, to the continuing importance of the rose garden, Winter garden and other plant displays today, the park has had and continues to have outstanding local or regional importance for horticulture in the Edinburgh area and beyond. This is emphasised by the Council's classing it as one of its three Botanical gardens in the city (with Princes Street Gardens and Lauriston Castle), the involvement of Royal Caledonian Horticultural Society and, in the past, the Royal National Rose Society.

- Educational value

The resources of the park give the place high local educational value. There is potential for increasing its value in formal education by improved interpretation.

Post development note: New interpretation signs are now located at each of the entrances and around the park, with permanent interpretation panels inside the Walled Garden. The site of the original house has also been 'marked' out as part of a new plaza within the Walled Gardens.

- Natural and scientific interest

The Water of Leith valley is a Local Biodiversity Site giving it high local nature conservation significance. The ecological survey of the park (Alexander 2014) confirms the narrow corridor Water of Leith as the most extensive habitat with semi-natural characteristics within the park.

- Negative significance

Aspects of the layout lower the significance of the park, including the loss of Saughtonhall house. Poorly planned east and west entrances and low quality car parking areas.

Garden walls with crudely blocked-up entrances, barbed-wire topped walls and inappropriate gates. Condition of garden walls, Exhibition bridge, west gates and other historic features. The loss of significant park features – the bandstand, 17th century sundial and Italian garden statuary. Poor quality paths in some areas. Inadequate maintenance of features requiring high levels of maintenance, e.g. yew hedges and topiary, rose beds with box edging contributed to the appearance of a Park in decline prior to its redevelopment.

Post development note: The areas highlighted provided the key aspects of the initial proposals and have all been implemented other than the lost Rose Garden statuary.

How the community value the heritage of Saughton Park

The Conservation Management Plan highlights that beyond the history of the house and landscape from at least the 17th century and its history as a public park for well over a century – the day-to-day public use of the park, its value as a meeting place and the regular events, being the main outdoor events location for west Edinburgh – give it outstanding local historical value and social history value. The park has a strong and growing community involvement largely through the Friends of Saughton Park who are actively involved in the restoration and in developing events within the park. The involvement of the Friends group is of high significance.

The park provides facilities for informal recreation and active sports including: Extensive gardens, borders and horticultural displays; quiet gardens and sitting areas. Winter garden plant displays. Well-equipped play area and skate-park. Various paths for through pedestrian and cycle use, and for exercise, casual strolling and dog-walking. Grass football pitches, all-weather full-size and 7-a-side pitches and Saughton. Sport Complex (offering football, hockey, tennis and athletics). This comprehensive provision gives the park outstanding local recreational value however currently a high proportion of visitors know little or nothing about the site's heritage with only one third entering it on their visits.

Saughton is highly regarded by the local community and consequently there is a keen interest to ensure the park both provides for the local community's needs and maintains a high quality standard for visitors.

Throughout the development phase the work carried out by the Project Development Officer and the Project Manager had a positive impact on the park by raising awareness, attracting new audiences and helping local residents to have a voice. The establishment of the Friends of Group, partnership with the Caley and the extensive consultation programme has increased audience participation in the development of this project and has also highlighted how significant the Park has been and continues to be in the lives of many people in Edinburgh.

Post development note: Following the restoration, new interpretation has been installed and this is enhanced by an activity programme which includes different ways for the community to interact with the park's heritage. The provision of facilities has also vastly increased with particular emphasis of making the park more inclusive and accessible.

2.6. Community of the Park

2.6.1. Understanding Audiences

Before commencement of the project to restore and improve Saughton Park, the majority of knowledge about park users was based on anecdotal evidence. In developing the masterplan, extensive survey, consultation and engagement has allowed the Council to get a better understanding of who uses the park, how they use it, what barriers they face and what they want to see improved. This was also used to gauge people's views on the emerging masterplan proposals.

The prime sources of audience information have been visitor counts, visitor observations and a visitor survey carried out between July and November 2014 with 353 responses received augmented by the observations of parks staff and volunteers. Census and consultation data have also been taken into account where they are able to add to the Survey results.

The installation of automated people counters at entrances to the park and the walled garden in December 2012 and Visitor Survey's allow data to be summarised regarding park usage predevelopment as follows:

- On average 1,269 people visit Saughton Park each day
- Equivalent to around 106 visits per hour
- Highest proportion of respondents (32.9%) were aged between 35 and 44
- For those living within 1km of the park, the highest proportion of respondents (30.3%) were aged between 25 and 44
- The views of those people over 65 and under 24 were generally under-represented
- 66.2% of Visitor Surveys however were completed by female
- 72.4% described themselves as White Scottish typical to demographics of the park and Edinburgh as a whole
- Around one in twenty stated they have a disability that affects their use of the park, lower than the catchment area where approx. 1 in 4.5 have an illness that considerably affects their day-to-day activities
- 95% of visitors are from Edinburgh but only 41% of those lived within the 1km catchment
- 41.7% of visitors visit once a week or more
- Dwell time was generally between 30mins and 2hrs.

The majority of respondents (62.7%) stated they visit with family, in line with visitor observations which identify the sports pitches (primarily used by children's football teams), skate park and play areas as having the highest usage.

Review of all the collected data originally suggested that the annual visitor numbers for Saughton Park were around 460,000.

New people counters and software were installed in 2022, the first year's data is awaited.

Missing audiences were highlighted as visitors from a black or minority ethnic background, older people, visitors with a limiting long term illness and those that visit the park for its walled gardens and historic features.

Post development note: The Walled Garden is now busy and well used, every area of the park has seen increased activity which we hope to see reflected in the updated visitor count information once it is available. Increased measures for accessibility and seating have seen an anecdotal increase in less able and older visitors.

2.6.2. Working with Key Stakeholders

- The Saughton Park Management Group was established in 2019 as part of the NLHF restoration project to oversee the future management and maintenance of the park. Membership is made up of park staff with representatives from the Royal Caledonia Horticulture Society, the Friends of Saughton Park, the Cafe and occasionally other site-based partners. They meet monthly and are supported by an Activity and Events group and a Horticulture Group, both of whom meet regularly.
- The Royal Caledonian Horticultural Society (the Caley) has long had a relationship and a virtual bond with Saughton Park. Through the NHLF bid and the development of this project this has crystallised into The Caley seeing themselves as a key part of moving the park forward and in finding a home for their organisation and a base for many of its activities in Edinburgh. They share office space with staff, and they are responsible for the Winter Borders, Learning Gardens and Demonstration Gardens which they use as a base to run horticulturally based activities and lead volunteer workdays. They also host a number of events such as the annual Caley Spring Show in the gardens.
- The Friends of Saughton Park (FoSP) established in April 2014 and membership has grown from 7 people to over 630 members. They have a membership fee of £2.00 per family forever and they meet on the first Thursday of every month in the park. They have various sub-groups which include the Community Orchard, Heritage, Knit and Natter, Nature, Physic Garden which they are responsible for maintaining and SPLAT (which stands for Saughton Park Litter Action Team). While the groups meet to undertake activities themselves, they also run events and activities for the public.
- Adaptive Bikes Centre (ABC), run by the Thistle Foundation, is based at the park and from this centre there is a provision of adaptive bikes suitable for all abilities where people can join in sessions in a safe and supportive environment.
- Four Square run the park café.
- Health All Round runs a wide range of park based activities for their clients, who live in the surrounding neighbourhoods of Gorgie, Dalry, Saughton, and Stenhouse. Its wide remit includes promoting social inclusion, improving physical and mental health, reducing inequalities and encouraging volunteering. Many of its service users have long-term health conditions such as high cholesterol, diabetes, chronic pain, stroke, or are recovering from a heart attack. It has an older persons' group whose average age is over 70; they tend to be isolated.
- SiMBA (Simpson's Memory Box Appeal) worked closely with The Council to find a suitable site for their first tree of tranquillity in Edinburgh. The Tree was 'planted' in March 2008, a new concept giving parents a place to visit knowing that they are not alone. The Edinburgh and Lothians Tree of Tranquillity is in a beautiful peaceful setting where parents can visit

to share thoughts and have quiet moments to reflect. The Tree bears individual leaves which have been engraved with a personal message, each one representing a forever loved and missed baby.



Figure 9 – Photograph of the SiMBA tree at Saughton Park (2019)

2.6.3. Volunteers

During the restoration project, a recruitment and induction pack for new volunteers at Saughton Park provided a clear idea of roles, responsibilities, procedures and expectations from both parties' perspective. This structured approach established a formal method of time recording and a clear line of supervision whilst working within the site.

Both of Royal Caledonian Horticulture Society and the Friends of Saughton Park, both volunteer groups, are involved in the management and maintenance of the park. In addition they both run various volunteer activities, and since the restoration works have been completed, the volunteering programme at Saughton Park has grown substantially.

The Royal Caledonian Horticulture Society has been instrumental in providing training and support for volunteers. By 2018, they had assumed the maintenance of some areas of the park, including parts of the Walled Garden, and had become a key partner to the Council in creating volunteering and training opportunities.

Volunteers now put in an average of 20 hours' work on Mondays and 35 hours on Fridays in the Winter Border Demonstration Garden. This area consists of raised beds, edible flowers, and a low bed for alpine plants, and with the help of volunteer crews, these form beautiful horticultural displays. 'Saughton Sundays', which involve volunteer gardening, workshops and demonstrations of gardening knowledge and technique, have now become a regular feature. The Caley also organises volunteering activities in the Teaching Garden.

During the Covid-19 lockdown the Caley began laying the groundwork for the resumption of volunteering activities by coordinating with members via WhatsApp. When restrictions were lifted, the Caley started inviting children and their parents to the Teaching Gardens. These

two-hour sessions aim to get children involved with nature and help children and their carers to improve their horticultural skills. There is now a demand for monthly family workshops, while a local holiday activity group plans to be regularly involved in the sessions.



Figure 10 - Photograph of volunteering dividing and lifting (2021)

The Friends of Saughton Park also delivery many volunteer activities for their members and the wider community, for example they run regular SPLAT (Saughton Park Litter Attack Team) sessions.

2.6.4. Consultation and Engagement

From 2014 - 2016 extensive engagement was undertaken to better understand who and how the park was used; what barriers were faced; and what should be improved. The local community fed in ideas and aspirations and directly influenced proposals. This is captured in the Saughton Park Survey Report (2015).

Briefings, newsletters, web site updates & posters along with social media keep the community informed. The FoSP Facebook group has attracted positive feedback from park users who unequivocally love the 'new' park.

The Saughton Park Restoration project has made a significant difference in the local area with obvious increased civic pride, renewed sense of ownership and most importantly, a bringing together of the community physically in the improved spaces and facilities. Ongoing feedback and liaison are undertaken by the Park Manager and staff. To measure (and build on) these achievements a future consultation/engagement event is planned for 2025.

2.7. Events and Activities

Prior to the Development Phase the Park had hosted a fairly limited variety of both regular and one off activities but since then there has been a growing programme of events and activities which take place at Saughton Park regularly.



Figure 11 - Photographs of Botanical Artists in the MacHattie Room (2023)

Examples of the types of events include family fun days such as Apple Days, organised by Friends of Saughton Park and the Royal Caledonian Horticulture Society and the Caley Annual Spring Show, and which attracts circa 1,000 visitors. There are regular music events in the Bandstand, along with smaller activities such as Knit and Natter, Botanical Art, Horticulture Training, e.g. fruit tree pruning, Wreath Making and Nature Watch. Festival events are also hosted at Saughton Park and regular live music events at the café.

There are also many self-organised activities taking place such as runner's clubs, picnics and other social gatherings.

An Events and Activities Group meets regularly to review and plan an annual programme, which is informed by the Activity Plan for the Park.

A list of regular activities which are taking place in the Park can be found in Appendix 4 and the events list for 2022 and 2023 can be found in Appendix 5.



Figure 12 - Photograph of runners (2023)

2.8. Presentation Benches and Memorials

Edinburgh's Presentation Seat Programme has operated since the 1950s. A recent audit by the Parks and Greenspace team estimated that there are now 1313 presentation seats distributed throughout the city. 1075 are the wooden "Glen Moy" design and 238 are the metal seats. The Timber seats in particular are considered unsustainable from a maintenance/cost point-of-view and therefore no additional ones of this style would be approved. Care is taken to establish whether the site has reached its capacity for this nature of memorial and whether another mechanism for community/ private contribution can be considered. There are a number of presentation benches at Saughton Park.

2.9. Tree Time

Tree Time was established by the Edinburgh & Lothians Greenspace Trust to seek donations from individuals, business and community groups, whether as a gift, in memory of a loved one, or in doner's own name, by offering a range of easily digestible tree donation packages with specific outcomes. Saughton Park has had a number of trees planted as part of this donation programme.

2.10. Educational use

During the development phase links were made with eight local schools. Close liaison established that schools were looking for facilities to support school visits plus teaching resources and web-based information on what is available and what activities or special

projects, such as garden restoration, historic research, conservation work and arts projects, are happening at the park. Ideally, they wanted access to natural areas and wildlife. These groups are still involved in activities at Saughton Park.

2.11. Community Safety

The Park has traditionally suffered from vandalism and anti-social behaviour, and following the restoration project continues to be affected occasionally by this.

The community are encouraged to be reported these incidents to Police Scotland 101 in order for the Police to record disorder calls and allocate resources as appropriate so that they can respond quickly to any escalating issues and offer potential intervention methods to disperse any anti-social behaviour.

CCTV has now been installed, and Security Guards attend to close the Walled Garden each evening. More site based staff and the regular presence of Royal Caledonian Horticulture Society staff and members, and the Friends of Saughton Park volunteers provide good oversight of the park, and any issues are dealt with quickly.

Park staff have regular contact with local Police Officers, and if issues do escalate, they work with Community Safety Partnership members to consider and implement solutions.

2.12. Access to the park

There are excellent active travel links to the Park, which makes it very accessible from anywhere across the city.

- There are bus stops near the Gorgie Road pedestrian entrance and on its northern boundary at Stevenson Road served by frequent services to and from the wider City.
- The Balgreen Tram Stop lies to the northeast of the Park with easy and safe crossing feasible via controlled pedestrian crossings to the north east of the Park on Balgreen Road providing attractive and sustainable travel connections direct to the City Centre.
- Access to the Water of Leith cycle path and John Muir Way long distance route is gained at the western end of the Park via the Ford's Road entrance and from the east via a controlled pedestrian crossing on Balgreen Road adjacent to the main entrance.
- There are well laid out, surfaced and well-lit parking bays provided at both the eastern and western entrances to the Park, with provision for mini-bus, disabled and cycle parking as well as Electric Vehicle Charging points.

2.13. Management and Maintenance

This section provides an overview of the current management and maintenance arrangements at the park including the management structure and the maintenance operations undertaken. Presenting this information in one place aids the process of identifying future opportunities, constraints and potential gaps within the current structure that can be adapted and enhanced.

The Restoration Project created an opportunity to reflect on how the park is managed which led to an increase in site-based staff and a step change in the management and

maintenance with positive and effective coordination between services and individuals who have or want to have a responsibility in the management of the park.

The following reflects changes undertaken to date although it is noted that the management structure is temporary as the Parks and Greenspace service is undergoing a review at the time of writing this plan and it is anticipated that the structure and roles will change.

2.13.1. Surveys

To inform the development of plans for the park, and the future management and maintenance, a significant number of surveys were undertaken prior to the delivery stage of the restoration project including. A list can be found in Appendix 1.

2.13.2. Management Overview

The City of Edinburgh Council operates a matrix management system to manage its parks and greenspaces.

The Parks and Greenspace Services sit within Place Directorate, which is structured to deliver services for the needs and priorities of local communities in each of the twelve Neighbourhood Partnerships within the four locality areas. The park lies within the South-West Locality.

The centrally managed Parks and Greenspace team have strategic and specialist operational responsibility for parks and greenspaces. Operationally they manage forestry, natural heritage sites, horticulture services and ranger services. Specialist teams within the Service provide technical support which includes management of buildings and infrastructure maintenance and as of 2023, a newly created strategy and development function.



Figure 13 - Photographs of staff and volunteers planting the Winter Garden (2018)

Within each of the three botanical gardens which includes Saughton Park, Princess Street Gardens and Lauriston Castle there are core site-based Craftsman Gardens supervised by a Chargehand Gardener. They are supported by the forestry team and the mobile grounds maintenance squads who maintain sports pitches, grassland, greenways and shrub and herbaceous planting across the whole estate.

Parks and Greenspaces Officers within each locality have responsibility for oversight and management of the greenspaces and for the visitor experience. They are the “owners” of park Management Plans, and they also manage the Park Rangers.

The whole of the service benefits from the Council’s Inch Nursery who produce a wide range of nursery stock. Workshops are located in two locations: one maintains city’s play equipment, presentation benches, and park infrastructure, the other maintains ground maintenance equipment and machinery.

The Parks and Greenspace Service is currently under review since 2021 and it is envisaged that this will be completed by summer 2024.

2.13.3. Saughton Park Management Structure

The Parks and Greenspace Operational Manager has overall responsibility for Saughton Park, and they are supported by the South-West Locality Parks and Greenspace Officer and Park Rangers who dedicate 50% of their time to Saughton Park. They along with a dedicated Chargehand Gardener and a team of two senior Craftsman Gardeners, one Craftsman Gardener and one apprentice/access-to-work trainee are permanently based at Saughton Park.

The mobile Greenspace Team, who covers all of the South-West Locality, maintains the sports pitches, grassland areas along the Water of Leith, while the Forestry Team are responsible for the tree maintenance programme. They work closely with the Parks and Greenspace Officer to maintain Saughton Park and deliver the aspirations of the MMP.

A Saughton Park Management Group, chaired by the Operational Manager and includes park officers as well as community and partner representatives, meet monthly to review the management and maintenance of the Park, work together to deliver of MMP action plan tasks and consider future development.

The Saughton Park Management Structure can be seen Figure 15.

2.13.4. Maintenance Overview

Maintenance of the Park is undertaken to meet the “[Landscape Quality Standards](#)” set out by City of Edinburgh Council. These allow the Council to monitor the effectiveness of their grounds maintenance and help give the park and green space users an idea of what to expect in terms of how we look after the city’s green space environment.

The Council’s Landscape Quality Standards have minimum threshold standards that all grounds maintenance tasks are expected to achieve and while the areas out with the Walled Garden at Saughton Park are maintained on a mobile basis, these standards are still the benchmark for what we aspire all our green estate to meet.

The Council’s [Parks Quality Assessment](#) (PQA) tool is used to assess a park’s quality against Green flag criteria and allows managers an opportunity to assess an individual parks areas continual improvement or falling standards.

The Green flag award has been achieved for Saughton Park since 2020 and we intend to ensure that the park maintains and exceeds those benchmark standards.

2.13.5. Maintenance Schedules

Management Responsibilities can be seen in Figure 16 and Maintenance Schedules indicating frequency and type of work carried out within the park can be found in Table 1.



Figure 14 - Photograph of staff and volunteers working on the Winter Border (2022)

Saughton Park & Gardens
Management & Maintenance Structure (Actual Interim 2023)

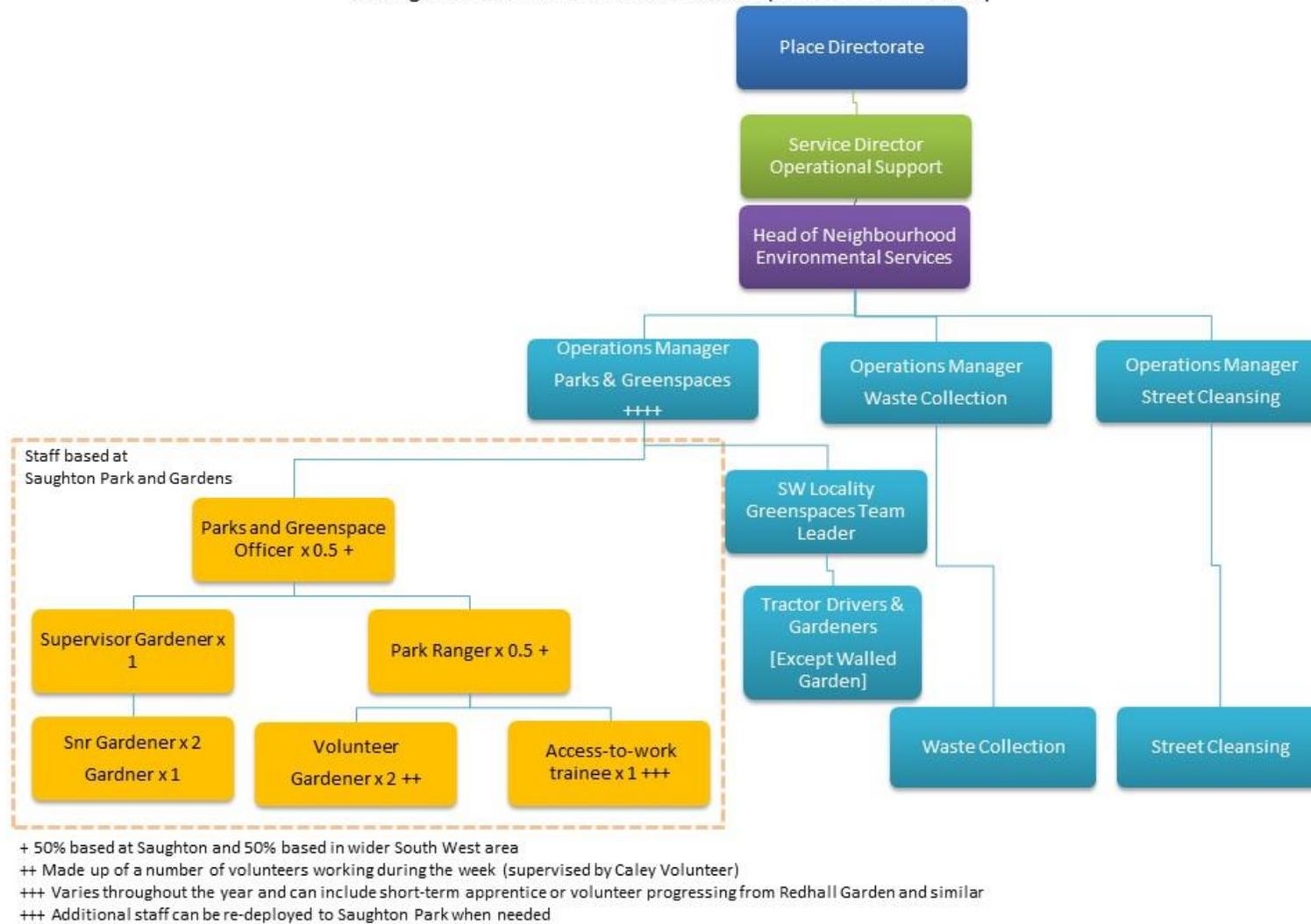


Figure 15 – Diagram showing the Management and Maintenance Structure



Figure 16 – Diagram showing Management Responsibilities

Table 1 - Maintenance Schedule

MAINTENANCE REGIME	Months												Qty of operations per year	Materials	Time/labour in days	Cost/ yr			
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec							
Operation																			
ZONE 1: SPORTS PITCHES & PLAYGROUNDS																			
TREES																			
All plant material to be checked for damaged branches, shoots and bark. All dead, damaged branches/ shoots or epicormic growth to be cleanly cut back to sound undamaged wood. All tree works to be undertaken to BS 3998:1989. Outwith growing season and bird nesting season.														2	2	4	£0	4	£900
Mature tree cover/ woodlands																			
Pruning of trees to reflect health and safety needs work to be undertaken outwith the growing season and bird nesting season														1	1	2	£0	8	£1,800
Semi mature trees – 58 no.																			
Watering of young trees as required over summer period					4	4	4	4	2							18	£0	18	£4,050
Checking trees and hedges for signs of pests, disease or nutrient deficiency and seeking expert recommendation as required				1					1							2	£0	1	£225
Top up mulch to base			1													1	£25	1	£250
Annual checking of irrigation system	1															1	£0	2	£450
HEDGES																			
Beech hedging																			
Maintain beech hedging at 1.2m								1								2	£0	0.5	£113
Mulch hedge base			1													1	£25	0.25	£81
Hand weeding to base of hedge					1		1		1							3	£0	0.25	£56
GRASS AREAS – 52,712m2																			
Amenity grass cutting regime as shown when ground and weather conditions are favourable to height between 20 – 80mm (cuts to areas planted with Narcissus bulbs to be delayed until June)			1	1	2	2	2	2	2	2						14	£0	21	£4,725
Spring fertilizer to amenity grass seeding areas				1												1	£25	0.5	£138
Trim grass edging			1			1			1							3	£0	2	£450
Wildflower 'Living Landscape' areas cuts when ground and weather conditions are favourable to a height of 100mm.										1						1	£0	0.5	£113
Mown path edges to 'Living Landscapes' 1m wide				1	2	2	2	2	2	2						13	£0	6.5	£1,463
Sports pitch cutting			2	2	4	2	2	2	4	4						22	£0	33	£7,425
Overseed patchy areas of amenity grass			1													1	£25	0.25	£81
Herbicide application					1											1	£25	0.25	£81

GENERAL ROUTINE ITEMS																		
Fencing- inspect and repair as required	1														1	£0	0.5	£113
Litter collection visits to remove all litter within grass, hedge, surfaced, fence, tree planting and shrub areas	4	4	8	8	31	30	31	31	30	8	4	4			193	£0	96.5	£21,713
Leaf collection	1	1	1						4	4	5	4			20	£0	12	£2,700
Bound paths ie asphalt, bonded gravel			1													£0	1	£225
Inspect and maintain fitness stations	1		1		1		1		1		1				6	£0	0.25	£56
Play area inspect and maintain all play equipment	1		1		1		1		1		1				6	£0	1.5	£338
Play area check for sharps in sand	6	6	6	6	6	6	6	6	6	6	6	6			72	£100	14.5	£115
Play area surfacing topping up of sand areas annually			1												1	£100	0.5	£213
Repair to safety surfacing annually			1												2	£200	0.5	£313
Inspect & repair as required to Skate Park surfacing & equipment annually			1												1	£0	0.25	£56
Unbound whin paths top dress with whin dust every 3 years		0.3													0.3	£100	0.5	£213
Benches repaint/treat every 10 years												0.1			0.1	£150	4	£1,050
Lighting columns inspect and repair as necessary annually	1														1	£100	0.5	£213
Litter bins inspect and replace as necessary annually allow 1no new per year											1				1	£600	0.5	£713
Cycle racks inspect and replace as necessary annually allow 2no new per year											1				1	£600	0.5	£713
Signs clean/ treat			1												1	£150	0.5	£263
ZONE 2: WALLED GARDEN																		
TREES																		
All plant material to be checked for damaged branches, shoots and bark. All dead, damaged branches/ shoots or epicormic growth to be cleanly cut back to sound undamaged wood. All tree works to be undertaken to BS 3998:1989. Outwith growing season and bird nesting season.											1				1	£0	1	£225
Mature tree cover/ woodlands																		
Pruning of trees to reflect health and safety needs work to be undertaken outwith the growing season and bird nesting season											1				1	£0	0.5	£113
Semi mature trees – 19no																		
Watering of young trees as required over summer period					4	4	4	4	4						20	£0	10	£2,250
Checking trees and hedges for signs of pests, disease or nutrient deficiency and seeking expert recommendation as required				1					1						2	£0	0.5	£113
Top up mulch to base			1												1	£25	0.25	£81
Annual checking of irrigation system	1														1	£0	0.25	£56

Prune back to ground level ornamental deciduous grasses and protective layer (ref above) avoiding damage to any new shoot growth			2								1	£0	8	£1,800
Prune back flowers from evergreen grasses									1		1	£0	1	£225
Prune to 5cm from ground level old stems of evergreen perennials shooting from base			1								1	£0	1	£225
ROSES														
Formative prune after planting to 40cm, remove dead, damaged or twiggy growth			1								1	£0	2	£450
Rambling roses: tie in new stems horizontally to framework					1						1	£0	1	£225
After flowering, thin & shorten excessive growth by shortening stems and removal of a third of old stems									1		2	£0	2	£450
Shrub roses: remove dead, damaged, diseased or congested branches. Cut back vigorous new shoot by a third, shorten side shoots to 2 or 3 buds of main stem									1		1	£0	1	£225
SHRUBS														
Small evergreen shrubs; cut back shrubs like lavender to maintain shape and vigour immediately after flowering					1		1		1		3	£0	2	£450
Evergreen shrubs; lightly trim as necessary to maintain shape and vigour immediately after flowering, exceptions are shrubs like mahonia aquifolium and hypericum that require a harder prune to maintain shape			1	1					1	1	4	£0	4	£900
For shrubs flowering after mid-summer like buddleia, perovskia and fuchsia, cut back previous year's flowering stems to within 1 or 2 buds of woody framework, remove thin, weak & dead material. For fuschias, prune to within 30cm of ground level			1	1							2	£0	4	£900
CLIMBERS														
Cut back clematis to 30cm from ground level, exceptions are Clematis alpina (MH2 & 5) & Clematis montana (H2, H4 & MH1, MH7) which do not require annual pruning			1								1	£0	2	£450
Cut back long whips of other climbers to suit space requirements									1		1	£0	1	£225

GRASS AREAS – 11,250m2																	
Amenity grass cutting regime as shown when ground and weather conditions are favourable to height between 20-80mm (cuts to areas planted with Narcissus bulbs to be delayed until June)				1	2	2	2	2	2	1				12	£0	0.5	£113
Spring fertiliser to amenity grass seeding areas				1										1	£50	0.25	£106
Trim grass edging			1		1			1						1	£0	1	£225
Events area grass cutting as shown when ground and weather conditions are favourable to height of 20-80mm				2	2	2	2	2	2					12	£0	0.25	£56
Overseed patchy areas of amenity grass			1											1	£30	0.25	£86
Herbicide application					1									1	£30	0.25	£86
Fertiliser application to events lawn if in use during growing season				1	1	1	1	1						5	£65	1.25	£346
GENERAL ROUTINE ITEMS																	
Fencing- inspect and repair as required	1													1	£100	0.25	£156
Litter collection visits to remove all litter within grass, hedge, surfaced, fence, tree planting and shrub areas	4	4	8	8	31	30	31	31	30	8	4	4		193	£0	96.5	£21,713
Leaf collection	1		1									1	1	4	£0	2	£450
Bound paths ie asphalt, bonded gravel			1											1	£50	0.25	£106
Benches repaint/treat every 10 years												0.1		0.1	£150	2	£600
Lighting & security measures inspect and repair as necessary annually	1													1	£200	0.5	£313
Litter bins inspect and replace as necessary annually allow 1no new per year											1			1	£600	0.25	£656
Cycle racks inspect and replace as necessary annually allow 2no new per year											1			1	£600	0.25	£656
Maintenance of Bandstand annual review of condition and reporting											1			1	£900	0.75	£1,069
Maintenance of all Site Buildings condition and reporting											1			1	£400	1	£625
Maintenance of Garden Walls annual review of condition and reporting											1			1	£900	0.5	£1,013
Maintenance of Sundial annual review of condition and reporting											1			1	£150	0.25	£206
Signs clean/ treat			1											1	£200	0.25	£256

ZONE 3: RIVERSIDE PARKLAND																	
TREES																	
All plant material to be checked for damaged branches, shoots and bark. All dead, damaged branches/shoots or epicormic growth to be cleanly cut back to sound undamaged wood. All tree works to be undertaken to BS 3998:1989. Outwith growing season and bird nesting season												1	1	2	£0	6	£1,350
Mature tree cover/ woodlands																	
Pruning of trees to reflect health and safety needs work to be undertaken outwith the growing season and bird nesting season												1		1	£0	2	£450
Semi mature trees – 7no																	
Watering of young trees as required over summer period				2	4	4	4	2						16	£0	0.5	£113
Checking trees and hedges for signs of pests, disease or nutrient deficiency and seeking expert recommendation as required			1					1						2	£0	0.25	£56
Top up mulch to base			1											1	£0	0.25	£56
Annual checking of irrigation system	1													1	£0	0.25	£56
HEDGES																	
Yew hedging																	
Prune to defined height (varies)				1										2	£0	1	£225
Mulch hedge base			1											1	£0	0.25	£56
Hand weeding to base of hedge				1		1		1						3	£0	0.25	£56
GRASS AREAS																	
Wildflower 'Living Landscape' areas cuts when ground and weather conditions are favourable to a height of 100mm, arisings to be removed off site								1						1	£0	0.5	£113
Mown path edges to 'Living Landscapes' 1m wide			2	2	2	2	2	2	2					14	£0	0.5	£113
GENERAL ROUTINE ITEMS																	
Fencing- inspect and repair as required			1											1	£100	0.5	£213
Litter collection visits to remove all litter within grass, hedge, surfaced, fence, tree planting and shrub areas	4	4	8	8	31	30	31	31	30	8	4	4		193	£0	48.25	£10,856
Leaf collection			1		1			2				2		6	£0	0.5	£113
Bound paths ie asphalt, bonded gravel			1											1	£0	1	£1
Unbound whin paths top dress with whin dust every 3 years			0.3											0.3	£50	0.5	£163
Benches repaint/treat every 10 years												0.1		0.1	£200	1	£425
Lighting columns inspect and repair as necessary annually	1													1	£150	0.25	£206
Litter bins inspect and replace as necessary annually allow 1no new per year														1	£600	0.25	£656

Signs clean/treat	1													1	£200	0.25	£256
GARDEN MANAGER WEEKLY SITE REVIEW	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	4.8	£0	4.8	£1,080
GARDEN MANAGER for mentoring, training, leading volunteers, planning																	£6,871
MATERIALS COSTS																	£8,000
Allowance for cleaning public toilet, community venue and winter garden.																	£10,000
Subtotal																	£146,860
Contingency 10%																	£14,686
Day rate calculation based on labour cost of	£ 225.00																
TOTAL														1005.9	£8,000	522.05	£161,546

2.14. Arboriculture

Management of trees and woodlands within the park is currently undertaken by the City of Edinburgh Council via its Trees and Woodlands officers in line with its “Trees in the City – Trees and Woodlands Action Plan (January 2014)”. The approach to managing the Council’s tree stock is based on good management practice, and in particular on the guidance produced for the owners and managers of trees by the Health and Safety Executive. Trees in Parks and Greenspace are managed to reflect the circumstances of the individual site and the type, age and condition of the current or historic trees. Trees in parks generally have more room to grow compared to street trees and typically achieve their full height and spread. Ongoing maintenance includes the removal of health and safety tree works and the removal of low branches from pathways only where they pose a risk to public safety.

All park trees have been surveyed and their species, age, size and condition are now recorded on the Parks and Greenspace “Ezytreeve” GIS-database. Only recently planted stock are not yet included on the database. This enables a proactive approach to managing the trees and prioritising required works on defective specimens. Elms are surveyed annually for signs of Dutch Elm disease and felled if appropriate. Plants are sourced by the Council’s Inch Nursery staff from reputable suppliers and if possible, from local suppliers. The choice of tree depends on location and its purpose. Green waste is recycled. Limbs and wood are chipped and used as mulch and larger limbs and trunks are stored at Corstorphine for later sale.

Policies relevant to Saughton Park and its arboriculture management can be found in Appendix 6.

2.15. Health and Safety

The Parks and Greenspace Service conforms to the Council’s Health and Safety policy frameworks, which is relevant to all staff working for the Council:

<https://orb.edinburgh.gov.uk/downloads/file/35789/health-and-safety-strategy-2023-28>

https://orb.edinburgh.gov.uk/downloads/file/76/corporate_health_and_safety_policy

2.15.1. Risk Assessments

In addition to the Council’s general health and safety policy, each park has its own risk assessment and activity risk assessment that are reviewed annually.

See Appendix 7 for the risk assessment for Saughton Park.

Furthermore, the Saughton Park Restoration Project developed a Volunteering Policy which covers the Health and Safety of all volunteers on site.

2.15.2. Safety of equipment

All City of Edinburgh Council play and outdoor gym equipment are designed to meet BS 5696. All gym equipment is held on a database called Playsafe produced by Public Sector Software Ltd. This system holds information on all City of Edinburgh Council play areas, including the type of equipment, installation date, and type of surface.

Play equipment is inspected and reports recorded. All other infrastructure is visually inspected and documented monthly by Park Rangers. They report equipment hazards to the Council's workshop engineers.

In-house ROSPA trained staff inspect the play equipment approximately every six weeks. Any defects identified are either repaired immediately or isolated and made safe for repair later. Written records of inspections and works undertaken are held with the Workshops at Bankhead Depot.

Annual inspections and risk assessments, conforming with RPII, are carried out on all the playgrounds by an independent Playground Inspector.

2.15.3. Management of dogs

The management rules exclude dogs from the play areas and encourage owners to keep their dogs under control.

Street enforcement officers can visit the park on request and if required they can issue on the spot fine of £80 for dog fouling offences rising to £100 if unpaid within 14 days.

The public can report dog fouling offences online:

http://www.edinburgh.gov.uk/info/20043/community_safety_and_antisocial_behaviour/308/report_dog_fouling

2.16. Sustainability

2.16.1. Peat use

The only use of peat by the Parks and Greenspace Service is in the production of bedding plants at the Council's Inch Nursery. Since 2004 the nursery has reduced its consumption of peat by 50% and aims to meet national targets of 90%. A number of alternatives to peat have been incorporated into the growing mixes for plant production at the nursery, including; compost derived from the Council green waste collections, the nursery own compost, worm cast, fine bark, vermiculite and sand. Trials have been run since 2007 to assess the best mix to support seedling and plant growth.

2.16.2. Herbicides

A draft pesticide policy has been produced by the City of Edinburgh Council. It states, where appropriate, all non-chemical alternative methods of weed control will be investigated and implemented depending on the requirements of the site, local environment and its users. This will also take into consideration, all available resources and any cost implications, which could impact on the local service delivery.

When non-chemical alternatives are not suitable and chemical applications will be required, the council will ensure:

- Chemical amounts are reduced by using alternative, low A.I. products.
- Application methods will be used to reduce the amount of chemicals applied.
- Application methods will be used to reduce chemical drift and any risk to the operator and the public.
- Chemical types and application methods will ensure that any risk to the environment is reduced or eliminated.

- Use well trained and certificated staff.
- Use well maintained and correctly calibrated application equipment.
- Continually monitor and review all chemical usage.

It is noted that there is currently a project to eradicate use of glyphosates by the Council.

2.16.3. Waste minimisation

In order to reduce land filled waste, the City of Edinburgh Council is working to develop and extend initiatives to prevent, minimise, reuse and recycle not only the city's but also its own waste. The Council is actively collaborating with other local councils in progressing the Lothian & Borders Area Waste Plan.

Green waste (e.g. grass clippings, weeds, seasonal bedding) for the service is taken to Braehead Recycling Centre where it is composted by Forth Resource Management. However, at Saughton Park, green waste is composted on site in the compost bays and used as mulch on site.

Tree limbs are chipped and used as mulch on site. Larger limbs and trunks are sold. Compost generated from this process is used by the Parks and Greenspace Service as a soil conditioner in seasonal bedding.

Litter is disposed of appropriately to a licensed tip.

2.16.4. Environmental sustainability

The Council has a duty to protect the environment wherever possible. The Council aims to improve its environmental performance (in purchasing) by encouraging manufacturers, suppliers and contractors through contracts and other means to improve or develop environmentally preferable goods and services at competitive prices.



Figure 17 - Photograph of the Microhydro (c. 2019)

As the first Green Powered Park in Scotland and maybe across the UK, Saughton Park uses Ground Source Heat pumps to heat the Winter Gardens, Café and other buildings in the Courtyard. A Micro-hydro Scheme on the Water of Leith provides electricity to power the Ground Source Heat Pump and for park lighting.

The lighting in the park is provided by low energy bulbs. Council vehicles are diesel but are transitioning to electric vehicles where feasible. Machinery and mechanical tools used in park use unleaded fuel and are also being transitioned to electric machinery and tools. Any products for fabric maintenance are CFC free.

There is occasional use of water within the park, for irrigation of newly planted flower beds and trees during early establishment and drought conditions. Bark mulch has been extensively used throughout the park in order to preserve moisture and provide a cool root run for plants. Ground cover shrubs have been planted to suppress weeds and prevent loss of moisture from the soil through evaporation.

2.17. Training and Development

Review of Parks and Greenspace staff resource against the CABI Space 2009 Green Skills National Employer Survey established a high skill level with areas for improvement lying in volunteer engagement, networking and marketing. Staff receives full training to SVQ Level 2 or 3 (or equivalent City and Guilds, etc). Plans are being developed to introduce a Parks and Greenspace bespoke 'In House' training programme around specific topics, for example grass management for nature.

Before the restoration project there was little evidence of Saughton Park being used for vocational training, other than on-the-job training for site based staff. During the development phase of the project a range of training opportunity pilots were created which align with the European Social Fund (ESF) Priority 5 Strategic Skills Pipeline. Key vocational training initiatives have included working with the following partners:

Skillspath is a Council run provider working with people with a health issue or disability at Strategic Skills Pipeline Stage 2 Barrier Removal, Stage 3 Vocational Activity or Stage 5 Upskilling & Aftercare.

Redhall Walled Garden offers training in horticulture, conservation, maintenance skills, ICT/admin and life skills for people with mental health problems, the service supports 50-55 trainees.

WEACT (formerly West Edinburgh Action) is Edinburgh College's community based employability agency. WEACT offers a 'Steps to Work' SQA course credit rated at SCQF 3 / 4 for young people which runs for 3 days per week for 6 weeks and which helps them improve their employability skills.

Eight local schools already use the park on an ad hoc basis, work has developed resource which is linked to the Curriculum for Excellence (CfE) through Outdoor Learning and awards based learning such as the John Muir Award and the Junior Awards Scotland.

Scotland's Rural College (SRUC Oatridge Campus) is a higher education institution that combines education, consulting and research in Scotland. It is currently working towards gaining the status of a university college with degree awarding powers. SRUC is a registered charity under Scottish law and degrees are currently awarded by The University of Edinburgh.

3. WHERE DO WE WANT TO BE

This section covers issues and opportunities for Saughton Park post-implementation of the masterplan proposals, and informs the vision of where we want to get to, and the aims and objectives that will help us realise that vision.

3.1. Issues and Opportunities

As part of the NHLF restoration project, one of the conditions of the grant was that Saughton Park must obtain a Green Flag Award in its first year and hold it for at least 7 years.

The criteria set out as part of the Green Flag Award ensures that all facets of park maintenance reach high standards. There are eight criteria under separate headings:

1. A Welcoming Place
2. Healthy, Safe and Secure
3. Well Maintained and Clean
4. Environmental Management
5. Biodiversity, Landscape and Heritage
6. Community Involvement
7. Marketing and Communication
8. Management

The issues and opportunities contained in Table 2 have been considered through these criteria.

Table 2 - Issues and Opportunities

<p>A Welcoming Place</p> <p><i>This section recognises the culmination of everything done well. A welcoming place is one that invites and draws people into it. This means creating a space which, through its visual appearance, range of facilities, standards of maintenance and ease of access, makes people feel that they are in a cared-for place.</i></p>
<p>Welcoming</p> <p>Main strengths:</p> <ul style="list-style-type: none"> • Saughton Park is one of the best parks in Edinburgh. The recent investment between 2016 and 2020 has seen new landscaping and planting throughout the park along with high quality buildings and infrastructure, showcasing the park as a centre of horticultural excellence with onsite facilities to rival any park. • All entrances are marked with branded welcome signage and there are new wayfinding signs through the park. • Four full time site-based gardening staff supported by The Caley volunteer gardeners and Friends of Saughton Park volunteers ensure the continued of planting schemes is attractive, appropriate and of high standard. • The new café and development of the courtyard offers a place to meet friends and socialise while the new play and walking routes and outdoor gym equipment encourage people of all ages and abilities to engage in physical exercise.

Main weaknesses:

- Some elements near the entrances such as shrub beds and litter bins are in need of maintenance and a refresh.

Good and Safe Access**Main strengths:**

- There are excellent active travel connections to the Park, including nearby well-served bus and tram, cycle and walking routes and controlled pedestrian crossings.
- Well laid out and surfaced parking bays are provided at both the eastern and western entrances to the Park, with provision for mini-bus, disabled and cycle parking as well as Electric Vehicle Charing points.
- There is no regular vehicle access allowed beyond the car parks enabling safe pedestrian and cycle travel within its core routes (occasional service vehicles).
- There are several informal routes around the park which enable visitors to explore.
- Paths throughout have been created in a consistent quality and width to ensure accessibility standards are met and/or exceeded.
- A defined route for pedestrians has been created at Ford's Road entrance.
- Lighting has been introduced on the main routes.

Main weaknesses:

- 2m high steel palisade fencing along the Stevenson Road boundary is unattractive and creates a poor impression of the park.

Signage**Main strengths:**

- There are site specific interpretive and map signs to the main features and facilities at key locations around the park and are of a high quality.
- There are community notice boards and information provided by the Friends of Saughton Park within the Winter Garden.

Main weaknesses:

- Some signage is in need of maintenance and may benefit from a refresh.
- Information in the notice boards need to be regularly refreshed.

Equal access for all**Main strengths:**

- The planting and materials used in the walled garden provide a multi-sensory experience.
- The landform is generally flat and the majority of the main routes which connect the main features are red asphalt.
- There are good bus and tram links to the city centre.
- Disabled parking is provided in both car parks.
- There are accessible toilet facilities available in both the Winter Gardens and Courtyard, and a 'Changing Places' facility within the Courtyard.
- Benches have been introduced at 50m spacings along all routes.
- Accessible surfaces have been introduced within the play area.
- There is a broad mix of recreational facilities and features that will attract a wide audience.

Main weaknesses:

- There are no current identified weaknesses.

Action Plan Recommendations

- ▶ Enhance planting at entrances, review signage and investigate funding to replace boundary fencing.
- ▶ CEC will have workers with appropriate skills to cover the routine maintenance of the park. They will work closely with the Parks and Greenspaces Officer to maintain high standards.
- ▶ Changes to the park will not impact negatively on its natural beauty, the aim would be to enhance and make features more visible; woodland; Water of Leith; meadow 'Living Landscape' areas; therefore, preserving and enhancing the natural attraction of the park and maximising visitor awareness of these elements.
- ▶ We will further engage with the local community and encourage them to become involved in all aspects of the management and maintenance of the park.

Healthy, Safe and Secure

This section looks at how well managers understand their users' needs, encouraging them to enjoy healthy activities using appropriate, safe-to-use facilities and activities, and to feel personally safe and secure.

Appropriate provision of facilities**Main strengths:**

- The Park provides significant opportunity for informal recreation, formal sport and offers safe accessible routes throughout the park for its all ability cycling programme.
- The Walled Garden provides an attractive area for visitors to relax and socialise.
- The Winter Garden Conservatory provides visitors with access to indoor seating areas.
- Café and community space provide refreshments and space for the community to host indoor activities.
- Public accessible toilets are available at both the Winter Garden and Courtyard with a 'Changing Places' facility in the Courtyard.
- The park provides two carparks with disabled parking, Electric Vehicle Charging points and cycling stores.
- The Park is located on the Water of Leith Walkway and connects well with other walks, long distance cycle routes and core path connections outside the park's boundary, giving walkers options to explore further afield.
- An outdoor adult gym equipped to support those with limited fitness and recovering from physical rehabilitation is one of an extensive range of facilities promoting healthy activity including a fantastic play area, ball court, skatepark, circuitous walking route and fitness route with satellite activity stations.
- A programme of events is encouraging a more active lifestyle for those who participate.
- A range of seating including picnic tables, benches and single perch viewing areas which are located throughout the park.

Main weaknesses:

- None noted.

Quality of existing facilities

Main strengths:

- The majority of the facilities have recently (between 2016-2020) been reconditioned, restored or are new.

Main weaknesses:

- Some fencing along the Water of Leith is of poor quality.
- Some of the football pitches would benefit from levelling and addition of drainage.

Safe equipment and facilities

Main strengths:

- The main attractions, such as the Walled Garden and play area are safe to visit and use.
- The Gardeners Yard area is fenced and gated to discourage public access.
- Sound safety standards and inspections are in place for the outdoor gym, play and games equipment.
- In addition to the Council's general health and safety policy, each park has its own risk assessment and activity risk assessment to be reviewed annually.

Main weaknesses:

- There are no opportunities at the Park for visitors to report issues or make suggestions for improvement other than by word of mouth to the Craftsman Gardener.

Personal security

Main strengths:

- The Caley and the Friends of Saughton Park along with other groups and volunteers provide a regular presence in the park, with the Caley having their Edinburgh office based in the park.
- Park Rangers and gardening staff are active and present on site with Hi-Viz clothing.
- There is a regular presence of visitors as well as staff and volunteers in the Walled Garden area (what could be viewed as an enclosed space with few exits) and, as a result, enhanced passive surveillance. Similarly, the walled garden is a popular north-south through route between Balgreen and Gorgie.
- A recent tree survey has identified the condition of all trees and essential safety works have been carried out.
- Accidents are reported to the Health and Safety Officer and recorded centrally.
- Main path routes and car parks are well lit.
- CCTV covers areas of the park to allow anti-social behaviour and vandalism to be monitored and is supplemented by the Council security staff locking the gates in the evening.

Main weaknesses:

- The Park does on occasion suffer from vandalism and issues of anti-social behaviour, some of it is substantial such as breaking the Winter Garden and Conservator glass panes. (However, the community are encouraged to be reported these incidents onto Police Scotland 101 in order for the Police to record the youth disorder calls and

allocate resources as appropriate so that they can respond quickly to any escalating issues and offer potential intervention methods to disperse the ASB).

- The Park Rangers role is more aligned to infrastructure inspections, supporting community involvement & engagement and promoting biodiversity in the parks so the Council are reliant on support from Police Scotland to quickly intervene when anti-social behaviour issues are prevalent in the park.
- Graffiti on entrance walls effects the perceived quality and therefore safety of the site.

Dog Fouling

Main strengths:

- Dog fouling doesn't appear to be a significant issue in the park.
- Dogs are excluded from play areas, and dogs must be kept on a lead in the Walled Garden. Management rules are in place which encourage owners to keep their dogs under control.
- Both staff and volunteers are proactive in requesting dogs be put on leads in the Walled Garden when necessary.
- There is a mechanism for the public to report dog fouling offences online.
- Support from the Street Enforcement Offices is available. They can visit the park on request and issue on the spot fines for dog fouling.

Main weaknesses:

- People's perceptions of dogs under control may need to be challenged.
- Signage could be clearer in the Walled Garden

Action Plan Recommendations

- ▶ Introduce easy ways for the public to report issues.
- ▶ Investigate funding to replace the parts of poor fencing along the Water of Leith boundary.
- ▶ Investigate costs for levelling and improving drainage for the football pitches.
- ▶ Whilst there is relatively little crime in the park we will continue to work in partnership with the police and The City of Edinburgh Council's Security Team by reducing opportunities for anti-social behaviour.
- ▶ Introduction of LED white park lighting on the key pedestrian routes will enable monitoring of CCTV and improve perceptions of safety.
- ▶ Improve our management of the natural environment to ensure the park is safe for visitors. Fixed and mobile CCTV equipment in the park to be monitored by the Park staff and Friends of Saughton.
- ▶ Play equipment will continue to be inspected weekly by Parks Rangers; every 6-8 weeks by Parks and Greenspace workshop staff; and once annually by an external inspector to BS EN 1176 and 1177.
- ▶ Improve local knowledge of issues relating to littering, dog fouling and dogs not under control through the City of Edinburgh Council Environmental Wardens.
- ▶ Improve signage for 'dog on lead only' in the Walled Garden.

- ▶ Promote the shared use of paths in the park for pedestrians and cyclists by providing wide routes which comply with best practice guidelines provided by Sustrans.
- ▶ All routine and ad-hoc repairs carried out in the park will be in accordance with Health and Safety guidelines with site specific risk assessments.
- ▶ Issues of fire theft and arson will be reported to the police. Evidence will be captured on camera for police and insurance purposes.

Well Maintained and clean

For aesthetic as well as health and safety reasons, issues of cleanliness and maintenance must be addressed, in particular:

- *litter and other waste management issues must be adequately dealt with;*
- *grounds, buildings, equipment and other features must be well maintained; and*
- *policies on litter, vandalism and maintenance should be in place, in practice, and regularly reviewed.*

Litter and waste management

Main strengths:

- Litter and fly tipping does not appear to be a problem.
- There are large capacity bins located throughout the park and at entrances to the Walled Garden. The walled garden does not have litter bin provision and visitors are encouraged to use the litter bins outside the walled garden or in the Café courtyard area, and this seems to be working.
- There are also special BBQ bins near the picnic benches along the Water of Leith.
- Volunteers from the Saughton Park Litter Action Group (SPLAT) complement the litter management in the park with community clean ups taking place throughout the calendar year.
- There is a mechanism in place for the public to report overflowing bins or fly tipping.

Main weaknesses:

- There is evidence of some litter outside the Walled Garden, likely to be compounded by the longer grasses in the naturalised areas which can trap litter. This requires more attention.
- It is noted that there is no litter recycling. There were recycling bins, but it was found that the contamination levels were too high to make it viable. It's something that could be considered again if there were to be a Council wide campaign and the resources to monitor and educate.

Grounds maintenance and horticulture

Main strengths:

- The qualified site-based gardening staff with the essential support of The Caley, Friends of Saughton Park and volunteers ensure the walled gardens and winter garden are maintained to the expected standard of horticultural excellence.
- The Council has Landscape Quality Standards in place which have minimum threshold standards that all grounds maintenance tasks are expected to achieve.
- The Council also carries out annual Parks Quality Assessments to assess park qualities against the majority of the Green Flag criteria.
- The Green flag award has been achieved for Saughton Park in 2020 and we intend to ensure that the park maintains and exceeds those benchmark standards.

Main weaknesses:

- While many of the plants were renewed during the restoration, some areas need attention. The older roses (which were kept) now need to be replaced and the prairie planting beds in the Bandstand Garden needs weeding.
- It is noted that continued care will be needed to divide perennials and cut back/remove the more aggressive plants which are taking over to ensure diversity of planting is retained.

Buildings, facilities and infrastructure maintenance**Main strengths:**

- The majority of the built features are in very good condition and there is evidence of continued care, such as the repainting of the bandstand.
- Arrangements for maintenance for different elements are in place with other services, such as the Lighting Team and the Facilities Team.
- When damage occurs, arrangements are made to fix them quickly.
- Offensive graffiti is reported to a specialist team who aim to remove this within 48 hours, non-offensive graffiti is wherever practically possible removed by Park Rangers or assigned to the graffiti team. The skatepark has significant amount of graffiti and while we remove offensive items, we have also attempted to address the aesthetics by commissioning street artists to apply graphics to some of the more prominent vertical parts of the skatepark structure.

Main weaknesses:

- The stone walls need to be put on a rolling maintenance to bring it up to a high specification throughout the site. (During restoration, only the walls requiring major work were fixed).
- Temporary signage could be used to let visitors know that issues are in the process of being fixed.
- There are a few things that need to be addressed, such as removal of the old visitor counters, removal of TV screen cables from Winter Garden corridor and cleaning of entrance walls at the Balgreen Road car park.

Equipment Maintenance**Main Strengths**

- Play equipment, outdoor gym and ball court are regularly monitored and maintained.
- The skate park is safe to use and well-lit at night.

Main weaknesses:

- None noted

Action Plan Recommendations

- ▶ The Park Manager will develop a programme of works for volunteers to help with the maintenance of the park.
- ▶ The development of The Royal Caledonian Horticultural Society's involvement will see their use of the Walled Garden as a training resource and therefore they will assume maintenance of some areas.

- ▶ Visitors will be able to communicate directly with PGO. The Council follows the Scottish Public Services Ombudsman's standard complaints handling procedure with details accessible online.
- ▶ The built heritage in the park will be monitored by the PGO with defects rectified using CEC Integrated Facilities Management Service where possible.
- ▶ Establish rolling maintenance programme for the stone walls.
- ▶ Following on from a tree survey in 2014, a tree planting scheme has been developed to ensure that the natural environment is preserved for future generations following best horticultural practice.
- ▶ The PGO will monitor buildings and report defects to be rectified by internal building services.
- ▶ All maintenance work will be carried out in line with Health and Safety regulations including Site Specific Risk Assessments.
- ▶ The PGO will be responsible for directly instructing some maintenance tasks such as control of invasive species, graffiti removal and signpost cleaning.
- ▶ Review options for re-introducing litter recycling.
- ▶ Increase frequency of site walks (to address problems before they escalate, such as litter and identify tasks to be done, such as removal of old counters).
- ▶ Improve procedures and resources to ensure high quality temporary signage is posted as soon as it is required.
- ▶ Review and update programme of scheduled tasks to address litter issues and care of herbaceous planting.

Environmental management

This section seeks to ensure that the way the site is managed has a positive impact on the environment, locally and globally, both now and for the future. Where choices can be made for future procurement, landscaping or buildings, they should aim to minimise energy and resource consumption and waste, and design in benefits to the local and global environment. Policies should seek to eliminate the use of peat and chemicals to control pests and as fertilisers. Horticultural and arboricultural decisions should reflect an understanding of the impacts of climate change.

Main strengths:

- Saughton park is Scotland first green powered park. Ground source heat pumps using electricity generated from a micro hydro situated on the Water of Leith allows enough power to be generated to run all the building, lighting and heating requirements for the entire park.
- All gardening staff are trained to the approved PA1 & PA6 certification level for the application of chemicals.
- Use of pesticides in the park is virtually eliminated.
- The applications of herbicides are normally scheduled during off-peak times of park use and wherever possible alternative cultural methods are used to minimise the use of herbicides.
- Green waste (e.g. grass clippings, weeds, seasonal bedding) is composted on site in the compost bays and used as mulch on site.
- The lighting throughout the park is all supplied with low energy LED bulbs.

- Water is only used occasionally during early establishment of plants. Instead, bark mulch is used extensively to preserve moisture and provide a cool root run for plants and ground cover plants are used to prevent weeds and to prevent moisture loss from the soil.

Weaknesses:

- None noted.

Action Plan Recommendations

- ▶ We will ensure that chemicals are only used where necessary and that they are used only for their intended purpose and target. The use of fertilisers and pesticides will only be undertaken by an operator with sufficient experience and certification in their use. Operators to have a minimum of PA1 and PA6, with use of all chemicals covered by a COSHH assessment.
- ▶ Water will be used only where prescribed, or in response to an issue that has arisen. During water shortages water will be used in accordance with temporary restrictions.
- ▶ All work within the park will assess the risk to the natural environment, following legal requirements and best practice guidelines to minimise risk of damage.
- ▶ A tree survey carried out in 2014 detailed the current condition of trees and future planting requirements to ensure natural heritage is managed sustainably.
- ▶ Where specialist knowledge or materials are required (e.g. bat survey for work to trees), this will be sourced locally if possible.
- ▶ We will ensure that the frontline staff continue to be offered training to allow them to maintain high standards in the park, using sustainable best practice.
- ▶ Encourage sustainable transport use and promote the recommendations of the Green Travel Plan for the park.
- ▶ Make use of low carbon technologies and maintenance methods to reduce our carbon footprint.
- ▶ Enhance biodiversity through planting and alterations to maintenance regimes.

Biodiversity, Landscape and Heritage

Attention should be paid to the appropriate management and conservation of natural features, wildlife and flora; landscape features; and buildings and structures. Their particular character and requirements should be identified and appropriate management strategies put in place to conserve and enhance them.

Conservation of natural features, wild fauna and flora

Main strengths:

- Saughton Park has no specific designations, but the adjacent Water of Leith has been designated a Local Biodiversity Site giving the area high local conservation value.
- Saughton park can be considered as having three separate zones of sports fields, ornamental gardens and naturalised landscape; most of the naturalised landscape is on the riverside of the park complementing the water of Leith. These naturalised areas are among the most biodiverse in the park set out with a mixture of perennial pollinators, naturalised grass areas and wild orchard bog garden and wildlife pond.
- Extensive woodland with many mature trees and piles of dead wood helps to encourage biodiversity.

- Areas of native millennium urban woodland have been underplanted to increase biodiversity and is establishing successfully around the north and eastern fringes of the sports pitches.
- The Friends of Saughton Park Orchard and Wildlife groups are instrumental in the development and management of the park to enhance its biodiversity value and their work will specifically contribute to The Edinburgh Biodiversity Plan.
- Public access into the Millennium Woodland areas and Water of Leith corridor is restricted, providing a relatively undisturbed area for wildlife.
- Use of pesticides in the park is virtually eliminated.
- The park is part of a wider, inter-connected network of green spaces which improves the resilience of the area's biodiversity.
- The ornamental gardens have removed much of the old former sterile bedding schemes and replaced these with herbaceous planting and winter flowering grasses providing food and shelter for overwintering wildlife. There are also good areas in the garden providing shelter and nesting habitat for birds and a fenced off area which houses beehives.
- There is a bat and swift box in the Walled Garden with bird boxes throughout the rest of the park.

Main weaknesses:

- Regular wildlife surveys will help to evidence the success of the conservation management and identify potential opportunities for future work.

Conservation of landscape features

Main strengths:

- The impact that the HLF project has brought to the cultural and heritage aspects of Saughton Park cannot be underestimated and the value that this now provides in terms of visitor experience through interpretation and statement features has made the park prominent not only to the local community but for a much wider audience.
- The conservation research has translated on site into visitor leaflets, audio tours and signage throughout the park which highlights key areas of interest for the visitor and details the cultural and heritage aspects of the park with recorded timelines and changes made to the park while creating visual interest with images captured from the park's history and its links to cultural significance.
- Many of the original park landscape features are still there.
- Conservation Management Plan carried out for the restoration has informed design decisions for the landscape to ensure important features are protected, conserved or reinstated.
- Following the restoration, the majority of the landscaped areas have a strong identify.
- There is a diversity of landscape features which makes for an interesting park which is engaging and uplifting.

Main weaknesses:

- None noted.

Conservation of buildings and structures

In addition to the points covered elsewhere, the main strengths of the Council's conservation of the park's buildings and structures:

- The outline of the original Saughtonhall House is interpreted, with the footprint laid out in stone and pleached trees.

- Interpretation panels help people understanding the origins of the Saughton Park and how it has developed over time.
- Original features such as the stable/chapel with curved wall and external walls have been sensitively refurbished to perform a new purpose, providing a strong connection to the park's past.
- Original features such as the Sun Dial and Exhibition Bridge have been restored and the historic bandstand restored and reinstated in a new position.

Main weaknesses:

- None noted.

Action Plan Recommendations

- ▶ Undertake a formal ecological survey of the Park to monitor improvements and identify new initiatives.

Community Involvement

This section examines the extent to which the managing organisation:

- *understands the community it seeks to serve;*
- *actively and appropriately involves members of the community in making decisions about the site's development;*
- *provides opportunities for active participation in site projects; and*
- *ensures that there is appropriate provision of recreational facilities and activities for all sectors of the community.*

Understanding the Community

- Research and surveys carried out in 2015 for the restoration has provided a good understanding of the community the park serves. This is documented in the Activity Plan (2015).
- New visitor counters which measure footfall, cycle and car traffic has been installed.
- Monitoring and Evaluation researched and reported in 2022. (This was limited due impact of covid lockdown).

Weakness:

- A full desktop research and surveys along with analysis of visitor counters still be undertaken post-construction.
- Resource not yet in place to carry out central co-ordination of monitoring and evaluation, to ensure it is taking place for activities and events, and to analyse and report results.

Community involvement in Management and Development

Strengths

- The City of Edinburgh Council actively promotes community involvement in decision making in its parks through its Friends Groups.

- There is an active Friends group with around 160 members that are proactive in several activities including conservation, gardening, fund raising, community events, nature walks and maintaining and updating social media websites.
- The Caley have an office and various gardens based at Saughton and are active partners in delivering horticultural based events and activities.
- Staff as well as key stakeholders such as the Caley, Friends of Saughton Park and the café operator are part of the Park Management Group and work together to guide the management and development of the Park.

Weaknesses

- Resource not yet in place to co-ordinate community involvement. Although existing staff are doing a fine job this might not be sustainable in the long term as they have responsibility for other parks and greenspaces in the Locality.

Community participation

Strengths

- There is an Activity Action Plan in place which was developed with community input.
- There is a regular and diverse programme of activities taking place in the Park which provide opportunities for participation, including volunteering.
- There is a Saughton Park Events and Activities group whose focus is in developing and delivering the Activity Programme.

Weaknesses

- Resource not yet in place to expand and take forward the Activity Programme. Although existing staff, Friends of Saughton Park, the Caley and others are doing a fine job this might not be sustainable in the long term as many are volunteers and have particular interests.
- Activity Action Plan was written in 2015 and could do with a refresh.

Appropriate provision for Community

Strengths

- The Park provides an excellent and diverse range of facilities and experiences to suit all sectors of the community.

Weaknesses

- Targeted work may be necessary to engage members of the community who are not already using the park.

Action Plan Recommendations

- ▶ Continue to work in partnership with the Friends of Saughton Park and The Royal Caledonian Horticultural to develop activities for the park.
- ▶ Now that new visitor counters have been installed, organise a full monitoring and evaluation exercise for 2025, with data gathering commencing in 2024.
- ▶ Re-establish robust recording of activities and events taking place, and ensure organisers undertake monitoring and evaluation of their activity/event and report it to the Council for collation into the wider M&E for the park.

- ▶ Re-energise the volunteer programme (not connected to the Caley or Friends group).
- ▶ Review resource requirements and feed into the service review.
- ▶ Review and update the Activity Action Plan.
- ▶ Put together engagement action plan for under-represented groups.

Marketing

This section seeks to examine the ways that managers understand the key benefits of the site and how they use this information to promote it appropriately. They should understand who the main user groups are, could be or should be, and use a fitting range of interpretation and engagement techniques to communicate with them. This basis ensures that appropriate facilities, events and activities can be offered and most effectively promoted, and forms a solid foundation for development now and in the future.

Marketing and promotion

Strengths

- A strong brand has been developed for the Park which is repeated through the information and interpretation signs.
- Both the Friends and the Caley have strong branding as well.
- There are actions in the Activity Plan to promote the Park.
- The official Royal Opening event of the park in 2019 showcased the park development and along with several TV and news articles helped promote the facilities and interest of the garden to a national audience.
- Information relating to Saughton Park is available via the City of Edinburgh Council website and available via Smartphone app 'Edinburgh Outdoors'.

Weaknesses

- The brand could be used more for short and medium term signage.
- The Park never had a proper and concerted launch due to delays in construction and the Covid lockdown. It might be worth doing something once the new café tenants are in place.

Appropriate information channels

Main strengths:

- There is enough regulatory information being provided without it making the park feel oppressive.
- Notice boards located throughout the park will be used to display information on upcoming events and activities and offer opportunities to get involved in the park.

Main weaknesses:

- Poor quality signs have started to go up on the gates; while there is the need to be able to put something up quickly, a more permanent solution needs to be found.
- Information in the noticeboards need to be changed and updated more frequently.
- The Council's web presence is poor but this is something for the whole service and not just Saughton Park.

Provision of appropriate educational and interpretation material

Main strengths:

- The park, its history and current activities are also well documented on FoSP, RCHS and Garden Bistro websites. The friends Facebook page is extremely popular and provides regular updated posts on park activities and developments.
- Information signs include various stories about the Park, and there are interpretation panels installed in the Walled Garden where the footprint of the historic house is laid out.
- Interpretation panels about the Park's Green Energy credential are installed around the park.

Main weaknesses:

- Interpretation could be stronger on the Council's website.
- Education material for schools (in the Activity Plan) still to be developed.

Action Plan Recommendations

- ▶ Update signage template and make sure staff and partners have easy access so it's used for temporary notices.
- ▶ Review use of the Saughton brand and identify ways to incorporate it into any comms, publicity and signage.
- ▶ Consider possibility of holding a 'celebration' event for the restoration of the park.
- ▶ Improve use of noticeboards and ensure they are being checked regularly to keep up to date.
- ▶ Scope out a plan for developing education material for schools (in collaboration with local schools).

Management

This section evaluates how well the management plan is implemented on site.

Management operations*Strengths*

- A well described and understood management and operational structure is in place.
- Staff across the different services responsible for looking after the park seem to work well together and communicate effectively.
- There are site based Craftsman gardeners in place for the Walled Garden.
- The Parks and Greenspaces Officer and Rangers for the area also base themselves at Saughton Park, so have in depth knowledge and understanding of the park and its community.
- Saughton Park has its own Cost Centre code (making it easier to monitor income and expenditure for running the park).
- Maintenance schedules indicating frequency and type of work carried out within the park are in place.

Weaknesses

- A major service review in the Council has made it difficult to appoint new roles required to deliver the MMP and Activity actions plans, such as the appointment of a dedicated manager and activity officer (as described in the MMP - 2015).
- Difficulties in recruiting operations staff has made it difficult to deliver all actions in the MMP action plan.
- It's not clear if SLA's are in place with other services.

Implementation of Management Plan

Main strengths:

- A 10-year MMP was developed in 2015 to support the NHLF round two bid application. Significant research, condition surveys and community engagement was undertaken to inform this plan, as well as the development of a Conservation Management Plan, Business Plan and Activity Plan.
- The MMP has been updated in 2022 to reflect the post-construction phase.
- An annual Park Quality Assessment is carried out annually, and the information is used to improve and develop the park.
- The Park has an active Management Committee made up representatives of park staff, The Caley, the Friends of Saughton Park, the Bistro Café and other partners who meet monthly to plan and review progress.
- There are also two sub-groups, the Events and Activities group and the Horticulture Group.
- The MMP Action Plan is actively used by these groups who take collective responsibility to deliver the actions.
- Visitor counters are in place to help monitor park use which will provide data for the MMP.
- Strong and involved partners such as the Caley, Friends of Saughton Park, Health All Round and Thistle Foundation mean that the Activity Plan is being delivered successfully.

Weaknesses

- A more formal annual reporting mechanism for Senior Management and Finance would help identify any issues and find resolutions in meeting NHLF grant conditions (which is in place for 25 years).
- While a monitoring and evaluation exercise has been carried out in 2022, the visitor counters were not in place and due to the difficulties during the covid lockdown periods, a full visitor survey or visitor observations have not taken place since pre-restoration.
- The management budget associated with the maintenance costs is determined by region-wide Schedule of Rates, despite the unique features in the park.

Action Plan Recommendations

- ▶ Review and identify what SLAs are in place and what needs to be set up and/or updated.
- ▶ Establish a formal senior management annual review of the performance of Saughton Park.

-
- ▶ As part of the Service Review, interrogate all proposed roles that affect Saughton Park and run through how it would work to identify any issues and ensure the most effective structure is adopted.
 - ▶ Identify opportunities to upskill staff in areas of need, and to appoint apprentice programme which enables staff to rotate through the service, using Saughton Park to develop their experience with high quality horticulture, high quality visitor experience and diverse landscapes.
 - ▶ Improve budget reporting and setting of financial targets now that new cost centre is in place and operation of the park is more established post construction and post covid.

4. MANAGEMENT VISION AND AIMS

This section describes the Vision and Aims for the management and maintenance of Saughton Park. It has been updated from the original MMP (2015) developed to support the NHLF round two bid application and reflects the post-construction phase of the park.

It seeks to ensure the park is maintained in the condition to which it has been restored and managed to a high standard, thereby protecting the investment, and to promote the local historic, ecological and recreational significance of the park while reflecting wider community values.

The Council's Thriving Greenspaces Vision and Strategy (March 2023) states that Edinburgh has "Greenspaces that are at the heart of our communities and help make Edinburgh an outstanding city for wellbeing, quality of life and heritage. Greenspaces that are connected, thriving, valued and resourced".

4.1. Vision for Saughton Park

The vision for Saughton Park is to build a new sense of value and purpose for Saughton Park that extends ownership, addresses need and offers a more inclusive community asset for education, recreation, health and well-being, all of which can contribute more directly to the needs of local communities and offer wider value to visitors and those seeking to better understand and share in the special quality of the town and the surrounding Green Network linkages.

4.2. Aims

In order to deliver this vision, the following aims have been developed in line with the Green Flag criteria, which form the basis of the assessment and analysis of the Saughton Park:

- To **enhance the existing levels of landscape, amenity and horticultural value** and provide an **attractive and welcoming** place for local residents and visitors to enjoy and feel included.
- To create a **healthy, safe and secure** park for park users to enjoy healthy activities and for staff working in the park ensuring that legal obligations and park rules are complied with.
- To ensure a **well maintained and clean park** ensuring horticultural excellence and that all built infrastructure, park furniture and planting is looked after to a high standard which exceeds visitor expectations.
- To **increase biodiversity** and manage and maintain the park in an **environmentally sound and sustainable way** which protects the environment, benefits wildlife and promotes good practice to park users and visitors.
- To conserve, look after and promote the parks natural, built and social **heritage** so that can be appreciated and loved by park users today and in years to come.
- To involve the local community, local interest groups, partners and volunteers in the management of the park and with their help provide a varied and relevant programme of events and activities for **community** use and involvement.

- To actively **promote and market** Saughton Park as an important community resource for health and wellbeing, high quality visitor destination and a centre of horticultural excellence in the City of Edinburgh and to increase the diversity and dwell time of visitors.
- To provide a responsive, comprehensive and high quality exemplar **management and maintenance** regime to ensure Saughton Park can respond to future environmental, cultural and financial challenges, to reinforce the aims of the park and meet visitor expectations.



Figure 18 - Photographs of the Friends group at the Formal Opening by HRH Princess Royal (June 2019)

5. HOW WE WILL GET THERE

This section covers what actions we will take to achieve our vision and aim.

It is noted that a significant amount of work to restore and improve the park has already been undertaken at Saughton Park between 2016 and 2020 and this information is covered in detailed in the Stage 2 Design Report and the previous MMP (2015).

5.1. Action Plan

The Action Plan has been written in response to the Master Plan proposals and other NLHF plans developed in 2015, the assessment and analysis carried out and the objectives are directly linked to the vision and aims described in the previous section.

The Action Plan in Table 3 below sets out actions under the Green Flag Award Criteria, so it is clear how these actions respond to the issues in Section 3 Issues and Opportunities and are contributing to meet the Green Flag Award standards. The Plan indicates the proposed timescale for implementation, costs, who will be responsible for implementation and provides spaces for progress to be reviewed and updated.

On-going and routine maintenance tasks required to look after the restored park are not listed in the Action Plan but covered in Section 2.13 Management and Maintenance of the Park.



Figure 19 - Photograph of the Cafe and Courtyard buildings at night (2019)

Table 3 - Action Plan

Key:

☑	Finished	All	All	GM	Grounds Maintenance
⊙	In progress	C	Cleansing Team	MG	Management Group
■	Not started	Caley	Royal Caledonian Horticulture Society	PGO	Parks and Greenspace Officer
☒	Not completed	CCTV	CCTV Team	PMD	Parks and Openspace Development Manager
		EL	Edinburgh Leisure	POM	Parks and Openspace Operational Management
		FM	Facilities Management	R	Rangers
		FOSP	Friends of Saughton Park		

A WELCOMING PLACE**Aim 1 - Enhance the existing levels of landscape, amenity and horticultural value and provide an attractive and welcoming place for local residents and visitors to enjoy and feel included.**

Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		
The entrances to the park are welcoming, in good condition and well maintained.	1.01	Assess entrance features such as entrance shrub beds and landscaping and litter bin condition and provision and identify actions and costs.	PGO			■	■	■	tbc	
	1.02	Carry out options appraisal to identify solution and cost to remove or replace unattractive perimeter palisade fencing and poor fencing along the Water of Leith.	PGO				■	■	£100k estimate	Options in 2024 with fundraising in 2025.
Signage and notice boards are clear, accurate and in good condition.	1.03	Update/replace as necessary permanent signage which need updated and poor condition/lack of provision of notice boards.	PGO			■	■	■	tbc	

Notice boards are clean with material which is current and interesting.	1.04	Review and update all notice boards to keep them current and engaging.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	Add to weekly checks
Information is available to help visitors plan their visit.	1.05	Develop and introduce a 'what's good to see this month' information notice, to be displayed in notice boards and used on social media and web pages.	PGO				■		£0	
	1.06	Establish procedure to provide information to park visitors (via notice boards, social media, web, etc) of any upcoming works, areas closed, changes to opening, etc so they can plan their visit.	PGO				■		£0	
	1.07	Enhance 'Plan your visit' element on the web page.	PGO				■	■	£0	
Our website and social media are welcoming, informative and encourages people to visit.	1.08	Review and develop proposals for new web page layout, and use of social media and other publicity.	PDM				■	■	tbc	Could act as pilot for other parks and the whole service.
Encourage visitors to return and make the park a reliable place to visit at any time	1.09	Ensure that facilities and maintenance are continually fit for purpose and are of high quality by carrying out regular 'site walkabouts' taking a holistic view from a visitor's perspective.	POM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	1.10	Tailor our events and activities programme to provide a range of interest throughout the year.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	1.11	Respond to visitor surveys and social media feedback.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
Park is accessible to all.	1.12	Carry out DDA audit (following post construction).	PDM				■		£0	To feed into 5 year review of MMP.
	1.13	Review procedure for accessing Changing Places Toilet facility and update as necessary.	PDM				■		£0	
	1.14	Add Changing Places Toilet to the national database.	PDM				■		£0	

	1.15	Consider whether provision of a few wheelchairs would be beneficial.	PGO				■		tbc	
Staff and volunteers help to make visitors feel welcome.	1.16	Develop proposals of what needs to happen so that staff and volunteers can fulfil this 'welcoming' role in a consistent manner. This could be guidelines, training, etc.	PDM				■		£0	

HEALTH, SAFE AND SECURE

Aim 2: Create a healthy, safe and secure park for park users to enjoy healthy activities and for staff working in the park ensuring that legal obligations and park rules are complied with.

Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		
Ensure the safety of visitors and staff entering and visiting the park.	2.01	Follow current Government guidance on Covid 19 restrictions.	POM	☑					£0	
	2.02	Progress parking restrictions and disabled parking provision within park boundary. Delegate any other parking access issues on park periphery to Roads.	PGO	☑	☑	⊙	■	■	tbc	
	2.03	Installation of CCTV throughout the park.	CCTV	☑					£0	Budgeted as part of Restoration Project.
	2.04	Reporting of ASB incidents to Police Scotland and CEC security in order to minimise escalation of behaviours.	PGO	☑	☑	⊙	■	■	£0	
	2.05	Get feedback on park management rules consultation.	PGO		☑	⊙	■		£0	
	2.06	Promote responsible behaviour (including shared used of paths) through signage/ notices at park entrances and via social media / comms.	PGO	☑	☑	⊙	■	■	£0	
	2.07	Compile site specific risk assessments and review annually.	PGO	☑	☑	⊙	■	■	£0	
	2.08	Develop action plan for winter weather.	PGO			⊙	■			
	2.09	Request feedback from CEC security patrols.	POM	☑	☑	⊙	■	■	£0	

	2.10	Include health and safety as an agenda item at Management meetings and work together to resolve related issues.	POM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.11	Scrutinise fire gathering points and procedures, and review annually.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.12	Appraisal of walled garden and other unlit areas of park for lighting strategy.	PGO				■	■	tbc	
	2.13	All maintenance work will be carried out in line with Health and Safety regulations including Site Specific Risk Assessments.	All	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
Park facilities, surfaces and equipment are safe and any faults documented for repair or replacement including play surfaces.	2.14	Daily, Monthly and Yearly routine inspections of play and outdoor gym equipment.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.15	Investigate costs for levelling and improving drainage for sports pitches.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.16	Respond to annual ROSPA recommendations.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.17	Visual inspections of surfaces, seating, railings and signage.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.18	Respond to and channel service requests / customer calls to correct teams and follow up to resolve.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.19	Electrical and structural inspection of skatepark.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
Ensure building standards and relevant health and safety record keeping are comprehensive and robust.	2.20	Ensure relevant checks are being carried out by Facility Management and Parks staff.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	
	2.21	Check Health & Safety File for 'as built' drawings, all operating instructions and warranties, keys and key logs, service maintenance records, risk assessment files, business continuity files, etc are all up-to-date, present and filed electronically with paper copies available where helpful.	PGO				■		£0	
	2.22	Check building insurance and update as necessary.	PGO				■	■	£0	
Promotion of responsible dog	2.23	When necessary, escalate to street enforcement officers to patrol and issue fixed penalty notices to offenders.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	⊙	■	■	£0	

ownership to reduce dog mess and dog out of control.	2.24	Explore establishment of 'dogs in parks' task force made up of staff and volunteers who can advocate for responsible dog ownership.	PDM				■		tbc	Could act as pilot for other parks and the whole service.
	2.25	Develop posters and other promotional materials to promote responsible clean-up of dog mess and no dogs in Walled Gardens.	PDM				■		tbc	
Encourage people to use the park as a venue for health and wellbeing.	2.26	Compile Park specific health report and respond to any potential areas of improvement.	PGO						£0	
	2.27	Pilot NHS Lothian/HAR rehabilitation/health prescription project.	PGO	☑	☑	⊙	■	■	£0	Park of Green Heart Park pilot.
	2.28	Assess route in park for weekly fitness and measured health walks.	PGO				■		£0	
	2.29	Develop and update activity plan.	PGO				■		£0	
	2.30	Continue using the park for the progress on horticultural therapy.	Caley	☑	☑	⊙	■	■	£0	

WELL MAINTAINED AND CLEAN										
Aim 3: Ensure a well maintained and clean park ensuring horticultural excellence and that all built infrastructure, park furniture and planting is looked after to a high standard which exceeds visitor expectations.										
Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		
Maintain the excellent level of horticultural standards.	3.01	Retain site-based gardeners x 4FT.		☑	☑	⊙	■	■	£0	Part of Parks Staff Budget
	3.02	Establish regular monitoring of standards by managers.	POM	☑	☑	⊙	■	■	£0	
	3.03	Support staff and volunteers with the required level and quality of materials and equipment.	PGO	☑	☑	⊙	■	■	£0	
	3.04	Consider a site based apprentice	POM				■	■	£0	Budget covered through apprentice scheme.
	3.05	Support the Caley and Friends with their training and volunteering activities.	PGO	☑	☑	⊙	■	■	£0	

Maintain the park entrances, sports fields and perimeters to agreed standards.	3.06	All aspects of grounds maintenance should strive to meet the minimum standards set out in the CEC LQS.	PGO	☑	☑	⊙	■	■	£0	
	3.07	Agree on responsibility for perimeter shrub beds.	POM			⊙			£0	
	3.08	Support provided by Park Rangers to Friends for their areas of grounds responsibility and conservation.	PGO	☑	☑	⊙	■	■	£0	
Minimise negative impact of graffiti.	3.09	Remove offensive tags within 48 hours.	C	☑	☑	⊙	■	■	£0	
	3.10	Consider graphics for high visibility aspects of the skate park.	PGO				■			
	3.11	Remove small inoffensive ad hoc tags during routine inspections and via external service requests/ customer calls.	R	☑	☑	⊙	■	■	tbc	
Ensure that litter management is robust and responsive to seasonal demands.	3.12	Identify budget to replace existing deteriorating bin structures, ensuring the number and capacity of bins is appropriate for location.	POM				■		tbc	
	3.13	Any missed bin servicing is escalated to service manager.	PGO	☑	☑	⊙	■	■	£0	
	3.14	Report any instances of fly tipping to call centre.	ALL	☑	☑	⊙	■	■	£0	
	3.15	Ensure football clubs follow Edinburgh Leisure instructions on litter collection agreements.	EL	☑	☑	⊙	■	■	£0	
	3.16	Support and promote the work of the Saughton Litter Action Group.	R	☑	☑	⊙	■	■	£0	
Park equipment and furniture is of high quality and attractive appearance.	3.17	Review and update schedule of maintenance for seating, play equipment and other park furniture.	PGO	☑	☑	⊙	■	■	£0	

Establish The Caley as key volunteer resources within their training opportunities.	3.18	The development of The Royal Caledonian Horticultural Society's involvement will see their use of the Walled Garden as a training resource and therefore they will assume maintenance of some areas.	Caley	☑	☑	⊙	■	■	tbc	
Establish clear complaints procedure.	3.19	Visitors will be able to communicate directly with the Park Manager. The Council follows the Scottish Public Services Ombudsman's standard complaints handling procedure with details accessible online.	PGO				■		£0	
Conserve the heritage features of the Park.	3.20	The built heritage in the park will be monitored by the Park Manager with defects rectified using CEC Integrated Facilities Management Service where possible.	PGO	☑	☑	⊙	■	■	£0	
Maintain buildings and structures to an appropriate standard to enable them to reflect wider Park quality	3.21	The Park Manager will monitor buildings and report defects to be rectified by internal building services, and will introduce a rolling maintenance programme where necessary, e.g stone walls.	PGO	☑	☑	⊙	■	■	£0	
Issues are dealt with rapidly and effectively.	3.22	Provide a key point of contact who can deal swiftly with site issues, directly instructing some maintenance tasks such as control of invasive species, graffiti removal and signpost cleaning.	POM	☑					£0	PGO appointed as key point of contact.

ENVIRONMENTAL MANAGEMENT										
Aim 4: Increase biodiversity and manage and maintain the park in an environmentally sound and sustainable way which protects the environment, benefits wildlife and promotes good practice to park users and visitors.										
Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		

Monitor the benefits of the micro hydro/ ground source heating and electrical system.	4.01	Carry out annual assessment of performance.	PGO			■	■	■	£0	
Minimise use of chemicals and peat on site.	4.02	Review current practice and identify and use cultural or mechanical alternative methods wherever possible.	POM	☑	☑	⊙	■	■	£0	
Minimise green waste.	4.03	All green waste produced on site to be composted on site or reused to develop habitat enhancements.	ALL	☑	☑	⊙	■	■	£0	
Encourage the use of sustainable transport for visitors to the park.	4.04	Install EV charging points in public car park area	PGO	☑					£0	Budget covered by Sustainability Team.
	4.05	Promote the park as a destination on Water of Leith walkway and John Muir Way and Edinburgh Cycle Tube map.	PGO				■	■	£0	May need small budget for promotional material.
	4.06	Encourage sustainable transport use and promote the recommendations of the Green Travel Plan for the park.	PGO				■	■	£0	May need small budget for promotional material.
Maintain a solar lit route along riverside cycle way are of the park.	4.07	Replace lost or damaged solar light studs	PGO				■		tbc	
Reduce the amount of plastics.	4.08	Provide drinking water fountains and bottle refill stations and revisit the provision of litter recycling, especially for plastic bottles.	PGO				■	■	tbc	
Minimise water wastage.	4.09	Water will be used only where prescribed, or in response to an issue that has arisen. During water shortages water will be used in accordance with temporary restrictions.	All	☑	☑	⊙	■	■		

Park is Climate Ready.	4.10	Identify Climate Adaption actions for the park, linking into the Parks and Openspace Climate Adaption Action Plan which is being developed.	PDM					■		
	4.11	Maximise staff knowledge and awareness of sustainable methods.	PDM					■		
	4.12	Explore additional low carbon opportunities and awareness of emerging technologies.	PDM					■		

BIODIVERSITY, LANDSCAPE AND HERITAGE

Aim 5: Conserve, look after and promote the parks natural, built and social heritage so that can be appreciated and loved by park users today and in years to come.

Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		
Increase and protect biodiverse habitats to benefit wildlife and people.	5.01	Minimise use of herbicides.	GM	☑	☑	■	■	■	£0	
	5.02	Map out park with bird, swift and bat box installations.	R	☑					£0	
	5.03	Increase range and areas of pollinators using seed and wildflower plugs.	R	☑	☑	■	■	■	tbc	Small budget required annually.
	5.04	Develop apiary area with beekeeper.	R	☑	☑	■			£0	Budget covered by Restoration Project.
	5.05	Identify and progress actions from EBAP that are specific to Saughton and Water of Leith.	PGO	☑	☑	■	■	■	tbc	Budget may be required depending on actions.
	5.06	Establish Park as part of the Edinburgh Nature Network.	PDM				■	■	tbc	Small budget may be required for branding and signage.
	5.07	Protect Park from invasive species through monitoring and control.	R	☑	☑	■	■	■	£0	
	5.08	Encourage volunteering surveying and recording of pollinating insects and plants.	R	☑	☑	■	■	■	£0	

	5.09	Increase range of habitats throughout the whole park.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.10	Manage horticultural and conservation tasks with the aim of benefitting wildlife.	All	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.11	Ensure that public events do not negatively impact on park fabric, protected tree zones, wildlife areas or natural habitats.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.12	Promote the local flora and fauna through nature walks, social media and interpretation.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	Small budget may be required occasionally for material.
Preserve the open views to the Water of Leith.	5.13	Cut back any previous annual growth in early Spring.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.14	Minimise or prevent and planting that will obscure or block views.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
Protect and conserve designated and locally significant features in the park.	5.15	Schedule structural inspection of park walls and other hard infrastructure to identify revenue or capital repairs required.	FM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.16	Ensure repairs and maintenance of designated and significant features are in accordance with planning and building standards.	FM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
Meet Policy Recommendations of the Conservation Management Plan.	5.17	We will ensure any physical changes to the park do not detract from the overall park quality or the natural environment. Where new natural features are proposed they will be in keeping with the heritage of the current park features.	POM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	

Meet requirements of statutory policy and ensure biodiversity is incorporated within the project wherever possible.	5.18	We will continue to work to protect and enhance biodiversity in the park and follow guidelines for working with species protected by legislation.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
Retain and protect existing mature tree cover.	5.19	Where trees are in close proximity to paths, exposed roots will be protected	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.20	Review trees and woodlands cover and update proposals which look to the future of the trees and woodlands.	PGO				<input type="checkbox"/>	<input type="checkbox"/>	£0	
Celebrated key heritage site elements and protect for the Park's future.	5.21	Establish a cleaning programme to ensure public art, monuments, interpretation, etc is kept clean and in good condition.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£0	
	5.22	Work with project partners to deliver activities that interact with the heritage in the park, including opportunities to train and learn about the heritage in association with Edinburgh College.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£1	
	5.23	We will continue to work with the Friends of Saughton Park to provide suitable interpretation in the park guided by the outcomes and recommendations of the Interpretation Plan and Conservation Plan.	PGO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£2	

COMMUNITY INVOLVEMENT

Aim 6: Involve the local community, local interest groups, partners and volunteers in the management of the park and with their help provide a varied and relevant programme of events and activities for community use and involvement.

Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		

Encourage community led involvement in the management and development of the park	6.01	Ensure FOSP, Caley and other partners are represented and contribute towards management group meetings and the events and activity planning.	MG	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	£0	
	6.02	Review Volunteer Induction Pack, marketing pack, etc and update as necessary.	R				■		£0	
	6.03	Develop annual volunteer programme to assist with recruitment and planning.	PGO				■	■	£0	
	6.04	Support the work of all volunteers and appreciate their value with an annual looking back review of achievements and outcomes.	R				■	■	£1,000	Revenue budget allowance to host an annual event.
	6.05	Actively pursue additional area of storage for FOSP.	MG				■	■	tbc	Grant funding will be required.
	6.06	Construction of new Caley greenhouse, with fundraising by the Caley.	Caley				⊙	■	£150,000	Work on construction commencing Jan 2024.
	6.07	Identify suitable training courses and workshops for volunteers to allow professional development and improve the management of the park.	R				■	■	tbc	Budget may be required.
	6.08	Monthly review of any comments, complaints, on-line reviews to identify any actions required.	PGO				■	■	£0	
Demonstrate the value and contribution of volunteers to the park's maintenance and its activity plan	6.09	Re-establish consistent recording and reporting of volunteer hours and case studies.	R				■	■	£0	
	6.10	Compile evidence showing the benefits of park development and how this has increased the diversity and number of park users.	R				■	■	£0	To feed into annual review and five yearly M&E.
	6.11	Explore options to work with GroundsWell to capture health benefits for park visitors.	PDM				■	■	£0	
Provide an interesting programme of activities to	6.12	Review and update Activity Plan annually.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	£0	Plan will identify any budget required to delivery activities.

benefit the community and attract new audiences.	6.13	Develop small projects with local schools in-line with Curriculum for Learning goals and Wilding Wee Spaces programme.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	tbc	Small budget may be required to run activities.
	6.14	Provide a programme of events in collaboration with Edinburgh Leisure, Health All Round and other service providers to encourage healthy play and learning.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	tbc	Small budget may be required to run activities.
	6.15	Develop Saughton Park as a Green Heart Park.	PDM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	£2,000	Budget for annual programme. Pilot for other parks and wider service.
Increase room hire, diversifying how it used.	6.16	Review room hire booking process and update as necessary, in particular considering who/how they will gain access, who/how room preparation can be improved, equipment hire and the charging structure.	PGO				■	■	£0	There might be staffing implications.
	6.17	Develop and cost proposals for making entry into McHattie Room etc easier when hiring.	PDM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	£2,000	Budget for annual programme.
	6.18	Review options for improving furniture offering in the Conservatory.	PGO				■		tbc	
	6.19	Following change of café tenants, explore with café how they can use room, and provide catering.	PGO				■	■	£0	
Provide an exciting programme of events to attract new audiences and benefit the park financially.	6.20	Explore potential for starting a regular market in the Courtyard.	PDM				■	■	£0	This should be self-financing.
	6.21	Work with Culture and Wellbeing and Festivals Edinburgh to curate an events programme which could be hosted in Park.	PDM				■	■	£0	This should be self-financing.
Ensure Park is inclusive and can be enjoyed by everyone.	6.22	Through the Activity Plan create opportunities for all sections of the community to use the park including those on lower incomes to ensure activities are inclusive and are affordable.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	■	■	■	£0	
	6.23	Work with agencies who represent hard-to-reach and isolated groups to agree actions to engage those groups and welcome them into the park.	R	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		■	■	£0	Small budget may be required to run activities.

	6.24	Review and consider options for provision of furniture in the Courtyard.	PGO				■	■	tbc	
Establish a clear and accessible ways for the community to make contact.	6.25	Include details of who does what and contact information in the Notice Boards, web page, etc	R			■	■	■	£0	
	6.26	Parks staff to carry out informal community engagement.	POM			■	■	■	£0	
	6.27	Explore ways for visitors to provide feedback and ideas, such as ideas box, digital tick box, etc and to raise issued, e.g. broken equipment.	PGO				■		tbc	

MARKETING AND COMMUNICATION

Aim 7: Actively promote and market Saughton Park as an important community resource for health and wellbeing, high quality visitor destination and a centre of horticultural excellence in the City of Edinburgh and to increase the diversity and dwell time of visitors.

Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		
To provide regular information on maintenance, events, activities and works within the park	7.01	Update information on partner and internal CEC communications and social media.	PGO	☑	☑	■	■	■	£0	Add to Monthly SPMG Agenda.
	7.02	Liaise with Edinburgh Leisure on sports pitch bookings when considering events.	PGO	☑	☑	■	■	■	£0	Add to Events Checklist
	7.03	Review and update all notice boards, ensuring they are always currently and interesting.	R	☑	☑	■	■	■	£0	Add to Weekly Checks 24/25
	7.04	Introduce a QR code specific to the Park.	PGO		☑				£0	
	7.05	Link to the Edinburgh Outdoors website.	PGO	☑					£0	
	7.06	Assess Park's web and social media presence and identify improvements and costing.	PDM			■	■		tbc	Options in 24/25 and improve 25/26
	7.07	Update content specific to the Park within the Edinburgh Outdoors website.	PGO			■			£0	
	7.08	Publicise the park through celebration of successes and stories.	PGO	☑	☑	■	■	■	£0	

Maximise awareness of the Park and what it has to offer, and promote Park to wider audience.	7.09	Develop and implement a promotion and marketing strategy and plan for the park.	PDM			■	■	■	tbc	Small budget needed for regular promotion and marketing material.
Increase use of community facilities by a new and more diverse audiences.	7.10	Develop and issue 'Information Pack', establish process for bookings and for setting up rooms.	PGO			■	■	■	tbc	Small budget needed to develop professional information pack.
Use data to guide decision making in the Park.	7.11	Install visitor counters and arrange training for staff and set up procedures/processes for collecting and analysing data regularly.	POM		☑	■			£0	Visitor Counters costs covered by Restoration Project Budget.

MANAGEMENT

Aim 8: Provide a responsive, comprehensive and high quality exemplar management and maintenance regime to ensure Saughton Park can respond to future environmental, cultural and financial challenges, to reinforce the aims of the park and meet visitor expectations.

Objective	Ref	Action	Lead	Delivery					Cost	Comments
				21/22	22/23	23/24	24/25	25/26		
Ensure effective implementation of Management Plan.	8.01	Establish Saughton Park Management Committee made up representatives from Council officers, Caley, FoSP, Café and other delivery partners.	POM	☑					£0	
	8.02	Review and update Terms of Reference for Saughton Park Management Committee to ensure relevant following service review.	POM			■			£0	
	8.03	Review and update agendas for PMC and sub-groups.	POM			■				
	8.04	Review and update MMP following approval of Thriving Greenspaces Strategy Action Plan.	POM			■			£0	

	8.05	Update MMP to move approaches, policies and methods into new section, all annual maintenance task into 'maintenance table' so that only specific development actions remain.	PGO			■			£0	
	8.06	Develop CONFIRM to support delivery of regular (weekly, monthly, yearly, etc) tasks.	POM				■			
	8.07	Establish formal annual review and report of achievements in delivering Development Action Plan.	PGO				■	■	£0	
	8.08	Carry out major review and update of MMP every five years.	PGO					■	£0	
Continued review and evaluation to ensure high standards are retained.	8.09	Establish a regular weekly and monthly 'walk' of the site to ensure standards are being maintained.	POM			■	■	■	£0	
	8.10	Carry out PQA annually and update Development Action Plan accordingly.	PGO	☑	☑	■	■	■	£0	
	8.11	Repeat baseline visitor survey and visitor counts every five years and carry out full M&E every five years.	PDM					■	tbc	
	8.12	Review and identify what SLA's are in place and what needs to be developed or updated.	POM					■	£0	
Increase skills and retain services within park based staff where possible.	8.13	Carry out skills audit and create development plan for staff and arrange for training as necessary.	POM			■	■		tbc	
	8.14	We have carried out a condition survey of all natural and built features in the park, using specialist knowledge where necessary. Wherever possible, future surveys to be carried out in-house, with training provided where appropriate	PDM			■	■		tbc	

Ensure a high quality park which reflects good practice and management	8.15	The management of the park will be to a standard in order to apply annually and continue to retain Green Flag Award.	PGO	☑	☑	■	■	■	£400	
Ensure a high quality park which reflects visitor facilities	8.16	The management of the park will be to a standard in order to achieve VisitScotland 4* Accreditation.	PGO					■	tbc	
Ensure viable financial base for maintenance and development	8.17	Set up monthly financial reporting for Saughton Park to help inform decision making, and escalate budget issues to Senior Mgt.	POM	☑	☑	■			£0	
	8.18	Explore opportunities for revenue generation (e.g. Hiring and regular private sector use of parks) and set income targets.	PGO			■	■	■	£0	
	8.19	Explore opportunities for fundraising for development projects.	PDM			■	■	■	£0	
	8.20	Put together justification for capital budget allocation for Council's annual budget setting process.	POM			■	■	■	£0	
Ensure Park is digitally connected	8.21	Install fibre broadband for McHattie building	PGO			⊙	■		tbc	Waiting on full costs from Colin Brown

5.2. Future Management Structure

The structure for the Parks and Greenspace is currently undergoing a review (started in 2022 and due to be completed in 2024), and it is providing an opportunity to reflect on learning of how Saughton Park has been managed post-construction. Until the new structure has been approved, and staff are confirmed into their new role the Park continues to be managed as described in Section 2.13.

5.3. Activity Plan

The Activity Plan that supported the Round 2 NLHF Bid for Saughton Park established a comprehensive Action Plan to meet the aims of building on existing and developing new audiences and offering enhanced opportunities for learning and participation. At the core of these activities is the need to celebrate the park's heritage and reflect the needs of park users.

This Activity Plan continues to inform the events and activities programme for the park.

The aims established were:

AIM 1: CELEBRATING THE HERITAGE OF SAUGHTON PARK

- Capturing Saughton's History
- Discovering Saughton's Cultural Heritage
- Discovering Saughton's Natural Heritage
- Children's Outdoor Classroom Programme

AIM 2: PROMOTING HORTICULTURAL EXCELLENCE

- Learning about horticulture
- Enjoying horticulture
- Therapeutic horticulture

AIM 3: PUTTING THE COMMUNITY INTO THE CENTRE OF PARK LIFE

- Community in the Park
- Volunteering Programme

AIM 4: CREATING A WELCOMING PARK FOR ALL

- Launch Programme
- Raising Awareness
- Enabling Staff

AIM 5: DEVELOPING A VIBRANT CULTURAL PROGRAMME

- Ensuring a suitable cultural programme
- Events & Markets Programme
- Art in the Park
- Community and Family Fun

AIM 6: GETTING FRESH AIR FIT

- Get Physical
- Clubs and Classes

5.4. Financial Plan

The following outlines how the park's maintenance and development is funded, and a table provides a ten year overview of income and expenditure for the Park's maintenance.

5.4.1. Revenue Funding

The provision of revenue funding for the park consists of work undertaken at present by the local Grounds Maintenance team under Parks and Greenspace. The current maintenance schedule is based in part on the old Grounds Maintenance Contract that now serves as a guide to what should be undertaken, although many tasks outside of this guide are undertaken to ensure the quality of the park.

In addition, the Parks & Greenspace Officer has a budget for parks development and small-scale repairs and maintenance improvements on facilities and infrastructure. However, the budget held relates to the whole of the South-West Locality and any development or repairs are determined on a priority basis, using parks quality assessment information and level of repair and maintenance required.

5.4.2. Capital Funding

The capital budget is administered by Parks and Greenspace. The budget is allocated in advance and the role of the developing management plans is for better planning of financial resources required so that they can be included in future bids.

5.4.3. Grants

Parks and Greenspace have an Openspace Development Team who can develop grant applications and support Saughton's Park Management Committee in developing fundraising programmes, exploring income generation opportunities and identifying potential delivery partners who can deliver events and activities in the park within their own budget.

Friends groups can apply to the local Neighbourhood Partnership for funds of up to £5,000 from the Community Grants Fund. The Council's Parks and Greenspace team have a small grants fund that applications are invited for; this is for small items or to assist in developing their group or the sites they have adopted. A number of external funding opportunities are available which the Friends may target for specific improvements to the park which the Development Team can support them with.

5.4.4. 10 Year Financial Plan

The 10 Year Financial Plan can be seen in Table 4 below.

Table 4 - MMP 10 Year Financial Plan

Description	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	Totals
INCOME											
Leases, fees, incentive payments, etc.:											
1 Café Lease+	26,007	50,987	50,987	50,000	50,000	50,000	50,000	50,000	50,000	50,000	477,981
2 Venue hire	967	0	1,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	22,967
3 Events	0	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	40,000
4 Re-instatement fees	0	3,329									
4 Feed in tariff - micro-hydro	0	0	0	0	8,500	8,500	8,500	8,500	8,500	8,500	51,000
5 Government incentive - ground source	0	0	0	0	11,000	11,000	11,000	11,000	11,000	11,000	66,000
External funding:											
6 Grants	0	0	0	0	0	0	0	0	0	0	0
CEC sources of funding:											
7 CEC Capital	0	0	0	0	0	0	0	0	0	0	0
8 CEC Revenue (Staff)	159,504	168,134	181,528	181,885	181,885	181,885	181,885	181,885	181,885	181,885	1,782,361
9 CEC Revenue (Other)	52,986	18,003	0	0	0	0	0	0	0	0	70,989
In-kind sources of funding:											
10 Volunteer time	0	5,744	2,229	19,928	43,092	43,857	66,000	66,000	66,000	66,000	378,850
Total Income (A)	239,464	246,197	240,744	259,813	302,477	303,242	325,385	325,385	325,385	325,385	2,890,148
EXPENDITURE COSTS											
Capital Costs											
11 Landscape and Building Works	0	0	0	0	0	0	0	0	0	0	0
12 Professional Fees	0	0	0	0	0	0	0	0	0	0	0
13 Other Costs	0	0	0	0	0	0	0	0	0	0	0
Sub-total Capital Costs (B)	0										
Revenue Costs											
Employee Costs:											
14 Staff	159,504	168,134	181,528	181,885	181,885	181,885	181,885	181,885	181,885	181,885	1,782,361
Maintenance Costs:											
15 Premises Costs e.g. cleaning, security, CCTV, etc	75,623	67,339	44,413	40,000	40,000	40,000	40,000	40,000	40,000	40,000	467,375
16 Transport Costs	0	0	0	0	0	0	0	0	0	0	0
17 Supplies and Services	4,087	4,730	5,165	5,000	5,000	5,000	5,000	5,000	5,000	5,000	48,982
18 Other	0	0	0	0	0	0	0	0	0	0	0
Activity Costs:											
19 Activity Costs	0	0	0	0	0	0	0	0	0	0	0
Other Costs:											
20 Publicity & Promotion	0	0	0	0	0	0	0	0	0	0	0
21 Evaluation and award fees (greenflag fees)	250	250	250	250	250	250	250	250	250	250	2,500
22 Consultancy	0	0	0	0	0	0	0	0	0	0	0
23 Other	0	0	0	0	0	0	0	0	0	0	0
In-kind costs:											
24 Volunteers	0	5,744	2,229	19,928	43,092	43,857	66,000	66,000	66,000	66,000	378,850
Sub-total Revenue Expenditure Costs (C)	239,464	246,197	233,585	247,063	270,227	270,992	293,135	293,135	293,135	293,135	2,680,068
Total Expenditure (B&C)	239,464	246,197	233,585	247,063	270,227	270,992	293,135	293,135	293,135	293,135	2,680,068
NET INCOME AND EXPENDITURE (A-B & C)	0	0	7,159	12,750	32,250	32,250	32,250	32,250	32,250	32,250	210,080
Surplus for Reinvestment in Park	0	0	7,159	12,750	32,250	32,250	32,250	32,250	32,250	32,250	210,080

6. HOW DO WE KNOW WE'VE GOT THERE

A key element to the implementation of the 10 Year Management and Maintenance Plan described here is the ability to review and alter the plan if necessary. By reviewing the plan regularly, the plan will be updated in line with new recommendations, legislation and budget changes, ensuring the process of management planning is kept alive after the document has been published.

Monitoring and assessment are described in the following chapters.

6.1. Park Quality Assessment

Park Quality Assessments are undertaken each year for all of Edinburgh's Parks between April and July. The Parks Quality Assessment report for Saughton Park, along with Green Flag inspection feedback, is used to support the monitoring process.

The Parks Quality Assessment for 2023 can be found on the Council's website:

<https://www.edinburgh.gov.uk/downloads/file/34099/parks-quality-report-2023>

6.2. Park Visitor Counts

Footfall in the park is recorded by visitor counters which were installed in 2022. They monitor the hourly numbers of park visitors arriving by foot, cycle and motor vehicle. Recording periods reflect seasons and are representative of peak visitor numbers most likely to occur during the summer months and during school holidays.

6.3. Park Visitor Survey

For measuring visitor satisfaction, visitor surveys are repeated at regular intervals and can be repeated and measured against previous results.

A baseline visitor survey was carried out in 2015 before the commencement of the restoration project. A full repeat of the survey was due to be carried out post construction in 2020/2021 but was delayed due to the Covid lockdown and recovery of the service afterwards. The next full survey has been scheduled for 2024/25 and will be repeated at least every 5 years thereafter.

There is the additional facility to encourage visitors to comment on existing regimes and facilities in the park to allow constant monitoring and improvement of the park. It is anticipated that the repetition of the user survey will offer the opportunity for further partnership work with volunteers such as the Friends Group and The Royal Caledonian Horticultural Society.

6.4. Review of Management Plan

A review of this management plan will take place annually in April in readiness for the next application process for the Green Flag awards. It will be carried out by the Management

group who will consider all recommendations pertaining to the Green Flag Assessment and our internal Parks Quality Assessment.

The Parks User Survey results, visitor counter data and comments assist with the monitoring of the park and are taken into consideration by the Council and the Friends' group when annual reviews of the management plan are undertaken.



Figure 20 – Photograph of Royal Promenade Herbaceous Borders (2019)

7. APPENDICES

Appendix 1 – List of background reports and surveys

The reports and plans prepared for the NLHF bid application in 2015 and which has influenced the development of this MMP consist of:

- Saughton Park – Masterplan (2016)
- Saughton Park – Stage 3 Design Report (2015)
- Saughton Park – Conservation Management Plan (2015)
- Saughton Park – Management and Maintenance Plan (2014)
- Saughton Park – Activity Plan (2015)
- Saughton Park – Visitor Services Business Plan (2015)
- Saughton Park – Surveys and Consultation Report (2015)

The detailed findings of supporting surveys are contained within the following reports:

- Tree Survey by Alan Motion Consulting, December 2014
- Saughton Park Green Travel Plan by JMP Transport Consulting, July 2015
Saughton Park Structural Condition Report by David Narro Associates, February 2015
- Saughton Park Ecology Survey by the Wildlife Partnership Ltd, June 2015
Saughton Park Edinburgh Bat Survey by the Wildlife Partnership Ltd, July 2015
- Saughton Hall Archaeological Evaluation Data Survey Report by AOC Archaeology Group, March 2015
- Saughton Rose Garden Sundial Detailed Conservation Proposals by Graciela Ainsworth, June 2015
- Historic Paint Investigation report by the Conservation Studio, April 2015
Saughton Park Bridge Renders Sample Testing by Construction Materials Consultants, July 2015
- Asbestos Management Survey Report by Chamic Industrial Services Ltd, December 2014
- BREEAM Scoring Assessments, RSP Consulting Engineers, July 2015
- Saughton Hall Park, Archaeological Report by AOC Archaeology Group, July 2014
- Lion Foundry Company Bandstand Condition Report and Proposals for Restoration Report by Charles Laing and Sons, August 2009.

Appendix 2 – Caring for Parks Guidelines and Park Management Rules

Undesirable behaviour in parks is managed through education, persuasion and regulation.

Education, at the proactive, preventative end of the spectrum is provided for parks by a number of agencies. Education Officers in Local Community Planning provide a comprehensive environmental information and education service to the Edinburgh community. The team works with schools, colleges and universities, voluntary organisations, special needs groups and the business community to provide programmes, including litter and waste.

The Countryside ranger service runs environmental education programmes for schools and a range of park issues such as litter, dog fouling, camping, fires and cycling, are often discussed. Countryside Rangers are also charged with the promotion of 'responsible behaviour' as defined in the Scottish Outdoor Access Code, the guidance on the Land Reform (Scotland) Act 2003.

The Park Ranger's role in providing an education service is developing through their work with local schools and providing walks for community groups. Park rangers can be effective in dealing with undesirable behaviours by targeting education on local issues at local people. This involves raising awareness of an issue through the neighbourhood media, contact with the community, signage and providing events and activities designed to draw in the target groups, persuade them to stop and prevent the undesirable behaviours.

Persuasion - Parks Rangers are the principal people dealing with undesirable behaviour in parks. They have no powers to apprehend, fine or prosecute offenders and are often working on their own. They must therefore rely on gentle, friendly persuasion. This, for most behaviour, can be very effective but requires a good deal of skill. Training for rangers on how to deal effectively and safely with the public is therefore on-going. It is intended that this training will be extended to gardeners.

Signs, such as the 'caring for Edinburgh's Parks', are designed to persuade people by explaining the effect of certain behaviours. These signs are permanent in all parks. Temporary signage can deal with local issues and again they are prepared in an informative and persuasive style as is shown on the next page.

Regulation - When gentle persuasion fails, Council officers and rangers can resort to regulation, using Management Rules, Environmental Wardens and the Police. Management Rules, made under Section 112 of the Civic Government (Scotland) Act 1989, allow Council officers and rangers to expel and exclude people from parks for minor offences. If the offending person does not leave, they are committing a criminal offence. The threat of the offence is often enough to persuade people to stop. If they persist then it is a matter for the police.

The current Management Rules for Public Parks and Greenspaces have been in force since 2013. The Rules will be brought in-line with the Scottish Outdoor Access Code and also address current issues in parks and attempt to provide a clearer interpretation to the public of the behaviours which are not allowed. For people who will not be persuaded and for more serious behaviours in parks then Park officers and ranger and the public are encouraged to call the police. The police will respond in a time that resources and priorities allow.

The Management Rules for Public Parks and Greenspaces, image below, are displayed in all our parks and greenspaces, and they can be viewed on the Council's webpage:

<https://www.edinburgh.gov.uk/downloads/file/22552/management-rules-for-parks-and-greenspaces>.

Management Rules for Public Parks and Greenspace

The City of Edinburgh Council in exercise of the powers conferred on them by Section 112 of the Civic Government (Scotland) Act 1982 hereby make the following Management Rules for the Council's Parks, Gardens and open spaces:

Interpretation
In these management rules the following words have the meanings given to them: "Council" means The City of Edinburgh Council; "Park" means any land provided, owned, leased, occupied or managed by the Council within the City of Edinburgh and used as a recreation ground, public designated public open space, public walk, woodland, amenity, cemetery or pleasure ground or garden and all buildings and works connected therewith; "Council Officer" means an employee of the Council or of Edinburgh Leisure, or any person authorized by the Council to enforce these rules; "Code" means the Scottish Outdoor Access Code, the guidance on the Land Reform (Scotland) Act 2003.

Summary
Any person who appears to be breaking, has broken or is about to break any of the following rules may be asked by a Council Officer to leave the Park. Any person refusing to leave will be guilty of an offence and liable on summary conviction to a fine not exceeding level one on the standard scale.

General
The following acts are prohibited:
4.1 Behaviour which causes or is the cause of a Council Officer to have to issue a warning or notice.
4.2 Any act or conduct which damages or causes any damage, injury or loss to any building, structure, equipment, furniture or fitting.
4.3 Damaging any object in the Park provided for the purpose.
4.4 Punishing any animal which endangers or is the cause of a Council Officer to have to issue a warning or notice to any person or property.

Dogs and Muzzles
The following acts are prohibited:
4.5 Allowing a dog to enter in or on a children's play area or area of the Park that is designated as a "dog free area".
4.6 Allowing dogs to feed in a public Park unless the person in charge of the dog immediately removes the feeding within the provisions of the Dog Fouling (Scotland) Act 2012.

BBQs, Fire and Camping
The following acts are prohibited:
4.7 Lighting barbecues outside designated barbecue sites, where these are provided, or in areas or in a manner likely to burn or cause the general or local danger or nuisance to other Park users or neighbouring residents.
4.8 Failing to remove fire associated with BBQs and stoves.
4.9 Lighting an open fire in any Park.
4.10 Camping within any area of a public Park.

Cycling
The following acts are prohibited:
4.11 Cycling in a manner which falls short of the responsibilities in the Code.
4.12 Cycling off the paths in woodland and other areas sensitive to environmental damage.

Motor Vehicles
The following acts are prohibited unless the Council's written permission has been obtained first:
4.12 Driving or using or leaving any car, motorbike, quad bike, mini motor, or other vehicle, or parking a caravan, except on roads and in car parks provided by the Council for cars and vehicles, unless the Council's permission has been obtained first. This rule does not apply to groups and wheelchair users for carrying children or people with a disability.

Events and Other Activities
The following acts are prohibited unless the Council's written permission has been obtained first:
4.13 Holding an event, performance, assembly in any Park, or a demonstration or public meeting in any Park except Land Machines, Code 100 or Code 1200.
4.14 Carrying or discharging any fireworks or flares.
4.15 Playing any organized game or sport or pitches provided by the Council.

Short Hole Golf Courses
The following acts are prohibited for those not engaged on the game of golf:
4.16 Going onto playing surfaces when these are in use and when green at all times.

Exclusion and Exclusion from Parks
11.1 Where a Council Officer has reasonable grounds for believing that a person is contravening or is about to contravene any of these Management Rules, they may require that person to leave the Park.
11.2 Where a Council Officer has reasonable grounds for believing that a person is about to contravene any of these Management Rules, they may exclude that person from the Park.
11.3 Where a person has persistently contravened or attempted to contravene these Management Rules and in the Council's opinion it is necessary to enforce them again, the Council may decide to make that person subject to an exclusion order for a specified period of up to one year.
11.4 An exclusion order made under Rule 11.3 shall have effect on such date as the Council may decide, being not less than 14 days after the decision to make that person subject to an exclusion order. A person who has been made subject to an exclusion order:
a) shall be entitled to written notice of the decision to make the exclusion order, containing a statement of the reasons for that decision; and
b) shall be entitled to make written or oral representations to the Council at any time up to the time that the order would have taken effect but for the representation being made.

When campaigns are being run in parks to address certain issues then Environmental Wardens are often asked to assist. Wardens can help stop and persuade people and for issues of dog fouling and litter can issue fixed penalties. The key tools for dealing with undesirable behaviour in parks are education, the promotion of responsible behaviour, persuasion and as a last resort, regulation.

Appendix 3 - Historical Timeline

17th CENTURY	
15 January 1639	A letter from King Charles 1st accepting Samuel Vaitch in Edinburgh as attorney for Bartholomew Somervell of Saughtonhall.
1646	Saughton Hall passed to Thomas Mudie of Dalry. He was another famous benefactor of Edinburgh out of whose funds the Canongate Church was built.
1650	Saughton Park is thought to be the site of the Civil War battle when Oliver Cromwell's roundheads were defeated by the Earl of Leven, Sir Alexander Leslie. Cromwell's roundheads were forced to retreat due to "boggy ground".
1660	Robert Baird, a 17 th century merchant became the owner of the small estate near Edinburgh. In 1696 he was created a baronet of Nova Scotia and is thought to be responsible for building the older parts of Saughton Hall. Robert Baird's great-great grandson, Sir William, married Frances, the daughter of Colonel Gardiner who led the Hanoverian troops against Bonnie Prince Charlie at Prestonpans. As a result of this marriage the family took the name of Gardiner-Baird.
18th CENTURY	
1700's	The family Gardiner-Baird did not continue to occupy the house during the 18 th century and as a result Saughton Hall was let to various people including Lady Maxwell (friend of Lady Glenorchy) who was visited by John Wesley during his visit to Edinburgh.
19th CENTURY	
Circa 1824	Saughton Hall became a private lunatic asylum for the "upper classes". Between 1824 and 1840 over 100 patients were admitted.
1840	An early reference to horticultural therapy, Dr Lowe published the principles by which the asylum was administered and expressed his belief that "encouraging patients to cultivate flowers was a means of restoring them to health". Dr Lowe, who was member of the Botanical Society of Edinburgh, constructed an ornamental garden and a botanic garden and the patients were encouraged to tend the plants grounds in general. Dr Lowe who was interested in Alpine plants was at Saughton Hall until about 1875 when he retired to Wimbledon to study Coleoptera (beetles) and became President of the Botanical Society of the British Isles.
1875	The asylum passed into the care of the celebrated mental specialist Sir John Batty Tuke.
27 June 1899	A short report by Thomas Hunter (Town Clerk) detailing the position and benefits of the purchasing the proposed land for a public park for the sum of £51,500 (£570 per acre) The principal reason was to replace Harrison Park in Merchiston the lease of which was due to expire in 1901 and owing to the high price of eligible land it had proven impossible to find a suitable substitute in the immediate neighbourhood.

BEGINNING OF 20TH CENTURY	
November 1900 Martinmas	Final deal was secured with Edinburgh Corporation purchasing 98 acres of land for the final price of £52,900.
1900	City of Edinburgh purchased the mansion, Balgreen House and part of the grounds.
1904	A golf course was laid out and a nursery set up for the city gardeners.
14 June 1905	The new public park was formally opened by Lord Provost Sir Robert Cranston. He was accompanied by his wife Lady Cranston and their daughter, Miss Cranston. According to an article published on June 15 in The Scotsman between 500 and 600 people gathered near the first tee to watch the ceremony at half past three in the afternoon. The proposed layout of the park was to include the two large fields immediately to the south of the golf course (which were due to come into the possession of the city in November 1905) to be laid out for football and cricket. A children's gymnasium, a pavilion, a pond for skating in the winter and model yachting in the summer and a bandstand were also included in the plans. "They wanted to do all they could in the interests of the public to make Edinburgh more and more a place of resort for everybody".
1906	The Parks Committee of Edinburgh Town Council met to consider a proposal for an Exhibition to be held in Edinburgh in 1908. The Committee remitted the proposal to the Superintendent of Works and the City Gardener who were to report back as to the probable time that the park would be out or ordinary public use and generally to state the conditions to be attached to the granting of the ground.
1907	By 1907 the city authorities bought the remainder of the property. Dr Batty Tuke removed to Balgreen House until 1914/15 after which he went to Mavisbank at Polton which he renamed New Saughton Hall.
THE 1908 SCOTTISH NATIONAL EXHIBITION	
1908	<p>Between 1 May and 31 October, the Scottish National Exhibition took place at Saughton Hall estate.</p> <p>It covered approximately 43 acres and attracted over 3.5 million visitors.</p> <p>The exhibition was huge and showed exhibits from the fields of industries (Scottish Industries, Women's Work, Agriculture, Horticulture and Arboriculture), arts and crafts (Artisans' Work, Nature Study, Bee Keeping, Poultry Farming, Small Holdings), and contemporary social causes (the Nursing and Care of Orphan Children, Education, and Housing of the Working Classes).</p> <p>Following the exhibition, a Dr Parrot proposed that using a grant from the exhibition surplus, a "Scottish Park" be created. The intention was to base the park on the Skansen project in Stockholm which was created to "foster the spirit of nationality, to link the past with the present and to direct the eyes of the people towards a brighter and better national future".</p>

PRE WORLD WAR 1	
1909	The ornamental iron bandstand, along with many of the other exhibits, was relocated to Marine Gardens in Portobello. However, and probably inspired by the popularity of the Exhibition bandstand, Edinburgh Corporation ordered two new identical Model No.23 bandstands from The Lion Foundry Company of Kirkintilloch. One was erected in the Meadows and the second erected in Saughton Park at the Fords Road entrance in 1909.
13 June 1910	A newspaper article documents the opening of Saughton Park and Gardens to the public by Lord Provost Brown and goes into some detail as to the layout. "The gardens near the mansion house present very much the aspect they had at the time of the Exhibition though some important rearrangements of the ground have taken place, notably on the east side of the main walk where a fine American garden with azaleas and rhododendrons has been laid. A rock garden has been made within the walled enclosure fronting the mansion house and the bandstand has been reared on the ground between the western wall of the mansion and the Water of Leith. The rose garden will be developed and will add further to the attractiveness of the grounds which with their fine umbragoons trees, flowering shrubs, charming flower beds and trim green borders presented in the brilliant sunshine which prevailed an aspect which called forth unstinted admiration". The work was done under the direction of Mr McHattie, the chief city gardener and the event attracted thousands of people to the park.
1912	Following much discussion an area of the park was rented out for the Edinburgh Agricultural Society Show.
1913	First proposals for a Winter Garden in Saughton are recorded.
1914-1934	Balgreen House was used by the local authority as a children's welfare centre.
1914	John W M'Hattie (Superintendent of Parks and Gardens) recorded that the Park was now complete and included a 9-hole Golf Course, Sports Ground, Cricket Ground and Football Area. "The area enclosed by the old garden walls has been laid out in an ornamental manner. It included a Rosary, American Garden, Rock Garden and Sweet Pea Garden. The Nursery at Balgreen has proved its usefulness in providing a supply of Shrubs, Trees and Plants. The Winter Garden is in good condition. The banks of the Water of Leith and the Mansion House remain to be dealt with as opportunity presents itself. A good Pavilion for Golf, Football and Cricket has been erected including Ladies' and Gentlemen's Cloakrooms and Officers House. Saughtonhall promises to be one of the best Parks in the City."
1916/17	During the First World War the gardens played their part in the war effort. The area formally devoted to sweet peas was dug up and allotments created to produce badly needed vegetables. Local newspaper articles from the time allude to the fact that the workforce was severely depleted and that six "lady gardeners" were employed who made "as good a job of certain things as the men themselves could and sometimes better"!!

	The rose gardens seem to have played their part in keeping up public morale and it was recorded I 1917 that thousands of visitors thronged to witness the “blaze of colour from snowy white and shell pink to the deepest purple red that dazzled the eye”.
BETWEEN THE WARS	
1920's	In an article published in 1924 Saughton Park is described and the most restful and beautiful of Edinburgh's parks “set like a jewel in the grey thorough-fares of the city” and it is likened to being in an enchanted garden. It describes the long rectangular spaces of green turf in the central avenue carrying at regular intervals glowing plots of colour and long straight lines leading the eye to gay archways of pink roses. The air being laden with scent and the trim, golden borders of boxwood containing vibrant splashes of colour. A.S. Cowper reported that the golf course was moved across the railway line to the fields of Carrick Knowe farm to make way for the Whitson housing project.
1929	Saughton Hall appeared in the “Tenth Report of the Royal Commission on the Ancient and Historical Monuments of Scotland”. It was described as a “large and rambling structure mainly modern, except for the central portion which dates from the late 17 th century”.
DURING WORLD WAR 2	
1940's	During World War II the formal gardens were turned into onion beds as Saughton helped to “Dig for Victory” and the house housed the “Land Girls”.
POST WORLD WAR 2	
May 1946	The Women's Timber Corp Reunion was held in Saughton Hall.
4 November 1952	Saughton Hall, riddled with dry rot, was burned down in a controlled blaze by Royal Engineers and the Fire Brigade.
May 1953	The remains of Saughton Hall were finally demolished.
1970's	The changing facilities at the Saughton Sports Complex were built.
1978	A.S Cowper recorded that Saughton Park boasted some of the best rose displays in Britain and that the scented garden for the blind was “a particularly pleasing feature of the layout”.
7 September 1984	New Winter Garden was opened by Lord Provost John McKay who acknowledged assistance from several donors: the Stanley Smith Horticultural Trust, the Royal Caledonian Horticultural Society, the Mushroom Trust, Tom Farmer of Kwik Fit, the Young Women's Christian Assoc, Tom Sinclair and James Crow and Sons. The alloy single-span glasshouse replaced the old 19 th century glasshouse.
1987	Unfortunately, the locals lived up to old Scot's proverb “ <i>Ye breed o' Saughton swin ye're neb's never oot o' an ill turn</i> ” (Saughton people are never happy except when doing mischief) and the ornamental iron bandstand at the Fords Road entrance had to be dismantled and removed to storage in 1987 due to persistent vandalism.
21ST CENTURY	
2010	Saughton Skate Park was opened to the public.
2014 to 2015	National Heritage Lottery Grant secured to development a new masterplan for Saughton Park.

2016 to 2020	National Heritage Lottery Grant secured to delivery the masterplan proposals which saw Saughton Park fully restored and improved. This saw the reinstalment of the fully restored historic ornamental iron bandstand to a new location in the Walled Garden.
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Appendix 4 – Regular Activities List 2021-2023

SAUGHTON PARK REGULAR ACTIVITIES 2021 TO 2023			
Activity	Who	Frequency	Dates
Green Shed	Health All Round	Weekly	Oct 21-June 22
Art for Fun	Health All Round	Weekly	Oct 21- Nov 23
Ecotherapy	Health All Round	Weekly	Oct 21 - May 23
Walk with Doc	Health All Round	Weekly	Jun 22- Feb 23
Cognitive behavioural therapy	Health All Round	Weekly	Jan 23- Mar 23
Treating anxiety	Health All Round	Weekly	Mar 23 -
Writing Group	Health All Round	Monthly	Aug 23 - Dec 23
Park & Stride	Health All Round	Weekly	July 23- Aug 23
Art	Botanical Artists	Weekly	2021-23
Choir	Forget me notes	Biweekly	2022-23
Knit and natter	FoSP	Weekly	2022-23
SPLAT clean up	FoSP	Monthly	2022-23
Physics garden	FoSP	Weekly	2021-23
Orchard team	FoSP	Monthly	2021-23
Adapted bike sessions	ABC-Thistle	Weekly	2021-23

Appendix 5 – Events List 2022 - 20233

SAUGHTON PARK EVENTS 2022					
Event Type	Event	When	Where	Comments	
Large Commercial	Nickelodean	27th June - 17th July	Main park		
Small Commercial					
Large Community	Caley Spring Show	1st - 4th April	Courtyard & McHattie	Annual	
	Fedaga allotments	3rd & 4th September	Events lawn	Annual?	
Small Community	Green Heart Park Week HAR	June	McHattie and Conservatory		
	FoSP Community music	27th August	Courtyard & McHattie	Annual/more often?	
	Caley Apple Day	1st 2nd October	Courtyard & McHattie	Annual	
	FoSP Halloween	29th October	Conservatory & bandstand	Annual	
	FoSP Wreath making	9th & 10th December	Conservatory	Annual	
	FoSP Trio Music	4th June	Bandstand		
	FoSP Buskin Sharks	13th June	Bandstand & Conservatory		
	Balgreen Primary final day	30th June	Bandstand area	Annual?	
	Orienteering for beginners	16th July	Main Park	Annual?	
	School concert	18th July	Bandstand		
	Lifelong Learning Family Picnic	29th July	Sunken Garden		
	National Day of India	2nd October	Conservatory	Annual	
	Large Charity	Simba	27th August	Conservatory	Annual
	Small Charity	Thrive Mental Health Gathering	14th May	Gardens	
Mind You Project		12th, 19th & 26th March	Events Lawn		
Scottish Breastfeeding picnic in the park		13th June	Main park		
Safe Families Jelly Walk		18th June	Main park		
Armed Forces		18th June	Events Lawn		
Weddings	Photos	11th June			
Filming	Disability awareness Campaign	6th May	Courtyard and ball court		
	Church online	2nd October	Bandstand		
	Beechgrove	27th October	Walled garden		

SAUGHTON PARK EVENTS 2023				
Type of Event	Event	When	Where	Comments
Large Commercial				
Small Commercial	Midnight summer dream	18th- 25th	Sunken and Conservatory	
	Courtyard Ceilidh	25th August	Courtyard and McHattie	
Large Community	Caley Spring Show	30th March -2nd April	Courtyard & McHattie	
Small Community	FoSP Bird watch	29th January	Courtyard & McHattie	
	Caley Garden design workshop	26th February	McHattie	
	Faroe Brass Band	5th April	Bandstand	
	Forget me nots	13th April 2-3pm	Bandstand	
	Caley Primula and auricula	13th & 14th May	McHattie	
	Balgreen Library Book Bug	16th May	Walled garden	
	Caley Cacti and succulent	10th & 11th June	McHattie	
	Dad's Rock family event	18th June 9-1	Events Lawn	
	Balgreen Leavers Day	27th June	Bandstand	
	Balgreen Library bear hunt	7th July	Walled garden	
	Lifelong Learning family picnics	13th July		
	Score Scotland	12th August	Sunken Garden	
	Orienteering	20th August	Map required	
	FoSP Art Exhibition	17th-20th August	McHattie	
	Green Heart Park Week HAR	21st-25th August	McHattie and Conservatory	
	Caley Fedega event	31st-3rd Sep	McHattie, Courtyard and conservatory	
	Botanical Artists workshop	23rd Sep	McHattie	
	Apple day	4-6th October	McHattie	
	FoSP Halloween Party	28th October	Conservatory, bandstand, lawn	
	Caley Late autumn show	11th & 12th November	McHattie	
	FoSP Wreath making	8th/9th Dec	Conservatory,	

Type of Event	Event	When	Where	Comments
Large Charity				
Small Charity	RSPB Great Garden Birdwatch	29th January	McHattie & Cloister	
	Edinburgh Health walk network	22nd February	McHattie	
	Edinburgh Mental Health Forum	7th May	McHattie	
	Music in the Community	Programme	McHattie & Courtyard	
	Edinburgh Brass Band	11th June	Bandstand	
	Nigels All Stars	19th & 26th August	Bandstand	
	EIF and welcoming	24th August	Bandstand	
	Mindful Peace Walk	3rd September	Park	
Weddings				
Filming				
Birthday Party	Private	18th February	Conservatory	
	Private	15th July	Conservatory	
	Private	12th August	Conservatory	

Appendix 6 – Tree Policies

Policies relevant to Saughton Park and its arboriculture management are listed below:

Policy 1: Trees in Council ownership will be inspected for safety, on a cycle between one and five years according to size, targets, condition and survey recommendation for each tree. This information will be recorded on the Council's data base.

Policy 2: Tree inspections will only be undertaken by people who are qualified, experienced and competent to undertake the Visual Tree Assessment (VTA) method of survey.

Policy 3: The Council will take steps to bring all of its trees under active, appropriate and informed management.

Policy 4: The Council prioritises tree work according to the individual tree's health and safety risk, taking into account current available resources. Tree works will normally be completed in safety priority order.

Policy 5: The Council accepts the right of householders to remove overhanging branches, (subject to compliance with Tree Preservation Orders and/or Conservation Area status) and where required will assist householders to identify a suitable arboricultural contractor who can carry out works to the appropriate standard.

Policy 7: For non-emergency tree-related safety issues a Trees and Woodlands Officer will aim to carry out a tree inspection within 10 working days of receipt of the enquiry and the customer notified thereafter within 5 working days of what action the Council intends to take.

Policy 9: The Council will not carry out works to trees, or fell them, unless it is necessary to do so. When works are carried out, the reasons for the work will be documented and recorded.

Policy 10: Where practicable, all arisings (logs, branches etc) from tree works in high amenity areas will be removed and used in an environmentally sustainable manner. In woodland situations however, standing dead wood, logs and chippings may often be left on site, where this can be done safely, to enhance biodiversity and increase wildlife habitats.

Policy 11: Management of ivy and trees. The Council will control ivy on trees where it is having a significantly negative effect.

Policy 12: The Council will seek to remove stumps promptly where practicable and appropriate. In woodland locations, stumps will generally be left to decay in situ.

Policy 13: the Council will undertake work to a tree in its ownership to maintain clear sight lines (where reasonably feasible) at junctions and access points (associated with a street, road or highway).

Policy 16: The Council will undertake work to a tree in Council ownership to maintain a minimum 5.5 metres height clearance over the carriageway - where reasonably feasible.

Policy 18: The Council will undertake work to a Council owned tree to maintain a minimum (where reasonably feasible) 2.5 metres height clearance over a footpath associated with a street, road or highway.

Policy 19: The Council will undertake work to a tree in its ownership to ensure that it does not unduly obstruct the streetlight zone of illumination.

Policy 40: The Council will endeavour to maintain its tree stock and increase current tree numbers by planting. The Council will look to increase and improve its tree cover within available resources as part of an annual tree planting programme, paying particular attention to historic street tree and park planting.

Policy 41: The Council will endeavour to maintain newly planted trees appropriately to ensure they have the best chance of establishing.

Policy 43: The Council will manage veteran trees sympathetically according to good arboriculture practice, striking a balance between public safety and biodiversity.

Appendix 7 – Saughton Park Risk Assessment

RISK ASSESSMENT				Compiled by: Craig Dunlop, Parks & Greenspace Officer		
Site: Saughton Park		Assessment Date: March 2021		Review Date: by March 2022		
Hazard and Risk	People at risk	Our Controls	Future Controls	Risk Level	Target date and Responsible person	Notes
Inconsiderate parking and vehicle movement causing potential conflict and damage	Public, volunteers and staff	Designated parking bays and two carparks	Introduction of parking restrictions and enforcement	H	2021 Traffic Orders	
Anti-social behaviour causing damage and conflict	Public, volunteers and staff	Reporting of incidents to Police Scotland 101	Installation of CCTV throughout park New management rules	H	2021 Community Safety P,G & C	
General park related incidents that may arise from work tasks or activities	Public, volunteers and staff	Isolated and no co-ordinated reporting	Health & Safety action plan for future management agenda item	L	All partners	
Events and impact on park, users and residents	Public	Event procedures that organiser must comply, missives and terms of let. Safety plans etc	Assess impact post event and consider any additional measures required	M	All partners in event and activity group CEC events team	
Insect bites and stings	Public and Employees	Report any nests to Pest Control for removal	Signs erected warning people to keep away from nests	Low	As and when required PGO/PR	
Disease (Tetanus, Hepatitis, Leptospirosis, Weil's disease, etc)	Public and Employees	Information is provided to employees on health risks and symptoms included in safe working practices, risk assessment on dealing with syringes and stick injuries. PPE in place for removal of sharps. Reports by the public are dealt with by cleansing. Anti-social behaviour reported to Police Scotland	Staff can approach their GP for inoculations and are referred to GP if exposed, as a precaution. Staff provided with washing facilities and first aid if required.	Low	As and when required. PR/PGO	

RISK ASSESSMENT				Compiled by: Craig Dunlop, Parks & Greenspace Officer		
Site: Saughton Park		Assessment Date: March 2021		Review Date: by March 2022		
Hazard and Risk	People at risk	Our Controls	Future Controls	Risk Level	Target date and Responsible person	Notes
Fixed furniture: Injury due to damage etc	Public	Benches and other furniture are bolted and/or concreted to the ground. Litter bins are emptied daily and inspected at time of emptying for defects which are reported for repair. Public reports of damaged items.	PGO and PR will inspect Saughton Park and reports of damage by public users.	Low	As and when required. PGO	
Trees: Collapse or structural damage, low hanging branches.	Public and Employees	Tree maintenance carried out as required. Tree Hazard Management system in place. PGO responds to concerns raised by the public.	Identify tree work through regular inspections and review Tree Hazard Management information as appropriate.	Low	As and when required. PGO and Tree and Woodlands Officer.	
Footpaths: Trips, slips and falls	Public and Employees	Paths checked for signs of damage. Leaf clearance carried out as necessary, grass and edges cut back at least once per annum. Defects to footpath are repaired as soon as practical, damage with H&S concerns repaired as a priority. Fill holes created by animal activity, where notified.	Annual inspection of paths to identify any hazards.	Low	As and when required. PGO/PR	
Play area: Trips, slips, falls and injuries	Public	All play equipment checked every 4-6 weeks by qualified staff from P&GS. Annual independent assessment carried out. Ad hoc inspections carried out by other staff and all public enquiries are investigated. Removal of litter,	Monitored by PGO and PR on a regular basis.	Low	As and when required. PGO/PR/P&GS	

RISK ASSESSMENT				Compiled by: Craig Dunlop, Parks & Greenspace Officer		
Site: Saughton Park		Assessment Date: March 2021		Review Date: by March 2022		
Hazard and Risk	People at risk	Our Controls	Future Controls	Risk Level	Target date and Responsible person	Notes
		glass and other debris on a regular basis.				
Micro hydro: water hazard	Public	Warning signs, barrier to prevent access.	Rospa inspection	Low		
Lone working: Exposure to violence or accidents.	Staff and volunteers	Separate risk assessments exist for lone working and staff are supervised and may carry mobile phones. Employees are advised not to involve themselves with suspicious activity and to report things to their manager or the emergency services.	Training to avoid conflict	Low	As and when required. All staff	
Rubbish removal Injury, manual handling	Staff and Volunteers	Manual handling training provided to staff. Bins emptied with vehicle assistance to minimise handling. PPE provided. Separate risk assessment and safe working practices observed.	Volunteers are reminded of H&S prior to any activity. Volunteers to provide risk assessments	Low	As and when required. All staff.	
General maintenance.	Employees	Separate risk assessments and safe working practice method statements exist for all activities that are regularly reviewed and update. Operatives provided with PPE and have relevant training and experience. All maintenance equipment is serviced either internally at our workshop or by others suitably qualified.	HAVs assessment is carried out for all new equipment. All herbicide legislation and H&S advice is reviewed as products are made available including COSHH assessments, risk assessments, training etc is considered.	Medium	All staff	

Site address: Saughton Park, Fords Road Edinburgh,

City of Edinburgh Council – Main number 0131 200 2000

During office hours contact can be made with South West Edinburgh Local Office, 10 Westside Plaza, Edinburgh, EH14 2 TS , tel: 0131 527 3800

In the event of an emergency, nearest A&E hospital:

Royal Infirmary of Edinburgh, 51 Little France Crescent, Old Dalkeith Road, Edinburgh, EH16 4SA.

A&E for children under 13 – Royal Hospital for Sick Children, 9 Sciennes Road, Edinburgh, EH9 1LF