

	A	B	C	D	E	F	G	H	I
25	C CONSERVE & PROPAGATE PLANTS								
26					C1	Review Capital Works progress, and identify programme of continuation		Review completed	
27					C2	Secure resources / partner to maintain		Resources and partnership agreement in place	
28					C3	Maintain nursery stock		All nursery stock maintained	CWP
29					C4	Propagate and distribute plants		Annual distribution programme	CWP
30					C5	Identify and research plants - including new introductions		Plants identified	CWP
31					C6	Maintain database of plant information		Up to date database	CWP
32									
33	D CONSERVE HISTORIC STRUCTURES								
34					D1	Review Capital Works and condition of Heritage Items		Review completed	
35					D2	Undertake temporary or protective work if required		Protective works completed	Initial works
36					D3	Work with ploholders to draw up schedule of works		Schedule agreed with ploholders	
37					D4	Secure resources		Resources secured	
38					D5	Carry out programme of works		Structures repaired/conserved	CWP
39					D6	Archive record of structures		Record complete	
40					D7	Undertake annual checks of Heritage Items		Annual check	
41					D8	Survey and record non Heritage Items		Survey of all relevant non Heritage Items	Initial survey
42									
43	E CREATE A PLOT BY PLOT ARCHIVE AND A GARDENERS ARCHIVE								
44					E1	Collect and review existing materials and information		Review of existing materials	Complete task
45					E2	Establish a project working group		Project working group	Establish group

	J	K	L	M	N	O	P	Q	R	S
25										
26	Review completed									Review Capital Works progress, and identify programme of continuation
27	Complete task									Secure resources / partner to maintain
28	CWP	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Maintain nursery stock
29	CWP	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Propagate and distribute plants
30	CWP	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Identify and research plants - including new introductions
31	CWP	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Maintain database of plant information
32										
33										
34	Complete review									Review Capital Works and condition of Heritage Items
35	Monitor & maintain	Monitor & maintain	Monitor & maintain	Monitor & maintain						Undertake temporary or protective work if required
36	Schedule complete									Work with ploholders to draw up schedule of works
37	Initial resources secured			Resources secured						Secure resources
38	CWP	25% structures restored	25% structures restored	25% structures restored	25% structures restored					Carry out programme of works
39		Integrate into E9	Integrate into E9	Integrate into E9	Integrate into E9					Archive record of structures
40	Annual check	Annual check	Annual check	Annual check	Annual check	Annual check	Annual check	Annual check	Annual check	Undertake annual checks of Heritage Items
41	Initial survey	Update	Update	Update	Update	Update	Update	Update	Update	Survey and record non Heritage Items
42										
43										
44										Collect and review existing materials and information
45	continue	continue	continue	continue	See E10					Establish a project working group

	A	B	C	D	E	F	G	H	I
66					G1	Set up agreements for maintenance of wildlife areas		Agreements in place	Agreement for 20% areas
67					G2	Organise volunteer programmes for maintenance		SEE V5: PART PROG	Volunteer programme
68					G3	Integrate maintenance into main site maintenance programme where not covered by partners/volunteers		Wildlife areas maintained	80% areas
69					G4	Monitor maintenance by partners every six months		Monitor bi-annually	Monitor x2 year
70									
71	H DEVELOP & MANAGE DISPLAY PLOTS AS RESOURCES FOR VISTOR & GARDENER INTERPRETATION								
72				<i>capital works prog</i>	H1	Undertake research work and consultation		Research	Research & consult
73				<i>capital works prog</i>	H2	Design details		Detailed design for each plot	
74				<i>capital works prog</i>	H3	<i>Create plots</i>		<i>6 plots created</i>	
75					H4	Establish partnership for maintenance and management		Agreement in place	
76					H5	Organise regular programme of events and open days (with partners)		Event programme	
77					H6	Create interpretation materials for each plot		Interpretation materials designed, made, and installed	
78					H7	Record and provide interpretation of the process		Record and archive [within E9]	
79									
80	I IMPROVE THE INFRASTRUCTURE OF INDIVIDUAL PLOTS								
81					I1	Identify & specify work required [following plot condition survey]		Plots surveyed and work specified	
82					I2	Draw up design options and outline programme of work		Design options and outline programme	
83					I3	Make agreements with tenants if appropriate		Agreement made prior to works starting	
84					I4	Secure resources		Resources secured	

	J	K	L	M	N	O	P	Q	R	S
66	Agreement for 40% areas	Agreement for 60% areas	Agreement for 80% areas	Agreement for 100% areas	Agreement for 100% areas	Agreement for 100% areas	Agreement for 100% areas	Agreement for 100% areas	Agreement for 100% areas	Set up agreements for maintenance of wildlife areas
67	Volunteer programme	Volunteer programme	Volunteer programme							Organise volunteer programmes for maintenance
68	60% areas	40% areas	20% areas	none	none	none	none	none	none	Integrate maintenance into main site maintenance programme where not covered by partners/volunteers
69	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor x2 year	Monitor maintenance by partners every six months
70										
71										
72										Undertake research work and consultation
73	Design completed									Design details
74	<i>Complete</i>									<i>Create plots</i>
75	Partnership established									Establish partnership for maintenance and management
76		Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Organise regular programme of events and open days (with partners)
77	Complete SEE E8									Create interpretation materials for each plot
78	Complete									Record and provide interpretation of the process
79										
80										
81	Complete									Identify & specify work required [following plot condition survey]
82			Complete task							Draw up design options and outline programme of work
83			Agreement to match resources	Agreement to match resources	Agreement to match resources	Agreement to match resources	Agreement to match resources	Agreement to match resources	Agreement to match resources	Make agreements with tenants if appropriate
84			Secure resources Yr 3-4	Secure resources Yr 4-5	Secure resources Yr 5-6	Secure resources Yr 6-7	Secure resources Yr 7-8	Secure resources Yr 8-9	Secure resources Yr 9-10	Secure resources

	A	B	C	D	E	F	G	H	I
85					I5	Carry out programme of work		Plots improved	
86									
87	J OPERATE ON-SITE RECYCLING FACILITIES								
88					J1	Review Capital Works Programme and identify further facilities if required		Review complete	
89					J2	Secure resources and set up further facilities		Facilities set up	
90					J3	Draw up programme of work / contract		Programme drawn up	
91					J4	Secure resources / partner		Resources/partner secured	
92					J5	Monitor and support partner		Regular monitoring & support	
93									
94	K PROVIDE ROBUST MANAGEMENT STRUCTURE								
95					K1	Operate the Project in accordance with all funding agreements and contracts		Contract / agreement obligations fulfilled	As required
96					K2	Ensure the proper functioning of the STAA Management Committee, working within the STAA constitution		Comm functioning according to Constitution, and fulfilling legal obligations	Ongoing
97					K3	Continue to employ staff required to implement the MMP		Employment of worker team & others	Team in place
98					K4	Develop and support the St Anns Allotments Consortium		Active Consortium	Min 6 meetings per year
99									
100	L DELIVER A HIGH QUALITY MANGT & ADMINISTRATION SERVICE								
101					L1	Collate monitoring information and produce quarterly monitoring reports		Quarterly reports	Quarterly reports
102					L2	Undertake annual review of progress on the MMP		Annual report	Annual review
103					L3	Carry out major project reviews in Years 3, 6, and 9		Project review and revision of MMP	
104					L4	Operate effective internal financial and administrative procedures		Operate - external audit approval	Ongoing

	J	K	L	M	N	O	P	Q	R	S
85			Programme of works	Programme of works	Programme of works	Programme of works	Programme of works	Programme of works	Programme of works	Carry out programme of work
86										
87										
88	Complete task									Review Capital Works Programme and identify further facilities if required
89		Complete task								Secure resources and set up further facilities
90	Complete									Draw up programme of work / contract
91		Resources secured								Secure resources / partner
92		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Monitor and support partner
93										
94										
95	As required	As required	As required	As required	As required	As required	As required	As required	As required	Operate the Project in accordance with all funding agreements and contracts
96	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ensure the proper functioning of the STAA Management Committee, working within the STAA constitution
97	As required	As required	As required	As required	As required	As required	As required	As required	As required	Continue to employ staff required to implement the MMP
98	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Min 6 meetings per year	Develop and support the St Anns Allotments Consortium
99										
100										
101	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Collate monitoring information and produce quarterly monitoring reports
102	Annual review	Annual review	Annual review	Annual review	Annual review	Annual review	Annual review	Annual review	Annual review	Undertake annual review of progress on the MMP
103		Year 3 Review			Year 6 Review			Year 9 Review		Carry out major project reviews in Years 3, 6, and 9
104	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Operate effective internal financial and administrative procedures

	A	B	C	D	E	F	G	H	I
105					L5	Ensure compliance with all legal requirements		Annual review [as minimum]	As required
106					L6	Review and update internal policies / procedures		Annual review [as minimum]	As required
107					L7	Provide effective Management Team support and supervision		Regular support /supervision	Ongoing
108					L8	Ensure that all staff receive appropriate training and development		Training review and provision	Annual review & provision
109									
110	M PROVIDE AN EFFECTIVE SYSTEM OF TENANCY ADMINISTRATION								
111					M1	Review and revise tenancy agreement		New tenancy agreement in place	
112					M2	Operate lettings procedure to implement Land Use Plan		Working lettings procedure	Lettings match LU Plan
113					M3	Maintain tenancy & site condition databases		Maintained databases	Database established
114					M4	Tenancy enforcement procedure (for cultivation and non-payment]		Notice quit/cultivate as required	Ongoing
115					M5	Implement effective gardeners charter / complaints procedure		Procedure in place and used effectively	Ongoing
116					M6	Link rent level to NCC direct let sites		Rent changes to match NCC levels	Determined by NCC
117					M7	Issue bills for rents, and follow up/reminders		Annual bills issued	Issue bills in September
118					M8	Establish and operate rent payment/collection system		Rents paid annually	Collect rents
119					M9	Operate and administer key fob system		Current ploholders with key fobs	
120									
121	N DEVELOP EFFECTIVE LOCAL PARTNERSHIPS AND A POSITIVE PUBLIC PROFILE								
122					N1	Produce general Project publicity and maintain media contact		Positive media profile	Positive media profile
123					N2	Develop and maintain the Project website		Website maintained	Website created

	J	K	L	M	N	O	P	Q	R	S
105	As required	As required	As required	As required	As required	As required	As required	As required	As required	Ensure compliance with all legal requirements
106	As required	As required	As required	As required	As required	As required	As required	As required	As required	Review and update internal policies / procedures
107	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Provide effective Management Team support and supervision
108	Annual review & provision	Annual review & provision	Annual review & provision	Annual review & provision	Annual review & provision	Annual review & provision	Annual review & provision	Annual review & provision	Annual review & provision	Ensure that all staff receive appropriate training and development
109										
110										
111	Review existing agreement	New agreement	Issue to all plohoders							Review and revise tenancy agreement
112	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Lettings match LU Plan	Operate lettings procedure to implement Land Use Plan
113	Database amintained	Database amintained	Database amintained	Database amintained	Database amintained	Database amintained	Database amintained	Database amintained	Database amintained	Maintain tenancy & site condition databases
114	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Tenancy enforcement procedure (for cultivation and non-payment]
115	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Implement effective gardeners charter / complaints procedure
116	Determined by NCC	Determined by NCC	Determined by NCC	Determined by NCC	Determined by NCC	Determined by NCC	Determined by NCC	Determined by NCC	Determined by NCC	Link rent level to NCC direct let sites
117	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills in September	Issue bills for rents, and follow up/reminders
118	Collect rents	Collect rents	Collect rents	Collect rents	Collect rents	Collect rents	Collect rents	Collect rents	Collect rents	Establish and operate rent payment/collection system
119	Implement system	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Operate and administer key fob system
120										
121										
122	Positive media profile	Positive media profile	Positive media profile	Positive media profile	Positive media profile	Positive media profile	Positive media profile	Positive media profile	Positive media profile	Produce general Project publicity and maintain media contact
123	Website maintained	Website maintained	Website maintained	Website maintained	Website maintained	Website maintained	Website maintained	Website maintained	Website maintained	Develop and maintain the Project website

	A	B	C	D	E	F	G	H	I
124					N3	Establish effective partnership working with off-site organisations		Involvement with other partnerships	Partnerships in place
125									
126	O PROVIDE A HIGH QUALITY OF SITE MAINTENANCE								
127					O1	Carry out regular site inspections of key facilities and areas		Inspections carried out to schedule	Inspections to schedule
128					O2	Undertake emergency repairs / maintenance work		Emergency repairs to schedule	As required & CWP
129					O3	Implement annual maintenance programme		Completion of annual maintenance programme	CWP
130					O4	Implement cyclical repairs programme		Works carried out in cyclical repairs programme	n/a
131					O5	Monitor & review: emergency repairs budget and annual programme		Quarterly & annual reviews	Quarterly & annual review
132					O6	Annual site inspection		Annual site inspection	Annual inspection
133					O7	Integrate work with Partnership Programme		Site maintenance linked to Partnership Programme	Integrated work programme
134									
135	P INCREASE THE LEVEL OF GARDENERS INVOLVEMENT IN THE MANAGEMENT OF THE SITE								
136					P1	Ensure that gardeners are involved in the Capital Works Programme		tbc	Involvement with CWP
137					P2	Provide site information to all ploholders		Quarterly newsletter; info on site	At least 4 times a year
138					P3	Hold STAA AGM - to include election of Management Committee		Annual AGM; election of Mangt Comm	STAA AGM
139					P4	Establish a group of volunteer gardeners to act as site stewards		Site steward system	

	J	K	L	M	N	O	P	Q	R	S
124	Effective working with partners	Effective working with partners	Effective working with partners	Effective working with partners	Effective working with partners	Effective working with partners	Effective working with partners	Effective working with partners	Effective working with partners	Establish effective partnership working with off-site organisations
125										
126										
127	Inspections to schedule	Inspections to schedule	Inspections to schedule	Inspections to schedule	Inspections to schedule	Inspections to schedule	Inspections to schedule	Inspections to schedule	Inspections to schedule	Carry out regular site inspections of key facilities and areas
128	As required & CWP	As required & CWP	As required	As required	As required	As required	As required	As required	As required	Undertake emergency repairs / maintenance work
129	CWP	CWP	Annual programme & hedge vote	Annual programme	Annual programme	Annual programme	Annual programme	Annual programme	Annual programme	Implement annual maintenance programme
130	n/a	Implement programme	Implement programme	Implement programme	Implement programme	Implement programme	Implement programme	Implement programme	Implement programme	Implement cyclical repairs programme
131	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Quarterly & annual review	Monitor & review: emergency repairs budget and annual programme
132	Annual inspection	Annual inspection	Annual inspection	Annual inspection	Annual inspection	Annual inspection	Annual inspection	Annual inspection	Annual inspection	Annual site inspection
133	Integrated work programme	Integrated work programme	Integrated work programme	Integrated work programme	Integrated work programme	Integrated work programme	Integrated work programme	Integrated work programme	Integrated work programme	Integrate work with Partnership Programme
134										
135										
136	Involvement with CWP	Involvement with CWP								Ensure that gardeners are involved in the Capital Works Programme
137	At least 4 times a year	At least 4 times a year	At least 4 times a year	At least 4 times a year	At least 4 times a year	At least 4 times a year	At least 4 times a year	At least 4 times a year	At least 4 times a year	Provide site information to all ploholders
138	STAA AGM	STAA AGM	STAA AGM	STAA AGM	STAA AGM	STAA AGM	STAA AGM	STAA AGM	STAA AGM	Hold STAA AGM - to include election of Management Committee
139	Establish steward group	Continue	Continue	Continue	Continue	Continue	Continue	Continue	Continue	Establish a group of volunteer gardeners to act as site stewards

	A	B	C	D	E	F	G	H	I
140					P5	Organise Network meetings for group plotholders		At least quarterly	At least 4 meetings a year
141					P6	Hold regular gardeners forums		At least quarterly	3 forums (& AGM)
142					P7	Carry out surveys of gardeners satisfaction with management and maintenance, and consultation over new issues		Survey carried out as part of Year 3 and 6 and 9 reviews	CWP: see P1
143									
144	Q MAXIMISE THE TAKE UP AND USE OF THE GARDENS BY PLOTHOLDERS								
145					Q1	Monitor & record plot vacancies		Monthly report	Monthly reports
146					Q2	Monitor plotholder background for equal opportunities issues		Plotholder profile	Monitor & annual summary
147					Q3	Annually review take-up, and draw up strategy for publicity / year ahead		Annual review and strategy	Annual review and strategy
148					Q4	Undertake programme of promotion and publicity to advertise available plots		Publicity and promotion programme	Undertake programme
149					Q5	Operate a system for take up by prospective gardeners		System in place and functioning	Operate take up system
150					Q6	Review wider issues which may effect take up and land use		Within Year 3, 6 & 9 reviews	
151									
152	R INCREASE THE AWARENESS AND APPRECIATION OF THE HERITAGE OF THE GARDENS BY UNDERTAKING A PROGRAME OF OUTEACH								
153					R1	Organise a programme of outreach work off-site		Programme of work/events	Programme off-site
154					R2	Maintain website information		Heritage info on website	Ongoing
155					R3	Produce a variety of publications		Range of 'publications'	Interpretative materials
156					R4	Deliver a range of on-site activites for the public		Programme of work/events	Public activities programme

	J	K	L	M	N	O	P	Q	R	S
140	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	At least 4 meetings a year	Organise Network meetings for group ploholders
141	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	3 forums (& AGM)	Hold regular gardeners forums
142	CWP: see P2	CWP plus hedge vote	Consult as required	Consult as required	Year 6 Review	Consult as required	Consult as required	Year 9 Review	Consult as required	Carry out surveys of gardeners satisfaction with management and maintenance, and consultation over new issues
143										
144										
145	Monthly reports	Monthly reports	Monthly reports	Monthly reports	Monthly reports	Monthly reports	Monthly reports	Monthly reports	Monthly reports	Monitor & record plot vacancies
146	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor & annual summary	Monitor ploholder background for equal opportunities issues
147	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annual review and strategy	Annually review take-up, and draw up strategy for publicity / year ahead
148	Undertake programme	Undertake programme	Undertake programme	Undertake programme	Undertake programme	Undertake programme	Undertake programme	Undertake programme	Undertake programme	Undertake programme of promotion and publicity to advertise available plots
149	Operate take up system	Operate take up system	Operate take up system	Operate take up system	Operate take up system	Operate take up system	Operate take up system	Operate take up system	Operate take up system	Operate a system for take up by prospective gardeners
150		Within Year 3 Review			Within Year 6 Review			Within Year 9 Review		Review wider issues which may effect take up and land use
151										
152	WORK									
153	Programme off-site	Programme off-site	Programme off-site	Programme off-site	Programme off-site	Programme off-site	Programme off-site	Programme off-site	Programme off-site	Organise a programme of outreach work off-site
154	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Maintain website information
155	Interpretative materials	Materials & publications	Materials & publications	Materials & publications	Materials & publications	Materials & publications	Materials & publications	Materials & publications	Materials & publications	Produce a variety of publications
156	Public activities programme	Public activities programme	Public activities programme	Public activities programme	Public activities programme	Public activities programme	Public activities programme	Public activities programme	Public activities programme	Deliver a range of on-site activites for the public

	A	B	C	D	E	F	G	H	I
157					R5	Develop exit and continuation strategy		Future of work secured	
158									
159	S PROVIDE SUPPORT TO PLOTHOLDERS								
160					S1	Secure resources		Resources secured for Objective	Resources Yr 1-3
161					S2	Organise regular events		Programme of events	Programme of events
162					S3	Set up training courses and workshops		Programme of events	Courses & workshops
163					S4	Provide gardening information		Info pack/sheets; website	Regular information
164					S5	Initiate one-to-one support		Support to individual gardeners	
165					S6	Develop a gardeners network for mutual support		Form of 'LETS'	Small ads' & LETS scheme
166									
167	T RUN AN INNOVATIVE EDUCATION PROJECT BASED ON THE COMMUNITY ORCHARD								
168					T1	Develop and deliver heritage learning experiecnes for local Early Years settings		Delivery of regular sessions	Programme of delivery
169					T2	Develop and deliver heritage learning experiences for local primary school children		Delivery of regular sessions	Programme of delivery
170					T3	Develop and deliver heritage learning experiences for local secondary school children, including vocational provision for 14-19		Delivery of regular sessions	Programme of delivery
171					T4	Develop and deliver out-of-school provision for local children and young people		Delivery of regular sessions	Programme of delivery
172					T5	Develop & deliver accessand heritage learning experiences for the wider community		Monthly activity days	Monthly activity days
173					T6	Develop training and consultancy work to share best practice in outdoor heritage learning		Deliver training programme	Deliver training programme
174					T7	Maintain & develop the Community Orchard site and resources		Site maintained	Site fit for purpose
175					T8	Secure resources from grants and earned income		Resources secured	Resources Yr 1-3

	J	K	L	M	N	O	P	Q	R	S
157		Review	Agree strategy	Secure resources						Develop exit and continuation strategy
158										
159										
160		Resources Yr 3-6			Resources Yr 6-9			Resources Yr 9+		Secure resources
161	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Programme of events	Organise regular events
162	Courses & workshops	Courses & workshops	Courses & workshops	Courses & workshops	Courses & workshops	Courses & workshops	Courses & workshops	Courses & workshops	Ongoing	Set up training courses and workshops
163	Regular information	Regular information	Regular information	Regular information	Regular information	Regular information	Regular information	Regular information	Regular information	Provide gardening information
164			Pilot programme	Pilot programme	Continue if successful	Continue if successful	Continue if successful	Continue if successful	Continue if successful	Initiate one-to-one support
165	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Small ads' & LETS scheme	Develop a gardeners network for mutual support
166										
167										
168	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Develop and deliver heritage learning experiecnes for local Early Years settings
169	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Develop and deliver heritage learning experiences for local primary school children
170	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Develop and deliver heritage learning experiences for local secondary school children, including vocational provision for 14-
171	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Programme of delivery	Develop and deliver out-of-school provision for local children and young people
172	Monthly activity days	Monthly activity days	Monthly activity days	Monthly activity days	Monthly activity days	Monthly activity days	Monthly activity days	Monthly activity days	Monthly activity days	learning experiences for the wider community
173	Deliver training programme	Deliver training programme	Deliver training programme	Deliver training programme	Deliver training programme	Deliver training programme	Deliver training programme	Deliver training programme	Deliver training programme	Develop training and consultancy work to share best practice in outdoor heritage learning
174	Site fit for purpose	Site fit for purpose	Site fit for purpose	Site fit for purpose	Site fit for purpose	Site fit for purpose	Site fit for purpose	Site fit for purpose	Site fit for purpose	Maintain & develop the Community Orchard site and resources
175	Resources Yr 3-4	Resources Yr 4-5	Resources Yr 5-6	Resources Yr 6-7	Resources Yr 7-8	Resources Yr 8-9	Resources Yr 9-10	Resources Yr 10-11	Resources Yr 11-12	Secure resources from grants and earned income

	A	B	C	D	E	F	G	H	I
176									
177	U PROVIDE NON SCHOOLS / ADULT EDUCATIONAL ACTIVITIES								
178	OBJECTIVE INTRODUCED IN SECOND DRAFT M&M PLAN - DETAILS FOLLOWING EDU/TRAINING PLAN								
179									
180	V PARTNERSHIP PROGRAMME								
181					V1	Identify potential partners		Partners contacted and outline agreement	Initial contact
182					V2	Review work areas after completion of Capital Works		Revised work areas	
183					V3	Secure partnership funding where needed		Funding secured	Funding for Yr 1-2
184					V4	Draw up service level agreements		Agreements in place	As required
185					V5	Run a volunteer programme		Programme of volunteer days / events	Volunteer programme
186					V6	Supervise and support partners		Partners supported	As required
187					V7	Exit and continuation strategy		Continuation of Part Prog work	
188					V8	Co-ordinate work with site management & maintenance		Review and update of specified works	Update quarterly
189									
190						THE PARTNERSHIP PROGRAMME WILL ENSURE DELIVERY OF THESE OBJECTIVES:			
191					A	RENOVATE GARDENS			
192					B	RENOVATE HEDGEROWS			
193					C	CONSERVE PLANTS			
194					D	CONSERVE STRUCTURES			
195					G	MAINTAIN WILDLIFE AREAS			
196					H	DISPLAY PLOTS			
197					K	INFRASTRUCTURE INDIVIDUAL PLOTS			
198					L	RECYCLING FACILITIES			
199					U	NON SCHOOLS EDUCATION			
200					W	HORTICULTURAL TRAINING			
201									
202	W INCREASE HORTICULTURAL TRAINING								
203	OBJECTIVE INTRODUCED IN SECOND DRAFT M&M PLAN - DETAILS FOLLOWING EDU/TRAINING PLAN								

