



Greening Fund Application Toolkit 2021



Table of Contents

1. Greening Fund Aims and Achievements 2019-21	1
2. Greening Fund 2021 Objectives and Themes	2
3. How does the Greening Fund work?.....	3
4. Application Process	4
5. Fund Allocation and Judging Criteria	5-6
6. Projects catalogue	7-11
7. Case study	12-13
8. Application form.....	14
Appendix: Greening Fund Policy Context	15

1. Greening Fund Aims and Achievements 2019-21

The Greening Fund was first launched in 2019 by the Mayor of Lewisham with the objective of working with local community groups to enhance the borough's Parks and Open spaces and make 'Lewisham Greener'. The Mayor's Greening Fund recognises the work of Parks Friends groups and their contribution to making Lewisham Parks some of the best in London according to the London Park benchmarking group and the Good Parks for London report.

We are pleased to say that the 2019 Greening Fund received applications from 35 volunteer groups across the borough's Parks, Allotments and Nature Reserves. As a result, Phase 1 of the Mayor's Greening Fund provided the following improvements:

- 144 litter and dog waste bins
- 44 park benches or seats
- 23 disabled user-friendly picnic tables
- 16 biodiversity or sustainability enhancements
- 13 items of outdoor gym equipment
- 2 water-saving schemes – water butts/water storage tanks
- 64 bird or bat nest boxes
- 12 trees
- 14 disabled-friendly raised bed planters
- 3 entrance enhancements
- 10 interpretative signage / noticeboard installations
- 13 children's play area improvements
- 2 compost toilets.
- 3 drinking water fountains

Overall, more than £360,000 was allocated through the fund in its first phase, bringing improvements to 35 sites.

We would like to thank all of our volunteer groups for their commitment and co-operation in helping bring into fruition these great Greening Fund improvements.

2. Greening Fund 2021 Objectives & Themes

For the Lewisham community 2020-21 has been an extremely challenging time, a test of our resilience and an evaluation of the key issues that promote health and well-being in the lives of our residents. Lewisham's Parks and Open Spaces became all the more important at this time, being among the few places under lockdown that residents could exercise, play, relax and engage with nature. The challenging experience of the Covid-19 pandemic, in addition to ever increasing climate change concerns has only invigorated the need to protect these valuable open spaces which not only mitigate air/noise pollution but crucially improve mental/physical health and enhance quality of life.

As we move forward positively our aims for 2021/22 are to continue to create better and healthier spaces that are welcoming, promote safety and inclusivity, encourage active lifestyles and accommodate thriving natural features to increase biodiversity. Those groups who are disadvantaged need our support through the provision of quality open spaces, creating equal access for all, whilst ensuring site specific improvements balance the needs of people and nature.

In recognition of this the themes for the 2021 Greening Fund are as follows:

- **Access** – enabling inclusive and equitable access to our open spaces which are at the heart of local neighbourhoods and community well-being. Enhancing spaces so that they are safe, welcoming and promote physical and social accessibility for Lewisham's diverse population.
- **Young People and Play** – access to good quality open spaces for fresh air, interactive play, physical exercise, education and a safe environment to gather with family and friends, pivotal to the health and well-being of young people.
- **Biodiversity and Sustainability**– all of our green spaces have varying landscape features and serve differing needs according the local area. Where applicable and appropriate a range of landscapes and characteristics is desirable to encourage more and varied wildlife as well as incorporate elements that can help mitigate the effects of climate challenges. Additionally a more biodiverse open space offers educational purposes for young people and opportunities for all to engage with nature.

Interventions to improve the Biodiversity and Sustainability of green space can often be achieved by changing management practices with minimal cost. We encourage applicants to think about, consult and suggest areas in parks where this might be done. Advice and guidance on the suitability of any such suggested projects can be provided by the Parks and Open Spaces team prior to submitting an application.

3. How does the Greening Fund work?

Who can apply?

In order to apply for the Greening Fund eligible applicants must be:

- Resident within the London Borough of Lewisham *and*
- A formally constituted community group (e.g. Park User Group, Allotment Committee, Nature Conservation Group)

Projects on Lewisham Homes land or any Registered Provider of Privately owned land cannot be administered and delivered via the Parks and Open Spaces Department.

- Groups who received funds via the 2019 Greening Fund can submit a new application for a different project or apply again for items not previously granted. Before doing so please seek advice from your Parks and Open Spaces contact.

What projects are eligible?

All projects must relate to improvements in parks, open spaces (Nature Reserves/Allotments) owned by the London Borough of Lewisham.

Projects must demonstrate that suggested enhancements or improvements meet the needs of users of your site and has the support of the local community, established by appropriate consultation

The Greening Fund will **not** be used to support projects that do not deliver on-the-ground improvements, for example:

- Temporary installations
- Costly long-term maintenance
- Consultations, surveys, marketing and promotion
- Land purchase.

4. Application Process

- Applications will be available from Wednesday 23rd June. You can download the application form from the council website:

www.lewisham.gov.uk/greeningfund

Alternatively you can email greeningfund@lewisham.gov.uk and request the form. The submission deadline is 23:59 on Friday 24th September. Applications received after this date will not be considered.

- After the closing date all applications will be assessed by Parks and Open Spaces officers to ensure that they meet the aims and criteria of the Greening Fund and supports key aspects of the Council's Corporate Strategy, Parks and Open Spaces Strategy 2020-2025 and "the Lewisham Way".
- Should clarification or extra information be required on any aspect of the application groups will be contacted by their parks liaison officer before decisions are made on which projects are viable.
- Approved applications will then be assessed by Planners for financial suitability according to Section 106 criteria.
- Following this we aim to provide feedback on applications success within 4-6 weeks.
- Each group will be informed of which items on their application can be funded and which are not eligible. Where items cannot be funded an explanation will be provided. Your parks liaison officer will work with you towards an agreed final specification on each item and answer any concerns/queries you may have before instructions for implementation of projects are issued.
- Depending on the number and scale of approved projects, they will be implemented according to priority, seasonality, and contractor workload. If the fund is oversubscribed and multiple bids compete for a particular S106 pot then projects will be evaluated and prioritised using the Open Space Assessment.
- Bids will be assessed positively if they encourage our culturally vibrant and diverse residents to work in partnership to support and preserve our award winning parks and local environment.
- If the fund is oversubscribed then projects that offer the largest impact for the broadest identified need will be prioritised.

5. Fund Allocation

The majority of the Greening Fund is resourced by Section 106 which is a financial contribution negotiated from developers to make civic improvements that are needed as a result of their development. There is up to £1million available in S106 receipts but these often have to be spent in the immediate vicinity. New development in Lewisham occurs mostly in the central and north west of the borough. This leaves some Lewisham wards with limited access to this funding; additional funds have been identified from other sources to support Phase 2 of the Greening Fund. The total amount available for wards with limited S106 receipts is £235,700

Please note that no single group can apply for more than £40,000. A catalogue of indicatively-costed items under each theme is provided on page 8. To ensure efficiency of delivery and the most effective management of infrastructure maintenance across all sites bespoke infrastructure cannot be accommodated within this fund.

Successful applicants will not receive funds directly; any funds allocated will be centrally administered by the Parks and Open Spaces department who will liaise with approved contractors and suppliers on agreement of the project work to be carried out.

Judging Criteria

All applications will be assessed using the following criteria:

Aims of Project - Groups should state how their project application fulfils one or more of the themes and objectives - **Access, Young People & Play and Biodiversity & Sustainability**, as well as address clear and identifiable needs or issues.

Consultation - Groups are required to ensure that appropriate consultation has been carried out, proportionate to the scale of the project. For example:

- A) if a group applies only for standard existing infrastructure such as bins and benches then agreement within the constituted Friends Group would be sufficient.
- B) if a group applies for several items of play equipment then it would be expected that, as well as agreement amongst the Friends group, further consultation should take place to engage local schools/youth groups/adjoining neighbours and residents.

This is an opportunity to promote community involvement and engage stakeholders to ensure that Greening Fund project aims have consensus and broad agreement and which enables the local community to take ownership of improvements in their local open spaces.

There are several ways to consult. Examples of these are as follows:

- Establishing consensus within your group
- Leafletting
- Canvassing users of Open Space
- Holding an event
- Using social media
- Conducting a survey
- Using noticeboard

If you would like further advice on consultation before submitting your project proposal then please contact us on greeningfund@lewisham.gov.uk

Long Term Maintenance/Sustainability and Volunteer Involvement

Remember to consider who will maintain or look after any installation once a project has been delivered. Infrastructure such as play equipment and bins/benches will be maintained by the principal Park Contractor, Glendale. However, items such as soft landscaping and young tree planting will need to demonstrate capacity for volunteer involvement to carry out the required maintenance (weeding, watering etc.) to ensure the longevity and sustainability of any new additional landscaping.

Green Flag Criteria

Applications will also be judged and scored using the relevant Green Flag judging criteria and will be expected to contribute to as many of the Green Flag themes as possible. These are as follows:

- A welcoming place
- Biodiversity, landscape and heritage
- Healthy, safe and secure
- Community involvement
- Well maintained and clean
- Environmental management
- Marketing and communication

See: <https://www.greenflagaward.org/how-it-works/judging-criteria/>

6. Projects Catalogue

The purpose of the project catalogue is to help groups see examples and associated costings of items that they may wish to apply for. Costs are indicative and include installation by contractors where appropriate.

All of the items in the catalogue are indicative samples which are approved-in principle. Some final products may vary in size and design and may not be suitable for all locations but all items will be agreed with successful applicants prior to purchase.

The following list and accompanying galleries cover many of the projects that can be supported by the Greening Fund. We welcome reasonable alternative suggestions as long as they align with Greening Fund themes and objectives.

6.1 ACCESS

Item	Number or quantity per site if approved	Cost per item Excl. VAT Including delivery, labour and installation where applicable
Cycle Stand	Up to	£5,000
Compost Toilet	1	£5,000
Drinking Water Fountain	1	£10,000
Raised Bed Planter	1	£1,500
Large Interpretative Signage with Display Cabinet (185 x 225cm)	1	£5,000
Medium Interpretative Signage with Display Cabinet (101 x 175cm)	1	£3,500
Small Interpretative Signage with Display Cabinet (45 x 75cm)	1	£2,500
Large Entrance Noticeboard with Display Panel (A0)	1	£1,500
Medium Entrance Noticeboard with Display Panel (A1)	1	£1,000
Small Entrance Noticeboard with Display Panel (A2)	1	£600
Nature Trail Waymaker Signs	Up to	£2,000
Directional Lamp Post Hanging Sign	Up to	£1,500
Picnic Table – Wheelchair Accessible	1	£1,500
Bench/Seat	1	£1,000
Children Picnic Table	1	£1,000
Children Bench/Seat	1	£1,000
Litter Bin – Fox-proof	1	£600
Litter-picking station (for sites with a café or other official on-site presence)	1	£810
Path Repair Works	Up to	£20,000

For images see following pages.



Bench / Seating

Disability Friendly Picnic Benches



Children's Picnic Table



Outdoor Game Seating



Outdoor Shelter



Display Noticeboard

Groups who apply for interpretative signage are responsible for submitting their own content for review. Help notes available upon request.



Interpretative Sign with display cabinet



Directional Finger post signage



Notice Board Display Cabinet



Display Interpretative Sign

6.2 YOUNG PEOPLE AND PLAY

Project item	Number or quantity per site if approved	Cost per item Excl. VAT <i>Including delivery, labour and installation where applicable</i>
Table Tennis Table	1	£6,000
Outdoor Gym	1	£5,000
Outdoor Adult Trim Trail	Up to	£10,000
Outdoor Children Trim Trail	Up to	£10,000
Adult Monkey Bar	1	£5,000
Children Monkey Bar	1	£5,000
Basket Swing	1	£5,000
Roundabout	1	£5,000
Surface Stencil i.e. Hopscotch, snakes and ladders	1	£1,000
Multi-Play Unit	Up to	£30,000
Standard Swing	1	£5,000
Rocker	1	£5,000
Dizzy	1	£5,000
Springer	1	£5,000
Spinner	1	£5,000
You & Me Swing – Disability friendly	1	£5,000
Seesaw	1	£5,000
Outdoor shelter	1	£15,000



6.2 BIODIVERSITY AND SUSTAINABILITY

Encouraging greater Biodiversity and Sustainability is a wide ranging area and the list below provides some ideas and examples of how this can be achieved. Biodiversity and Sustainability improvements can also be made via a change in current management practices and are not necessarily large scale, costly projects. We would therefore recommend engaging with the Parks and Open Spaces team who can offer guidance and discuss your ideas in advance of submitting an application. Any changes will need to be assessed and balanced against other and often competing demands made of our open spaces.

Item	Number or quantity per site if approved	Cost per item Excl. VAT Including delivery, labour and installation where applicable
Native Hedge Planting	Up to	£1,000
Orchard Creation	Up to	£10,000
Bird Box	1	£50
Bat Box	1	£50
Bug Hotel – loggery/hibernacula	1	£50
Tree Planting	1	£1,000
Drought Resistant Planting	Up to	£1,000
Native Woodland Bulb Planting	Up to	£100
Water Butt	Up to	£200
Sentry Box Tool Storage Box	Up to	£1000



Disability-friendly raised bed planters

Water butt



Bird & Bat Boxes

Tool Box Storage Unit

7. Successful 2019-2020 Greening Fund Case study

The following case study shows a successful 2019-20 Greening Fund project and can be used for reference when devising your projects.

Who? Friends of Frensbury Gardens (SE4), LBL and Glendale.

How? Consultation – ‘The Friends of Frensbury Gardens initial consultation was via email to invite user groups to view the greening fund and tool kit and consider a wish list of requirements. This was narrowed down to specific requirements in line with funding criteria. A further discussion took place at a face to face meeting inviting all current volunteers to attend and give their views on suggestions and finalise on an agreed wish list to gauge important issues for this specific funding. It also opened up discussion and highlighted other needs that we could review in future meetings and vote on to explore the potential for other funding streams. A member of the team attended a local street party to gauge public awareness and usage of the garden by local residents and canvassed for interest in needs which were highlighted at the meeting and specific to this funding. Participants were given a further opportunity to comment on the draft of the application for funding. We will have more opportunities to collaborate on identifying funding needs as it was clear that we are growing in terms of what is being offered in the gardens with new investment such as the outdoor classroom and activities offered to the public.’

Issues Identified for Improvement? Limited seating, dilapidated raised beds, insufficient clear signage, soft landscaping improvements needed, additional access to water.

Why? The Friends had identified via feedback and consultation that:

- Passers-by were unaware of the name of the garden and that it was a public open space for all. They wanted to be more visible as a public community garden to attract a greater number visitors.
- The previous seating did not have provision for those with disabilities. The Friends wanted to make the garden accessible for all to use the space and stay a while at particular vantage points in the garden to enjoy nature, eat lunch, read a book, watch their children playing or just relax.
- The raised beds on the site were falling apart and unsafe. Additional raised beds were needed to add more growing space and make the beds more to all, including encouraging intergenerational gardening activities. They would also clearly demarcate the space and provide protection from trampling feet.

Outcome:

'We now have new front signage for our visitors and benches for them to enjoy thanks to the Greening Fund. We have had record numbers of new visitors so signage has helped them and local passers-by whether in vehicles, public transport or on foot to find us. Providing more seating has encouraged people to stay and enjoy the garden and nature particularly important this year due to the additional stresses of Coronavirus. The new raised beds installed have been wonderful additions as they make the garden look cared for. We look forward to completion of the projection with new planting to entrance beds to enhance them, also a new arbour and water butt installation. Thanks again for helping us enhance our community garden.'

Lumen Silveira

Long-term maintenance: The park user group in conjunction with local volunteers, overseen and supported by LBL and Glendale.



9. Application form

You can download the application form from the council website:

www.lewisham.gov.uk/greeningfund

Alternatively you can email greeningfund@lewisham.gov.uk and request the form.

The form is a Microsoft Word document with editable fields. When you have completed all the sections please save the form with your group name and site name in the file name, e.g. friendsofjohnsmithpark.docx and email it to the above email address.

Please refer to this guidance document when completing your application.

The application form caters for the full range of potential projects. It is not expected that smaller projects will be able to satisfy every category and your answers should be as succinct and focussed as possible.



Appendix

Greening Fund Policy Context

The Greening Fund forms part of Lewisham's **Corporate Strategy 2018–2022** which includes the aim to “preserve our award winning parks and better care for our local environment and the planet”.

The Greening Fund will also support the following corporate priorities:

Open Lewisham – a place of safety for all where we celebrate diversity

Delivering and defending health, social care and support – promoting healthy lifestyles across all of Lewisham's Communities

Building safer communities – where communities and individuals are empowered and supported to work in partnership

The Local Democracy Review – enhancing openness and transparency, further develop public involvement in Council decisions and promote effective decision-making.

The Lewisham Way – the Council has fostered and developed a proud tradition of working alongside residents and community, voluntary and faith groups in the borough. We like to call this way of working “the Lewisham Way” and it is part of what makes Lewisham different.

Lewisham's Corporate Strategy -

<https://lewisham.gov.uk/mayorandcouncil/corporate-strategy>

Parks and Open Spaces Strategy (2020 – 2025)

<https://lewisham.gov.uk/inmyarea/openspaces/parks-and-open-spaces-strategy>

Good Parks for London

<https://parksforlondon.org.uk/resource/good-parks-for-london/>

LBL Open Space Assessment –

<https://lewisham.gov.uk/open-space-assessment-2020-main-report>