



**Duchess Wood Local Nature Reserve Committee** 

## **FUNDING, IMPLEMENTATION AND DELIVERY PLAN 2012-16**

for the

## **DUCHESS WOOD LOCAL NATURE RESERVE**

Helensburgh

**Argyll and Bute** 



Full management plan approved by Helensburgh & Lomond Area Committee 9<sup>th</sup> October 2012

#### THE MANAGEMENT PLAN FOR DUCHESS WOOD LNR 2012-2016

#### **Executive Summary**

- i. This is the fourth consecutive Management Plan for Duchess Wood. It serves three main purposes:
  - a. to provide a basis for actions within the five year span;
  - b. to provide longer term policy within which the five-year work is set;
  - c. to provide the basis for seeking funding to support the action.

#### Overall aims of the Management Plan

Duchess Wood will be managed as a semi-natural area, to conserve and enhance its biodiversity and landscape value, to encourage research, and to provide visitors with reasonable access and opportunities for quiet recreation and education.

#### Location

ii. Duchess Wood lies at the western edge of Helensburgh, north of Rhu Road Higher and south of the West Highland railway line. It is bounded on the east by a residential area and on the west by semi-improved wet grassland. At the southern edge there are sports pitches and some housing.

## Designation

iii. Duchess Wood is the only Local Nature Reserve in Argyll and Bute. It lies within the Green Belt and is an Open Space Protection Area. It is a "Woodland of Long Established Plantation Origin" on the Scottish Natural Heritage Ancient Woodland Inventory.

#### Value

iv. Duchess Wood is highly valued by the local community and much used by local people and visitors. The importance of Duchess Wood has been recognised in official reports. The "Greenspace Audit and Action Plan" (2006) identified Duchess Wood as one of just four "most valued sites" in the Helensburgh area, and one of only seven designated for priority action. The "Green Belt Landscape Study" (2010, p76) defined Duchess Wood as of high value and described it as "managed well". The main paths in Duchess Wood have been designated by A&BC as Core Paths.

## Management responsibilities

v. The landowner is Luss Estates Ltd which on 19 November 2010 renewed its Management Agreement with Argyll and Bute Council for the Council to manage the Wood as a Local Nature Reserve for a further ten years. Responsibility has been delegated to the

Duchess Wood Local Nature Reserve Committee (DWLNRC) to oversee the Wood's management on behalf of the Council. The DWLNRC has prepared this plan.

### Partnership

- vi. Partnership with other organisations is integral to the management of the Wood. Lower Clyde Greenspace acts as the Council's agent over some aspects. The voluntary Scottish charity Friends of Duchess Wood assists with day-to-day safeguarding tasks and carries out certain management and educational tasks delegated to it by the DWLNRC; it also seeks funding related to those tasks. Other official and voluntary organisations assist in different ways and they are listed in the body of this Plan. Duchess Wood is much valued in terms of biodiversity and recreational value by local residents and visitors. Partnership working helps foster a sense of service to the community and helps bring the community together.
- vii. In line with the views of Scottish Natural Heritage and Forestry Commission Scotland the Wood will be managed to be multipurpose. The Plan takes into account the primary designation of the Wood as a Local Nature Reserve (and the protection and enhancement of its biodiversity), its function as community woodland with a wide range of users, and the possibility, arising from the management activities, of using timber from the Wood for a variety of purposes. We will do this by working in partnership both with official and with voluntary organisations, and by taking into account the needs of the different users of the Wood.

## Long-term objectives

- viii. The long term objectives are likely to remain unchanged for the foreseeable future, and reflect the aims above:
  - a. to manage the Wood so as to maintain and enhance its semi-natural mostly broad-leaved habitat and conserve and improve its biodiversity;
    - a. to provide and enhance provisions for public access;
    - b. to maintain access ways and other facilities used by visitors;
    - to encourage and publicise research;
    - d. to encourage and promote education and recreation
    - e. to support voluntary involvement.

## Medium term objectives and priorities for action

ix. Within each long-term objective are several medium-term objectives, and medium and short term actions, which we anticipate will be met during the life of this plan, but with the proviso that many of the actions depend on the necessary external funding being found, and this is a major challenge. The delivery of all of these objectives is supported by a number of agreed operational policies which help determine the approach to be taken. In the context of limited availability of funding it is important to be clear about where the

priorities lie; the main elements are summarised below and set out in a comprehensive action table in the MP.

- a. Woodland management:
- continue to restructure the woodland to a more native composition and condition and to assess, protect and enhance its biodiversity;
- establish a strategy and action plan for the boundaries;
   increase the "woodland corridors" around Duchess Wood:
- investigate the use of timber from the Wood which becomes available as the result of action in support of the MP.

## **Action priorities**

- \*secure professional advice on woodland management
- \*remove selected storm-damaged trees
- \*create open glades/fell sycamore near peripheral path
- \*eradicate Japanese knotweed and rhododendron
- \*clear fell small sycamore coups
- \*plant/replant where opportunities arise
- \*boundary management
- \*establish how best to use timber from Wood

#### b. Public access:

- provide clear signage to the Wood and around the main paths;
- create no new paths (with one possible exception) but improve existing constructed paths, particularly at burn crossing points.

## **Action priorities**

- new car park sign from Rhu Road Higher
- additional direction and information signs in Wood
- replace three bridges by large culverts

#### c. Maintenance:

 maintain paths and drainage and other facilities to ensure the Wood remains an attractive, diverse and reasonably safe natural woodland through regular inspection, repair and safeguarding;

## **Action priorities**

- \* resurface the all-abilities path and the car park
- maintain existing paths, drainage, fencing and signs
- \* deal with storm damage where it affects access or safety
- clear litter and report problems to fire, police and other services

### d. Research:

• encourage research into the Wood's plants and wildlife and publish the results.

## **Action priorities**

\* conduct surveys of animals, birds, insects and water life

#### e. Education and recreation:

- enhance the use of the Wood for educational purposes and maintain and enhance its educational values and facilities;
- establish policies for recreation which take account of the different needs of users.

## Action priorities

- \* liaise with schools and tertiary education centres
- \* revise and relaunch information pack for schools
- visitor survey
- \* maintain website and publish information leaflets

## f. Voluntary effort:

support voluntary effort to protect, maintain and enhance the Wood and its facilities.

## Action priorities

- \* support the Friends of Duchess Wood and coordinate voluntary effort
- x. Some of the priorities will need substantial funding, some will need limited funding, whereas others can be undertaken by voluntary action. These priorities indicate a balanced and positive approach which should lead to significant improvements in the biodiversity of the Wood and its value to the local community.

#### **FUNDING, IMPLEMENTATION AND DELIVERY PLAN**

#### Abbreviations used

DW = Duchess Wood

LNR = Local Nature Reserve

DWLNRC = Duchess Wood Local Nature Reserve Committee

A&BC = Argyll and Bute Council

H&LCPG = Helensburgh and Lomond Area Community Planning Group

MP = Management Plan (for Duchess Wood)

LCG = Lower Clyde Greenspace FODW = Friends of Duchess Wood R&AS = Roads and Amenities Services

LE = Luss Estates Company Emp. = Employability Team

Comm. Pay. = Community Payback Team

Gn. Gym = TCV Scotland Green Gym scheme

Lead = Lead person / organisation for any task (responsibility to carry

out)

Asst. = Person / organisation which might assist the lead

#### Background

The Duchess Wood Management Plan outlines 6 major long term objectives, under which sit a considerable number of actions deemed necessary to achieve these objectives. The six major objectives are;

- 1. To manage the Wood so as to maintain and enhance its semi-natural broadleaved habitat, and conserve and improve its biodiversity.
- 2. To provide and enhance provisions for public access.
- 3. To maintain access ways and other facilities used by visitors.
- 4. To encourage and publicise research.
- 5. To encourage and promote education and recreation.
- 6. To support voluntary involvement.

It is important to realise that, beyond those actions identified as falling within a routine maintenance programme, or with health and safety implications, Argyll and Bute Council has very limited funding resource to direct towards the development of the woodland. Therefore, in order to deliver the range of actions underlying these objectives, it will be necessary to proceed in a spirit of partnership, working together to identify, bid for and hopefully achieve external funding that will allow Duchess Wood LNR to continue to be a valuable resource for the community of Helensburgh and the wider area.

Each possible external funder may be interested in delivering more than one identified action, and are more likely to consider funding a range of actions that may fall within their funding criteria. Therefore, it is considered important to place the various actions into "baskets" which will have a commonality in terms of their possible

implementation methods, their interest to funders and the range of external partners that may be involved in their delivery.

#### We need to:

- 1. Acknowledge resource which it is accepted is dedicated to particular actions, whether this resource comes from voluntary sources such as FODW, or from routine A&BC sources for such activities as bin clearing or Japanese Knotweed treatment
- Acknowledge "negotiated" resource which can be accessed without a formal bidding process, such as that from FODW or A&BC funds; from the Employability team, or Community Payback; or from "community spirit" (for example contractor support or from Lomond School. The resource supporting points 1 and 2 is described in Part C below.
- 3. Identify where single or small groups of projects ("parcels") could be separately externally funded
- 4. Identify suitable baskets of projects linked to the main objective structure of the Management Plan
- 5. Identify where "cross-cutting" baskets could be created to form a thematic group of projects.

This report is divided into the following parts:

- A. Purposes
- B. External grants: "baskets" and "parcels"
- C. Routine implementation from existing resources

#### A. Purposes

The central purposes of this paper are to identify

- what needs to be implemented
- by whom it should be implemented
- when it needs to be implemented
- where resources might be obtained

Estimated costs have been included for some elements, but while it is helpful to have in mind estimates from experience, more precise costs will be needed for funding bids.

#### B External grants, baskets and parcels

Four main Projects have therefore been identified, each effectively representing a "basket" of actions that are detailed in the Management Plan. These are;

- 1. Woodland Infrastructure this will include the actions within the woodland management plan that form part of the access network within the woodland, or actions that are likely to require the services of professional contractors, or actions which meet both of these criteria, or actions that form precursors to any of these actions.

  The Woodland Infrastructure Project is likely to be attractive to organisations interested in improving public access to the woodland environment, for example the Forestry Commission. Any funding bid in this respect should come from Argyll and Bute Council, represented by Lower Clyde Greenspace. The same organisations should have primary roles in delivery.
- 2. Healthy Wood, Healthy You this Project captures the range of actions which may be achievable through a community volunteering programme and generally, although not exclusively, will comprise actions which relate to woodland management, for example cutting rhododendron, small sycamore etc, but also perhaps some routine path work such as leaf raking, drainage ditch digging and so on. Some such activities are already carried out by the Friends of Duchess Wood. However, Healthy Wood Healthy You would see an increase in the scale of such activities in terms of the numbers participating, the range of community members participating and the frequency of activity. Healthy Wood Healthy You is likely to appeal to funders who will not have a strict interest in the physical outcomes in terms of woodland management, but who will have an interest in the process by which it is achieved. So, for example, a Duchess Wood Green Gym could be set up which initially involves a high degree of support from The Conservation Volunteers (ICV – previously known as BTCV). However within this initial ICV supported scheme we could build in a training element which would train key local people in leading volunteer work groups, thus enabling us to move away from a supported Green Gym Programme towards a Community Green Gym. Additionally, this makes the approach more sustainable in a longer term, less dependant on external funding, and increases the skills of local people. Such an approach is likely to be on interest to funders such as SNH, and also to NHS funding sources. Any bid to SNH should come from the local community, possibly FODW, and bids to NHS from Argyll and Bute Council, represented by Lower Clyde Greenspace. The Council should maintain an overarching responsibility for delivery, but remitted to FODW and LCG.
- 3. Know your Woodland this is essentially an information gathering and awareness raising Project which is important in terms of providing a snapshot of the current health of the woodland, measuring change across the life of the current management plan, and therefore helping to evolve possible actions for future drafts of the management plan. Much valuable work has already been carried out, notably by the Friends of Duchess Wood, using local knowledge and expertise. Examples of the sort of information involved may be species lists, habitat mapping and visitor surveys. Additionally, raising awareness amongst the community of the value of the woodland, and awareness of the need for responsible access, are potential areas of activity. Due to the valuable networking already carried out by

FODW, including identifying local expertise, it is likely that Know Your Woodland will not be a project requiring high levels of funding. Costs are more likely to be found in the need for storage of data, dissemination of information and organisation of research. As it closely involves local communities with their own environment, it is likely that Know your Woodland will also be of interest to SNH in terms of funding. Given that it is likely to be less costly that Healthy Wood Healthy You, there would perhaps be benefits is lumping the two projects into one funding bid, therefore increasing outcomes without drastically increasing the costs. It is likely that any funding bid in this respect will be led by the local community, possibly FODW. Similarly, they will lead on delivery.

4. Learn in Your Woodland - this focuses strongly on education, using Duchess Wood as a resource for lifelong learning. Outcomes are likely to involve the updating of the education pack, encouraging educational establishments to contribute to the research element of the management plan, encouraging education beyond environmental education, and looking at new methods for delivering education (for example, new technologies). It is likely that any funding bid in this respect would be taken forward by Argyll and Bute Council, represented by the education rep. on the LNR Management Group.

External grants are needed to carry out essential larger tasks which have not been attended to over the course of previous plans. The established process in the past has been for LCG (as agent of A&BC) to obtain major, fundamental grants and for FODW to obtain lesser, supplementary grants. FODW has been successful in obtaining minor grants in the past few years, augmented by membership fees. No major grants have been sought in several years, the last major grant being £11,000 from NHS for a Duchess Wood Green Gym, achieved by Lower Clyde Greenspace in 2009.

The "basket" approach has been advanced by which "baskets" of projects, defined, justified, costed with quotations from contractors, and (as necessary) accompanied by maps or technical drawings, would be prepared as a matter of priority so that <u>either</u> existing major funds can be approached as soon as possible <u>or</u> the DWLNRC can respond quickly when new sources of money get announced. Seeking major external grants would seem to be a high priority.

## C. Routine implementation from existing resources

NOTE: The person / oranisation designated as Lead has the responsibility to ensure that the task is carried out in the given time-scale.

NOTE; This item is subject to further detailed dialogue, in particular with R&AS

Implementation task	Responsibility	Frequency	Relationship to MP objectives in CC's table
Convener and chair DWLNRC	<b>Lead</b> : Convener <b>Asst.</b> : Secretary	At least quarterly. More often if required.	
	<b>Lead</b> : R&AS <b>Asst.</b> : FODW	At least monthly. More often if FODW notify problems. Report implementation to DWLNRC quarterly. Action by R&AS on findings.	3(c)
3. Boundary survey to remove dangerous trees / branches	<i>Lead :</i> R&AS <i>Asst.</i> in survey : FODW	Quarterly ???	1(r)
4. Safeguarding / checking for social problems and report	<b>Lead</b> : FODW	Constant. Report problems to relevant authority immediately (e.g. police, fire, etc.).	
5. Liaison with police, fire and environmental services	<i>Lead:</i> Convener / H&LCPG <i>Asst.:</i> FODW	Annual tour of DW and discussion as established. Special extra contact as needed.	
6. Litter clearance	<i>Lead:</i> FODW <i>Asst.:</i> Other volunteers	Constant near paths. FODW monthly work parties for larger tasks.	3(c)

Implementation task	Responsibility	Frequency	Relationship to MP objectives in CC's table
7. Fly tipping	<b>Lead</b> Environmental Officer <b>Asst.</b> : FODW	As required. A&BC Environ-mental Officer responds to notification from anyone, but FODW to be alert.	
8. Culvert clearing	Lead: LCG Asst.: Emp./FODW	Seasonal.	3(c)
9. Dog fouling	<i>Lead :</i> Evir. Officer <i>Asst. :</i> FODW	Constant.	
10. Bin emptying	R&AS	Constant.	
11. Basic path maintenance	<b>Lead:</b> R&AS <b>Asst.:</b> Emp. / Comm. Pay.	As identified in monthly safety check.	
,	<i>Lead:</i> FODW <i>Asst.:</i> Comm. Pay.	As time / opportunity permit	1(g), 1(h), 1(j)
13. Rhododendron and bracken clearance	Lead: FODW Asst.: Comm. Pay.	As time / opportunity permit	1(I), 1(m), 1(p)
14. Japanese knotweed eradication	R&AS	Jan. / Feb. train team in technique. Spraying April/May and August in both 2013 and 2014	
15. Pony field grass cutting	Lead: ?? Comm. Pay. ?? (to be negotiated) Asst.: FODW	May/June and Aug./Sept.	
16. 1(f), 1(h) and 1(o)	<b>Lead :</b> LCG <b>Asst. :</b> Green Gym, etc.	Before October 2013	1(f), 1(h) and 1(o)

Implementation task	Responsibility	Frequency	Relationship to MP objectives in CC's table
17. Research studies on selected wildlife aspects		As seasons and expertise are appropriate/available.	<b>1</b> (q)
18. Creation and printing FODW popular checklists based on research	FODW	As above.	4(c)
19. Regular DW newsletters	FODW	At least twice a year	
20. Liaison with residents neighbouring DW	????		1(t), 1(u)
21. Liaison with other local voluntary groups	FODW	As appropriate	6(a)
22. CC's educational items	<i>Lead</i> : David Chandler <i>Asst.</i> : FODW		5(a), 5(b) and 5(c)
23. Progress reports to DWLNRC	All those with responsibilities (e.g. R&AS, LCG, FODW, etc.)	For quarterly DWLNRC meetings	

## D. Financial accountability and communication

The success of Duchess Wood depends on partnership and that implies openness and ready communication. It is suggested that any person or organisation that controls funds should report on the use of these funds to the DWLNRC even though formal accounting may be through other routes. Also, A&BC has a code of communication and it is suggested that this code should apply between the DW partners.

		Priority		Lead	Support	Core	Estimated	
Basket	Parcel	H/M/L	Relevant Management Plan Actions	respons'ity	role	maintenan	cost	Notes
1. Woodland								
Infrastructure								
	Thinning of large sycamore and beech	M	1(a) Secure professional support to advise on woodland management.					
			1 (b) Fell standing deadwood near paths and where necessary create additional standing deadwood.					
			1 (c) Protect and retain native trees, unless they become unsafe near to paths.					
			1 (f) identify mature sycamore to be retained					
			1 (h) treat or manage to prevent regrowth					
			1 (i) seek funding and professional support to					
			clear-fell designated coups					
			1(j) re-plant cleared areas with appropriate					
			native trees.					
			1(k) A small number of other semi-mature					
			beech trees will be identified for retention and					
			protection, while the remaining trees will be					
			removed at the same time as other operations					
			are being carried out in the area.					
	Constitution of the design	н	1(a) Secure professional support to advise on					
	Creation of glades		woodland management.					
			1 (b) Fell standing deadwood near paths and					
			where necessary create additional standing deadwood.					
			1 (e) Create open glades around the peripheral					
			path.					
	Removal of standing or part fallen deadwood	Н	1(a) Secure professional support to advise on woodland management.					
	Traileri deadwood							

		4 (1) 5 11 1 2 12 12 12 1		
		1 (b) Fell standing deadwood near paths and		
		where necessary create additional standing		
		deadwood.		
		1 (r) Carry out a thorough boundary survey,		
Woodland edge	L	and fell or lop trees identified as particularly		
transition zone		dangerous.		
		1 (s)Begin to establish a transition zone		
		between Wood and gardens		
		1 (t)Organise a campaign to help improve		
		understanding of how neighbouring residents		
		can help protect and enhance the Wood.		
		1 (u)Explore opportunities in relation to		
		neighbouring land.		
Seek professional		1(a) Secure professional support to advise on		
advice		woodland management.		
Resurface the all		3 (a) Resurface the all-abilities path and the		
abilities path	Н	car park.		
·		2 (c)Investigate possibility of making new all-		
		abilities path from area of Strathclyde Court		
		garages to car park, so that the all-abilities		
		route becomes circular.		
(ii) Resurface the		3 (a) Resurface the all-abilities path and the		
car park	Н	car park.		
(iv) Replace				
bridges with		2 (d)Progressively replace S Bridge, SW Bridge		
culverts, when		and NE Bridge by suitable culverts.		
possible	М	,		

( k	Creation of glades		<ul><li>1 (d) Thin native trees in some areas.</li><li>1 (e) Create open glades around the peripheral path.</li></ul>			
	(iv) Replace bridges with culverts, when possible	М	2 (d)Progressively replace S Bridge, SW Bridge and NE Bridge by suitable culverts.			
			2 (e)Improve grading at Thurgood Bridge, NE Bridge, and S Culvert. 2(a)Provide signage from Rhu Road Higher to			
	(v) Signposting	М	car park.  2 (b)Provide colour-coded posts to indicate main routes round Wood, and incorporate these in maps of Wood.			
	(iv)Woodland edge transition zone	L	1 (t)Organise a campaign to help improve understanding of how neighbouring residents can help protect and enhance the Wood.			
			1 (u)Explore opportunities in relation to neighbouring land.			
	(v) Establish Community Green Gym	ty H	1 (c) Protect and retain native trees, unless they become unsafe near to paths.			
			1 (f) identify mature sycamore to be retained 1 (g) cut back regrowth and saplings near peripheral path			
			1 (h) treat or manage to prevent regrowth  1(j) re-plant cleared areas with appropriate native trees.			

		1(k) A small number of other semi-mature beech trees will be identified for retention and protection, while the remaining trees will be removed at the same time as other operations are being carried out in the area.  1 (I)Remove rhododendron bushes progressively throughout Wood, beginning on west side.
		1 (m) Chemically treat or physically inhibit regrowth.  1 (o)Monitor and take action to control laurel and lamium when opportunities arise.  1 (p)Take action when necessary to control
		bramble and bracken.
3. Know Your Woodland		
		4 (b)Undertake surveys of:
	Community Biological recording/citizen science	the rookery population
		· mammals (particularly bats)
		other animals (reptiles, amphibians, etc)
		· insects and spiders (particularly butterflies and moths).
		· water-living species.
		4 (a)Investigate sources of information on
		surface geology and soils.
		5 (d) Survey visitors to get a better
		understanding of numbers and needs.

Woodland	1 (y)Investigate other uses of wood products,
enterprise	such as charcoal production.
·	1 (w)Establish a means of safely gathering and
	securely storing wood. Investigate partnership
	working with local firewood suppliers or of
	selling firewood directly.
	1 (x)Establish links with local craft workers so
	that hardwoods can be made available for
	turning etc.
Dissemination of	4 (c) Continue to undate and enhance the
woodland	4 (c)Continue to update and enhance the existing checklists.
information	existing checklists.
	5 (e) Maintain the FODW website and publish
	information leaflets.
	5 (f) Establish and promulgate guidance on
	cycling and horseriding.
	3 (c) Regular inspections and safeguarding will
	continue, supported by regular and ad-hoc
	FODW work parties. Litter clearance and
Community	reporting problems to emergency services and
Safeguarding	others.
Community	
action arising	1 (v)Look for opportunities to lobby for the
from citizen	establishment of additional woodland.
science	
	1 (q)Specific action will be considered in
	relation to plants; mammals, particularly bats;
	insects; and birds.
	Promote the Wood as a valuable community
	recreational resource.

			5 (g) Examine the possibility of developing the Pony Field area further as a central location for information and recreation information.  6 (d) Local groups will, where necessary, coordinate their activities and priorities.  6 (e) Groups will be alerted to opportunities for training and development.  6 (a) Support the work of FODW and other local voluntary groups.  6 (b) Direct support for insurance costs will continue to be covered by A&BC.  6 (c) FODW will be represented on the DWLNRC.			
Learn in your woodland	(i) Revise and relaunch Education Pack	н	5 (a) Improve the educational value of the Wood for teachers, pupils, students and adults of all ages.			
			5 (b) Encourage greater involvement by local schools and colleges in supporting research, and protecting and enhancing the Wood.			
			5 (c) Revise and relaunch the Education Pack aimed at primary schools.			
	(ii) Publish Research reports					

## C. Routine implementation from existing resources

NOTE: The person / oranisation designated as Lead has the responsibility to ensure that the task is carried out in the given time-scale.

NOTE; This item is subject to further detailed dialogue, in particular with R&AS

Implementation task	Responsibility	Frequency	Relationship to MP objectives in CC's table
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	<b>Lead</b> : R&AS <b>Asst.</b> : FODW	At least monthly. More often if FODW notify problems. Report implementation to DWLNRC quarterly. Action by R&AS on findings.	3(c)
3. Boundary survey to remove dangerous trees / branches	<i>Lead :</i> R&AS <i>Asst.</i> in survey : FODW	Quarterly ???	1(r)
4. Safeguarding / checking for social problems and report	<b>Lead</b> : FODW	Constant. Report problems to relevant authority immediately (e.g. police, fire, etc.).	
5. Liaison with police, fire and environmental services	<i>Lead:</i> Convener / H&LCPG <i>Asst.:</i> FODW	Annual tour of DW and discussion as established. Special extra contact as needed.	
6. Litter clearance	<i>Lead:</i> FODW <i>Asst.:</i> Other volunteers	Constant near paths. FODW monthly work parties for larger tasks.	3(c)

Implementation task	Responsibility	Frequency	Relationship to MP objectives in CC's table
7. Fly tipping	<b>Lead</b> Environmental Officer <b>Asst.</b> : FODW	As required. A&BC Environ-mental Officer responds to notification from anyone, but FODW to be alert.	
8. Culvert clearing	Lead: LCG Asst.: Emp./FODW	Seasonal.	3(c)
9. Dog fouling	<i>Lead :</i> Evir. Officer <i>Asst. :</i> FODW	Constant.	
10. Bin emptying	R&AS	Constant.	
11. Basic path maintenance	Lead: R&AS Asst.: Emp. / Comm. Pay.	As identified in monthly safety check.	
,	Lead: FODW Asst.: Comm. Pay.	As time / opportunity permit	1(g), 1(h), 1(j)
13. Rhododendron and bracken clearance	Lead: FODW Asst.: Comm. Pay.	As time / opportunity permit	1(I), 1(m), 1(p)
14. Japanese knotweed eradication	R&AS	Jan. / Feb. train team in technique. Spraying April/May and August in both 2013 and 2014	
15. Pony field grass cutting	Lead: ?? Comm. Pay. ?? (to be negotiated) Asst.: FODW		
16. 1(f), 1(h) and 1(o)	<b>Lead :</b> LCG <b>Asst. :</b> Green Gym, etc.	Before October 2013	1(f), 1(h) and 1(o)

Implementation task	Responsibility	Frequency	Relationship to MP objectives in CC's table
17. Research studies on selected wildlife aspects		As seasons and expertise are appropriate/available.	<b>1</b> (q)
18. Creation and printing FODW popular checklists based on research	FODW	As above.	4(c)
19. Regular DW newsletters	FODW	At least twice a year	
20. Liaison with residents neighbouring DW	????		1(t), 1(u)
21. Liaison with other local voluntary groups	FODW	As appropriate	6(a)
22. CC's educational items	<i>Lead</i> : David Chandler <i>Asst.</i> : FODW		5(a), 5(b) and 5(c)
23. Progress reports to DWLNRC	All those with responsibilities (e.g. R&AS, LCG, FODW, etc.)	For quarterly DWLNRC meetings	

## D. Financial accountability and communication

The success of Duchess Wood depends on partnership and that implies openness and ready communication. It is suggested that any person or organisation that controls funds should report on the use of these funds to the DWLNRC even though formal accounting may be through other routes. Also, A&BC has a code of communication and it is suggested that this code should apply between the DW partners.

# Appendix

List of actions extracted from Management Plan

Long-term objective	Action (priorities in bold)
1. To manage the Wood so as to maintain and enhance its seminatural broadleaved habitat, and conserve and improve its biodiversity.	1(a) Secure professional support to advise on woodland management.
	1 (b) Fell standing deadwood near paths and where necessary create additional standing deadwood.
	1 (c) Protect and retain native trees, unless they become unsafe near to paths.
	1 (d) Thin native trees in some areas.
	1 (e) Create open glades around the peripheral path.
	<ul> <li>1 (f) identify mature sycamore to be retained</li> <li>1 (g) cut back regrowth and saplings near peripheral path</li> <li>1 (h) treat or manage to prevent regrowth</li> <li>1 (i) seek funding and professional support to clear-fell designated coups</li> <li>1 (j) re-plant cleared areas with appropriate native trees.</li> </ul>
	1(k) A small number of other semi-mature beech trees will be identified for retention and protection, while the remaining trees will be removed at the same time as other operations are being carried out in the area.
	<ul><li>1 (I)Remove rhododendron bushes progressively throughout Wood, beginning on west side.</li><li>1 (m) Chemically treat or physically inhibit regrowth.</li></ul>
	1 (n)Remove and chemically treat Japanese knotweed.
	1 (o)Monitor and take action to control laurel and lamium when opportunities arise.
	1 (p)Take action when necessary to control bramble and bracken.
	1 (q)Specific action will be considered in relation to plants; mammals, particularly bats; insects; and birds.
	1 (r) Carry out a thorough boundary survey, and fell or lop trees identified as particularly dangerous.
	1 (s)Begin to establish a transition zone between Wood and gardens
	1 (t)Organise a campaign to help improve understanding of how neighbouring residents can help protect and enhance the Wood.
	1 (u)Explore opportunities in relation to neighbouring land.
	1 (v)Look for opportunities to lobby for the establishment of additional woodland.
	1 (w)Establish a means of safely gathering and securely storing wood. Investigate partnership working with local firewood suppliers or of selling firewood directly.
	1 (x)Establish links with local craft workers so that hardwoods can be made available for turning etc.
	1 (y)Investigate other uses of wood products, such as charcoal production.

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Long-term objective	Action (priorities in bold)
2. To provide and enhance provisions for public access.	2(a)Provide signage from Rhu Road Higher to car park.
	2 (b)Provide colour-coded posts to indicate main routes round Wood, and incorporate these in maps of Wood.
	2 (c)Investigate possibility of making new all-abilities path from area of Strathclyde Court garages to car park, so that the all-abilities route becomes circular.  Encourage use of the main peripheral paths (by improved signing and information – see other objectives).
	2 (d)Progressively replace S Bridge, SW Bridge and NE Bridge by suitable culverts. 2 (e)Improve grading at Thurgood Bridge, NE Bridge, and S Culvert.
3. To maintain access ways and other facilities used by visitors.	3 (a) Resurface the all-abilities path and the car park.
	3 (b) The three remaining wooden bridges on the peripheral path (NE, SE and SW) will be maintained until they can be replaced. Drainage channels and culverts will be maintained. Benches and tables will be maintained.
	3 (c) Regular inspections and safeguarding will continue, supported by regular and ad-hoc FODW work parties. Litter clearance and reporting problems to emergency services and others.
4. To encourage and publicise research.	4 (a)Investigate sources of information on surface geology and soils.
	4 (b)Undertake surveys of:  • the rookery population  • mammals (particularly bats)  • other animals (reptiles, amphibians, etc)  • insects and spiders (particularly butterflies and moths).  • water-living species.
	4 (c)Continue to update and enhance the existing checklists.
5. To encourage and promote education and recreation.	<ul> <li>5 (a) Improve the educational value of the Wood for teachers, pupils, students and adults of all ages.</li> <li>5 (b) Encourage greater involvement by local schools and colleges in supporting research, and protecting and enhancing the Wood.</li> </ul>
	5 (c) Revise and relaunch the Education Pack aimed at primary schools.
	5 (d) Survey visitors to get a better understanding of numbers and needs.
	<b>5 (e)</b> Maintain the FODW website and publish information leaflets. Promote the Wood as a valuable community recreational resource.
	5 (f) Establish and promulgate guidance on cycling and horseriding.
	5 (g) Examine the possibility of developing the Pony Field area further as a central location for information and recreation information.

Long-term objective	Action (priorities in bold)
6. To support voluntary involvement.	6 (a) Support the work of FODW and other local voluntary groups.
	6 (b) Direct support for insurance costs will continue to be covered by A&BC.
	6 (c) FODW will be represented on the DWLNRC.
	6 (d) Local groups will, where necessary, coordinate their activities and priorities.
	6 (e) Groups will be alerted to opportunities for training and development.