

Reference: (for office use)



Winchester
City Council

Housing Services

Estate Improvement Proposal Form

Location (estate, village etc) Firmstone Road
Winnall Estate
Winchester
SO23 0PB

Specific Location (street, grassed area etc – please supply as much detail as possible)

The grassed area of square shaped plot that is located between the garages behind the blocks of flats (81-91 and 93-103 of Firmstone Road).



Please attach plan or map with your completed proposal form if appropriate

Details of Proposal (Please be as specific as possible, continue on a separate sheet if necessary)

The proposal is to create a local green space with the name of 'Community Green Space at Winnall' that will include:

- Community Garden that will be open for WCC tenants and others within a community for growing food (see 'the garden engineering scheme with labels as of 15 October 2023', p. 6);
- Accessible routes that will be placed on the site for wheelchair users, so people with disabilities and long-term health problems can be involved in growing food (see 'the site engineering scheme with labels as of 15 October 2023', p. 5);
- Social space with benches to allow the locals to have a rest after gardening (see 'the site engineering scheme with labels as of 15 October 2023', p. 5).

Along with being a productive garden and accessible for all in the community, this place will be a unique space for socialising and fun.

The design for this project called the 'Firmstone Project' is created by people with disabilities and long-term health problems (see 'the graphic design of the site 4 views as of 9 October 2023', p. 6).

To be continued on page 3...

Why is this improvement needed? This local green space is of great value for the community:

1. The small scale community garden will allow growing healthy, sustainable locally-grown food that will be distributed among those in need within a community, and also provide a home for wildlife of bees and insects in the bug hotel (enhanced biodiversity).
2. The accessible routes for wheelchair users will allow WCC tenants with disabilities and long-term health problems making a feasible contribution into growing food and will enhance their social inclusion as getting outdoors into green spaces is good for general well-being and mental health (promotes feelings of safety and belongings to).
3. The social space with benches will allow WCC tenants living in the blocks of flats and other Winnall residents socialising on the site that in return will improve their integration within a community and will promote a pro-social behaviour and will increase the tenant's involvement into improving the estate.

PRIORITY? High ☐ Medium ☒ Low ☐

Who owns the land?

Winchester City Council

Who will benefit? (WCC tenants? Other members of the Community?)

WCC tenants with disabilities and long-term health problems living in Winnall;
WCC tenants living in the blocks of flats (69-163 of Firmstone Road);
Other Winnall residents.

Will anyone be adversely affected?

No, as long as all activities on the site are performed within permitted social hours.

Are there any other resources available for this project?

(E.g. Community payback, maintenance/repairs budget, ASB/nuisance, general AHM budget, HCC etc) Yes.

The general estate management budget for improving the general year-on-year maintenance of the site by WCC contractors.

The maintenance and/or repairs budget of Estate Services for renovating a surface of the main footpath between blocks of flats and for rearranging the fences and gate at eastern and western sides of the site as these are in a bad state.

Does this project have the scope for any match funding from other sources? (Maintenance/HCC/community or charity projects working in the area etc?)

Yes, HCC grants and funds, such as 'Adults' Health and Care', 'Social Inclusion Partnership', 'County Councillor and Community grants'. Charitable organisations, such as Unit 12 CIC, Munch CIC and Incredible Edible Winchester.

WCC grants, such as 'District Small Grant Scheme' and 'Town Forum Small Grant Scheme'.

South Western Railway's successful Customer and Community Improvement Fund (CCIF).

Has any consultation with residents already been undertaken?

No, there are no public record of any consultation with residents that already been undertaken.

Anticipated cost? (please attach any quotes with the proposal form)

£32,000 over three years (see 'the items and services procurement for Firmstone Project', p. 7 and 'the garden shed with equipment list', p. 7).

Who came up with the idea for this proposal?

The volunteers of 'Community Green Space at Winnall' group have been working on this idea since July 2023.

Name of person/s making proposal: Mr Jerry Adamson and volunteers of 'Community Green Space at Winnall' group.

Council Officer/Cllr/Tenant/Leaseholder/Other (please specify) _____
(please circle one of the above)

Contact

Telephone

Email

Date proposal submitted: 08 December 2023

Any other relevant information:

The letter in support of Firmstone Project Proposal of 08 December 2023.
The said letter is a part of this proposal form and is submitted along with it.

Please return this form to Natalie Cain, Housing Officer (Estate Improvements)

Housing Services
City Offices
Colebrook Street
Winchester
SO23 9LJ

Email: ncain@winchester.gov.uk

Direct Line: 01962 848 545



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Please attach plan or map with your completed proposal form if appropriate

Details of Proposal (Please be as specific as possible, continue on a separate sheet if necessary)

Continued from page 1.

The management of the 'Community Green Space at Winnall' must be carried out as partnerships between community group and Winchester City Council, the Estate Services and the Estate Improvements Office of Housing Services.

This partnership will allow community group to utilise local authority services for better management of the site.

This proposal is including the submission of an expression of interest for triggering a procurement exercise for the delivery of the 'Firmstone Project', including purchasing items and services for the tasks M1 – M11 (see 'the items and services procurement for Firmstone Project', p. 7) listed below.

The project will be delivered in phases:

- 2024 - placing garden shed and water harvesting system, and setting up a ground level garden;
- 2024 and 2025 - placing accessible routes for wheelchair users and the bug (insect) hotel;
- 2025 and 2026 - placing benches and raised garden beds, and planting fruit trees.

Turning this space into a work of art will require major reconstructions:

M1 - installing garden shed (see 'the garden shed with equipment list', p. 7) - when fund will be available (2024);

M2 - installing a water harvesting system by attaching the gutters under the roofs at rear side of garages number 45, 33, 19 and 18 (see 'the water harvesting system engineering scheme', p. 8) - when fund will be available (2024);

M3 - renovating a surface of the main footpath between blocks of flats - when fund will be available (2024-2025);

M4 - rearranging the fence and gate at eastern side in order to install accessible entrance for wheelchair/mobility scooter users (see 'the site engineering scheme with labels as of 15 October 2023', p. 5 and 'the scheme for M5 and M4 tasks', p. 9) - when fund will be available (2024-2025);

M5 - rearranging the fence at western side in order to install accessible entrance for wheelchair users (see 'the site engineering scheme with labels as of 15 October 2023', p. 5 and 'the scheme for M5 and M4 tasks', p. 9) - when fund will be available (2024-2025);

M6 - installing the bug (insects) hotel (see 'the bug (insects) hotel design and location', p. 10) - when fund will be available (2024-2025);

M7 - heavy landscaping works, including ground level changes by moving soil from one part of the plot to others (see 'the garden engineering scheme with labels as of 15 October 2023', p. 6 and 'the site engineering scheme with labels as of 15 October 2023', p. 5) - when fund will be available (2024-2026);

M8 - placing accessible routes for wheelchair users (see 'the accessible routes engineering scheme as of 15 October 2023', p. 11) - when fund will be available (2025-2026);

M9 - placing raised garden beds (see 'the garden engineering scheme with labels as of 15 October 2023', p. 6) - when fund will be available (2026);

M10 - placing benches 1, 2 and 3 (see 'the site engineering scheme with labels as of 15 October 2023', p. 5 and 'the bench 1 (curved) scheme as of 15 October 2023', p. 12) - when fund will be available (2026).

M11 - This proposal will require the Estate Services to accept the schedule for general year-on-year maintenance of the site by WCC contractors (see 'the schedule for WCC contractors for 2024 and onwards', p. 15).

Also, the basic maintenance of the site by the volunteers will be aiming to prepare the site for faster completion of the particular tasks by the WCC contractors (see 'the combined schedule for a community group and WCC contractors', p.p. 13-14).



Housing Services

Estate Improvement Proposal Form

Location (*estate, village etc*) Firmstone Road
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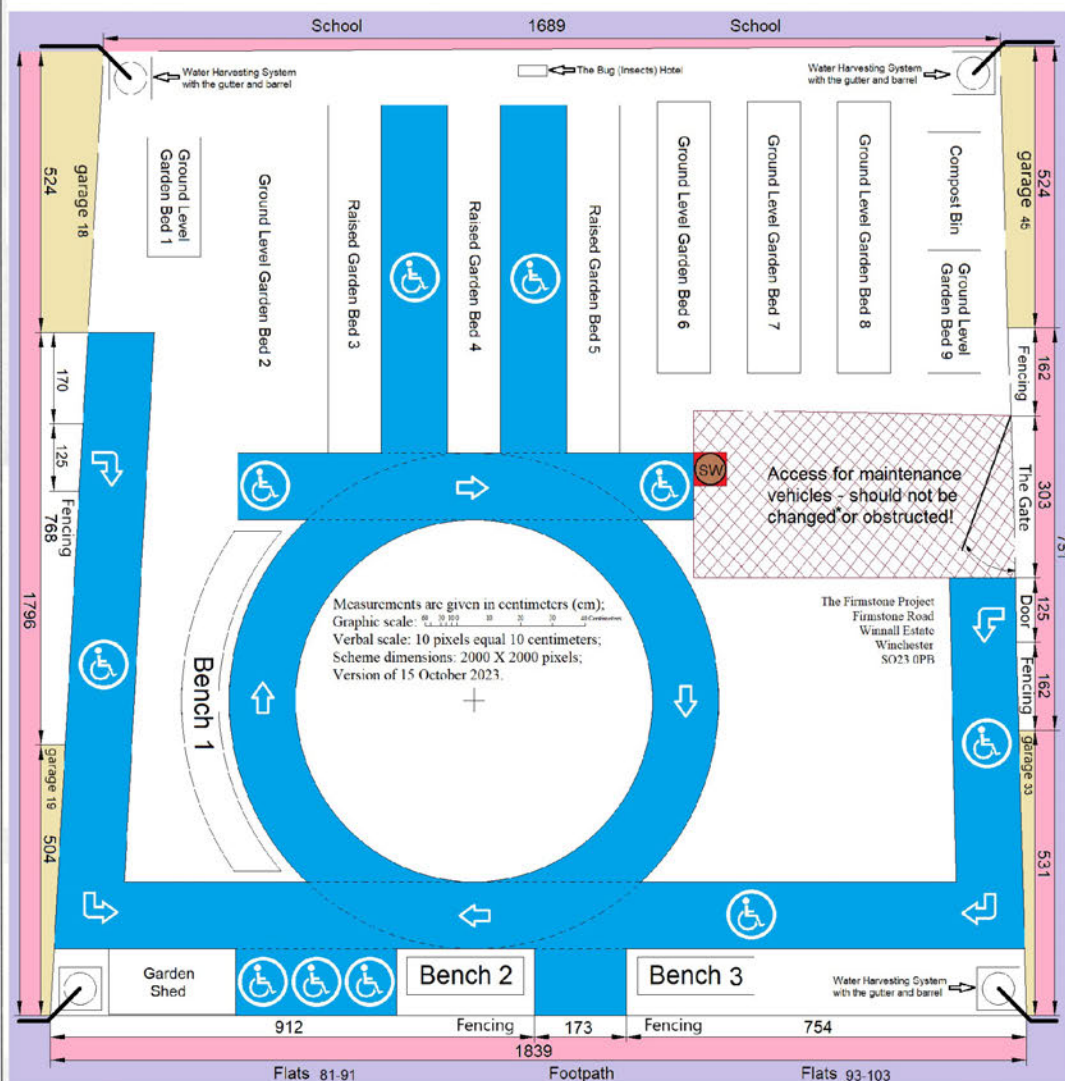
Specific Location (street, grassed area etc – please supply as much detail as possible)

The grassed area of square shaped plot that is located between the garages behind the blocks of flats (81-91 and 93-103 of Firmstone Road).

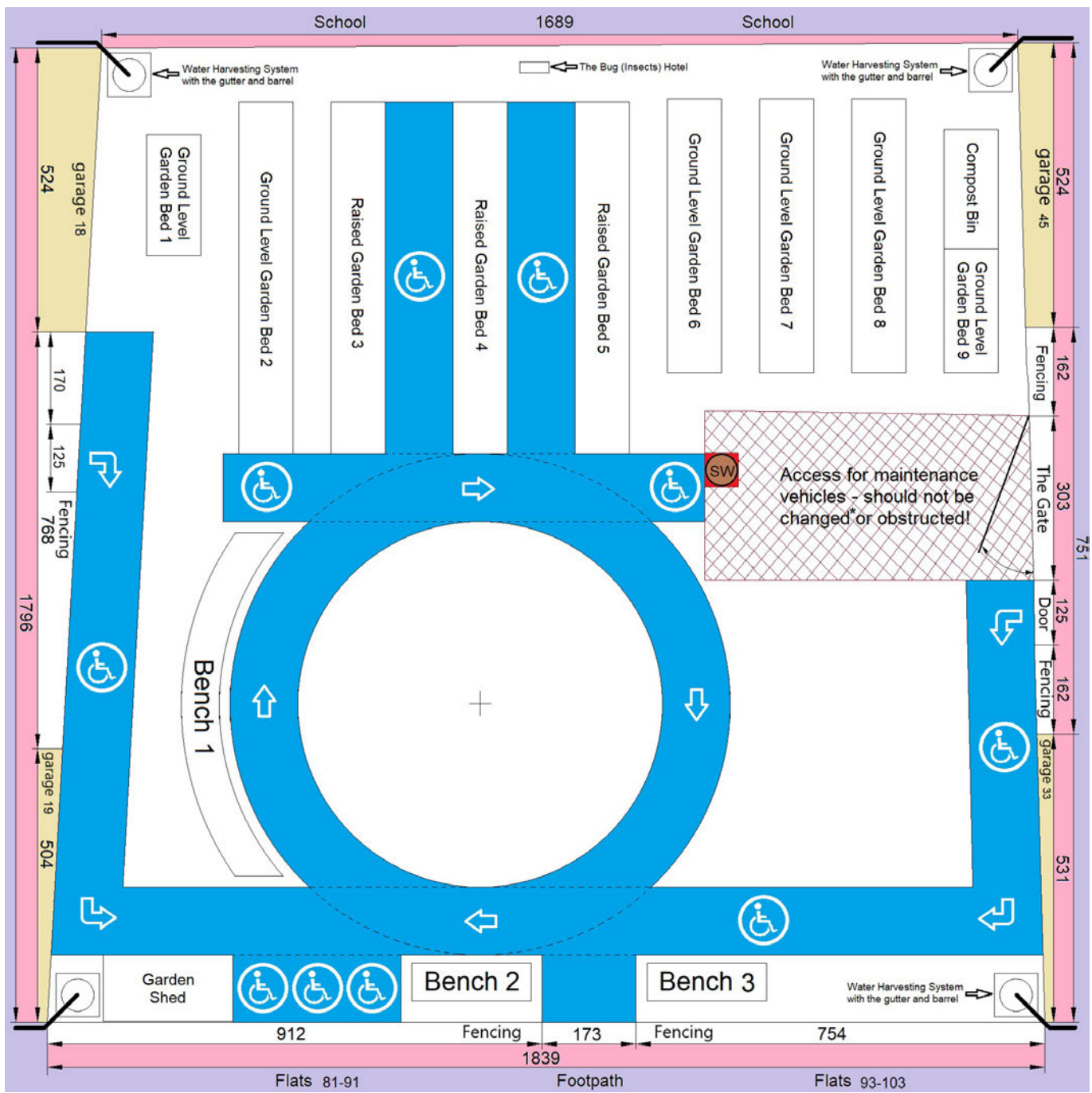


Please attach plan or map with your completed proposal form if appropriate

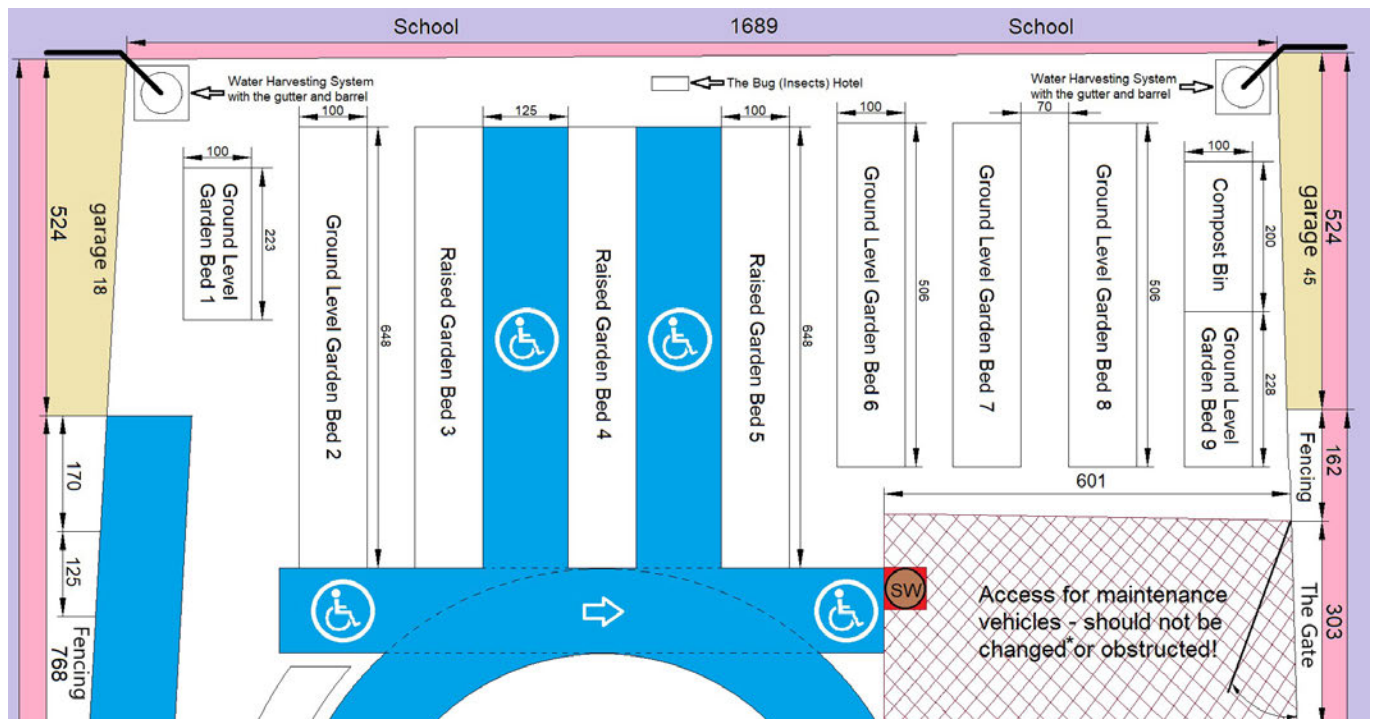
The site engineering scheme with labels as of 15 October 2023.



The site engineering scheme with labels as of 15 October 2023.



The garden engineering scheme with labels as of 15 October 2023.



The graphic design of the site 4 views as of 9 October 2023.



The items and services procurement for Firmstone Project.

The management of the 'Community Green Space at Winnall' must be carried out as partnerships between community group and Winchester City Council, the Estate Services and the Estate Improvements Office of Housing Services.

This partnership will allow community group to utilise local authority services for better management of the site.

This proposal is including the submission of an expression of interest for triggering a procurement exercise for the delivery of the 'Firmstone Project', including purchasing items and services for the tasks M1 – M11 and for the garden shed with equipment.

No	Item or service	Size	Pieces	Price (£)
1	Annual public liability insurance for the plot		3	100
2	Installation of Garden Shed			100
3	Water harvesting system (materials)		4	150
4	Installation of Water harvesting system		4	100
5	Rearranging the fence and gate at eastern side			3,500
6	Rearranging the fence at western side			2,000
7	The bug hotel (materials and making)			800
8	Installation of the bug hotel			200
9	Installation of accessible routes for wheelchair users			18,000
10	Installation of raised garden beds	6.48X1.0m	3	200
11	Bench 1 (curved) with Backrest	6.73X0.7m	1	2,000
12	Installation of Bench 1			500
13	Benches 2 and 3 with Backrest	2.2X0.7m	2	500
14	Installation of Benches 2 and 3			400
			Total	30,400

The garden shed with equipment list.

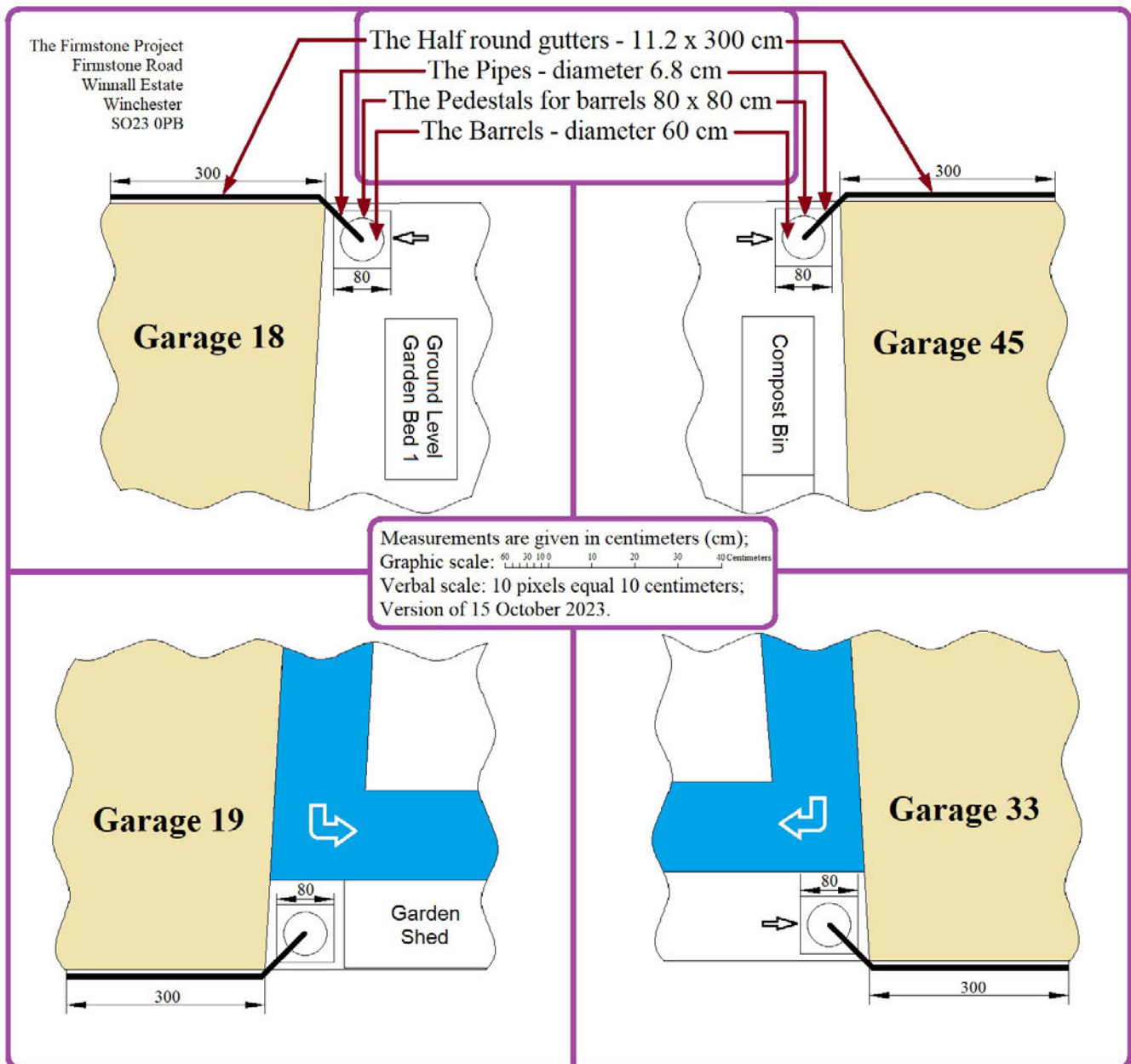
All the items and services from the list below are also part of a procurement exercise for the delivery of the 'Firmstone Project' unless the garden shed and some other equipment will be bought via other funds. Therefore, it is vital to keep each other regularly informed about any scheduled purchases in order to exclude double buying of the same items or services.

Note, that some of the equipment from this list might be already in possession of WCC and can be donated or lent to a community group for usage.

No	Item or service	Size	Pieces	Price range (£)
1	Garden Shed (plastic, lockable)	4X8 ft or 4X6 ft	1	200-450
2	Annual insurance for garden shed		3	60-100
3	Grass Trimmer (electric, cordless)		1	70 -150
4	Grass Trimmer Line	50m	1	6-15
5	Charger for battery		1	38-50
6	Battery for trimmer		2	86-120
7	Pop-Up Gazebo	4X4m or 3X6m	1	150-380
8	Rakes		1	30-50
9	Forks		1	22-35
10	Spades		2	22-35
11	Branch Cutter		1	50-80
			Total	962-1,820

The water harvesting system engineering scheme.

M2 - installing a water harvesting system by attaching the gutters under the roofs at rear side of garages number 45, 33, 19 and 18 - when fund will be available (2024).



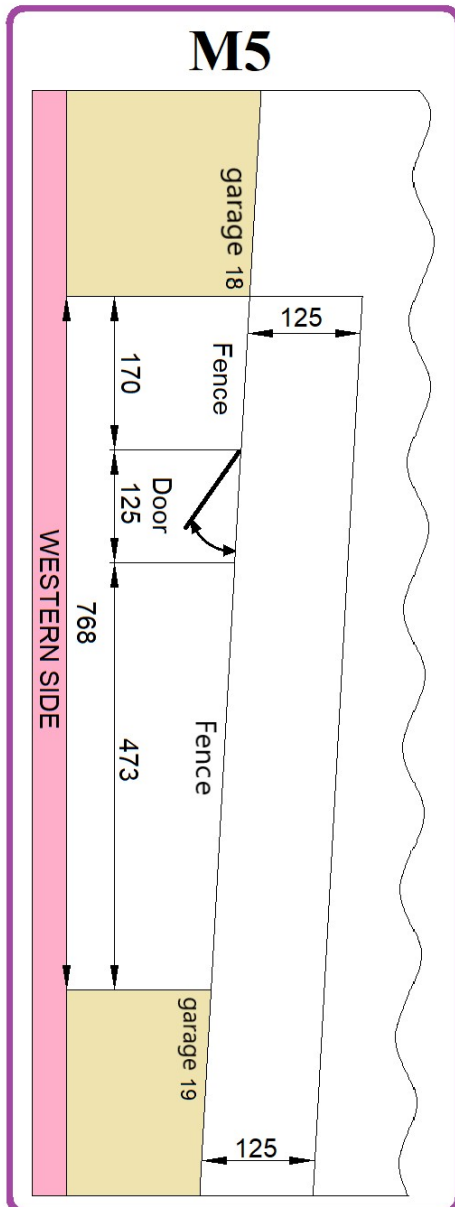
The scheme for M5 and M4 tasks.

M4 - rearranging the fence and gate at eastern side in order to install accessible entrance for wheelchair/mobility scooter users (see 'the site engineering scheme with labels as of 15 October 2023', p. 5) - when fund will be available (2024-2025);

M5 - rearranging the fence at western side in order to install accessible entrance for wheelchair users (see 'the site engineering scheme with labels as of 15 October 2023', p. 5) - when fund will be available (2024-2025).

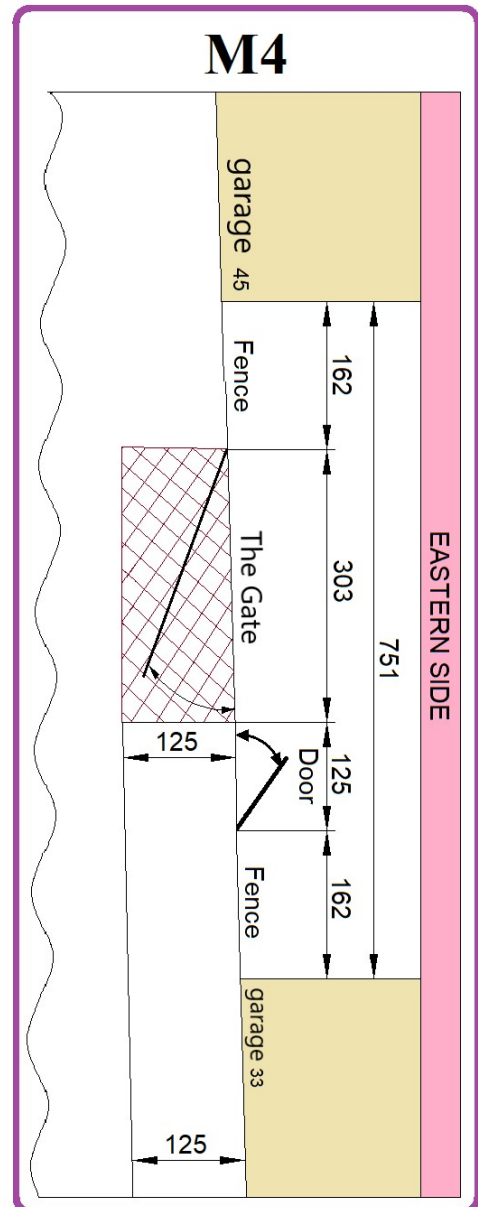
On 'the graphic design of the site 4 views' (see page 6) the fence is presented for demonstration only, but the required fence must be made of new chain link fencing.

However, the gate and two new doors on both sides should be made of metal/steel with a capability of being lockable.

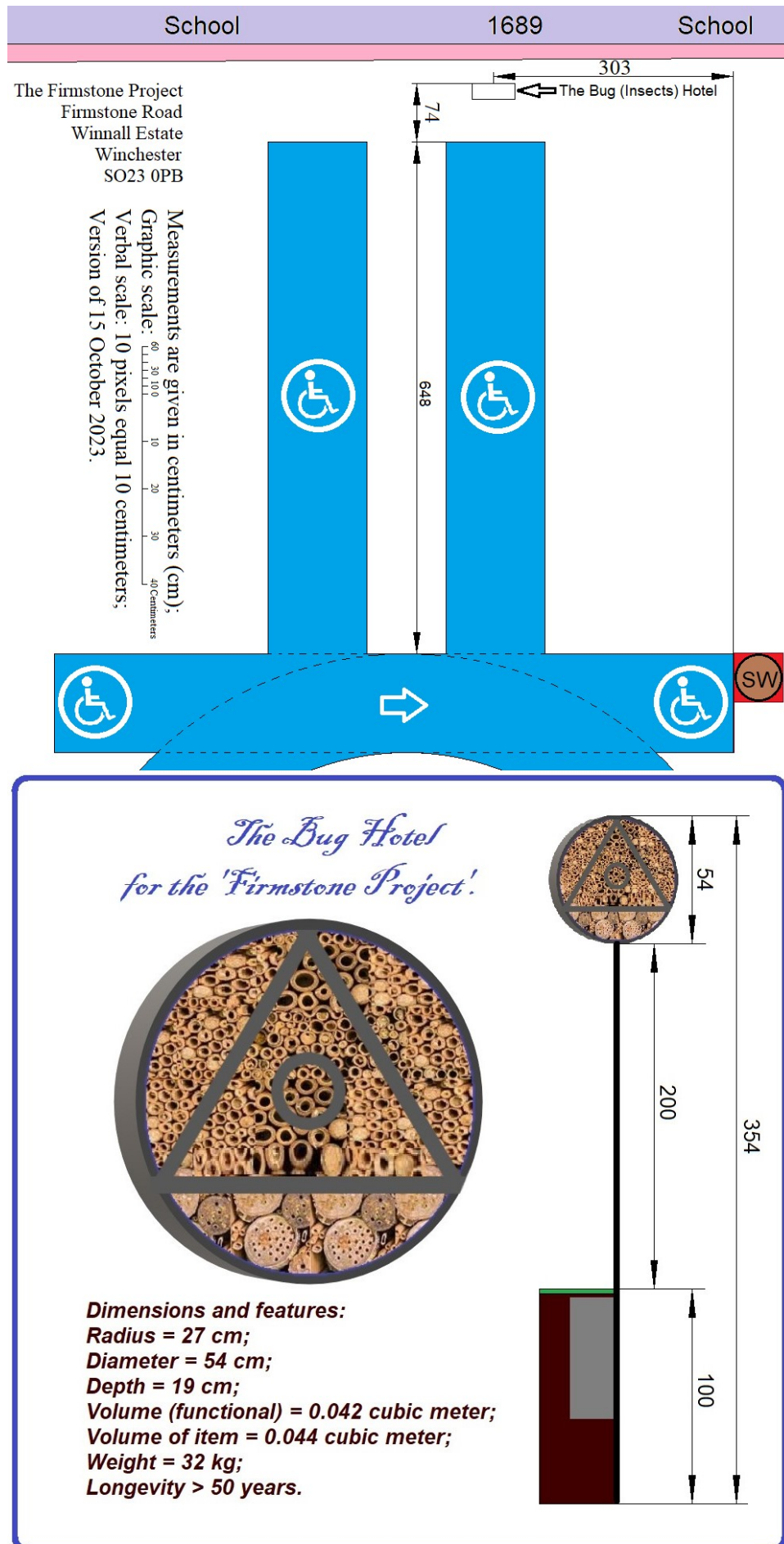


The Firmstone Project
Firmstone Road
Winnall Estate
Winchester
SO23 0PB

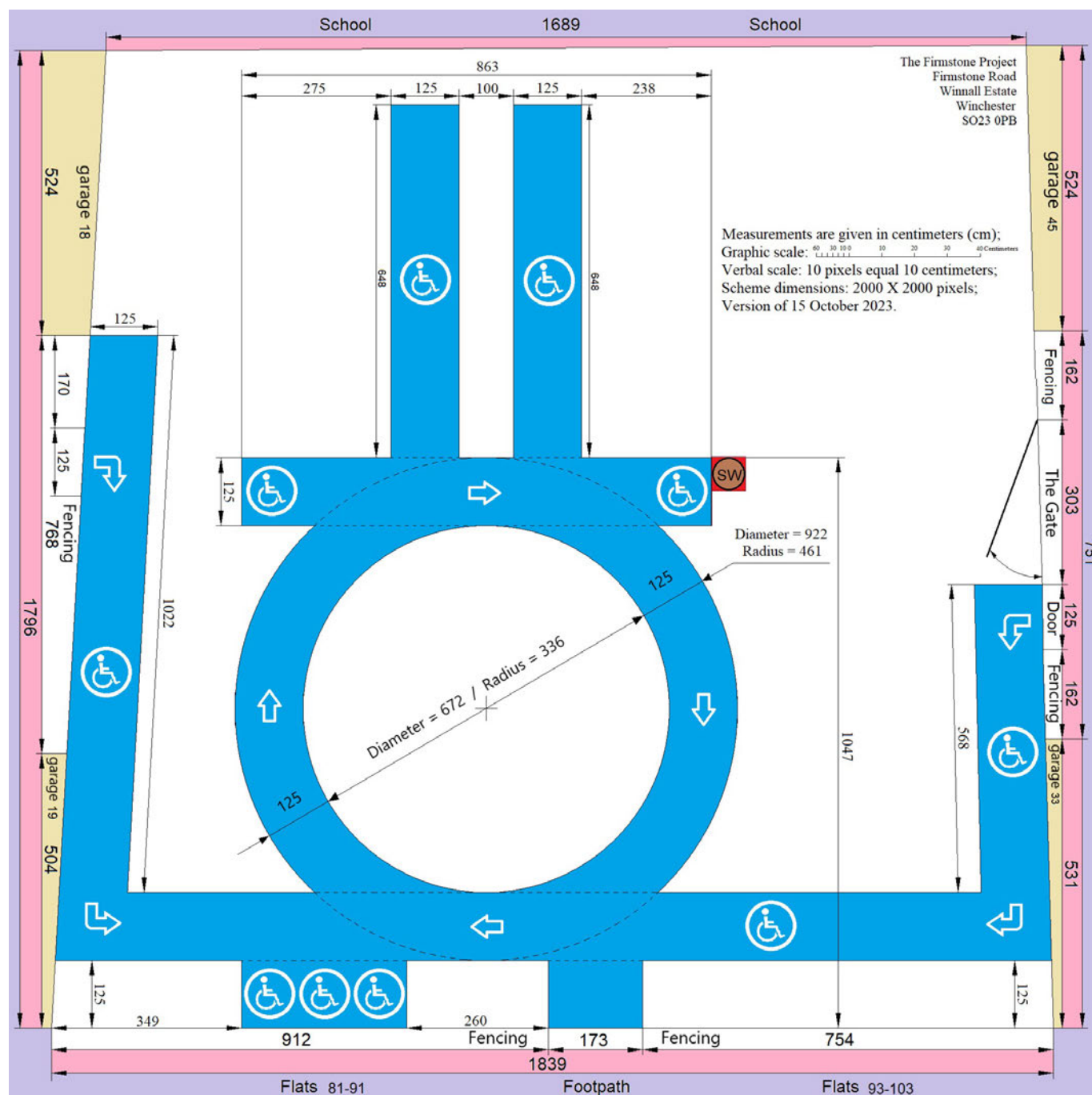
Measurements are given in centimeters (cm).
Graphic scale: 60 30 10 0
Verbal scale: 10 pixels equal 10 centimeters;
Version of 15 October 2023.



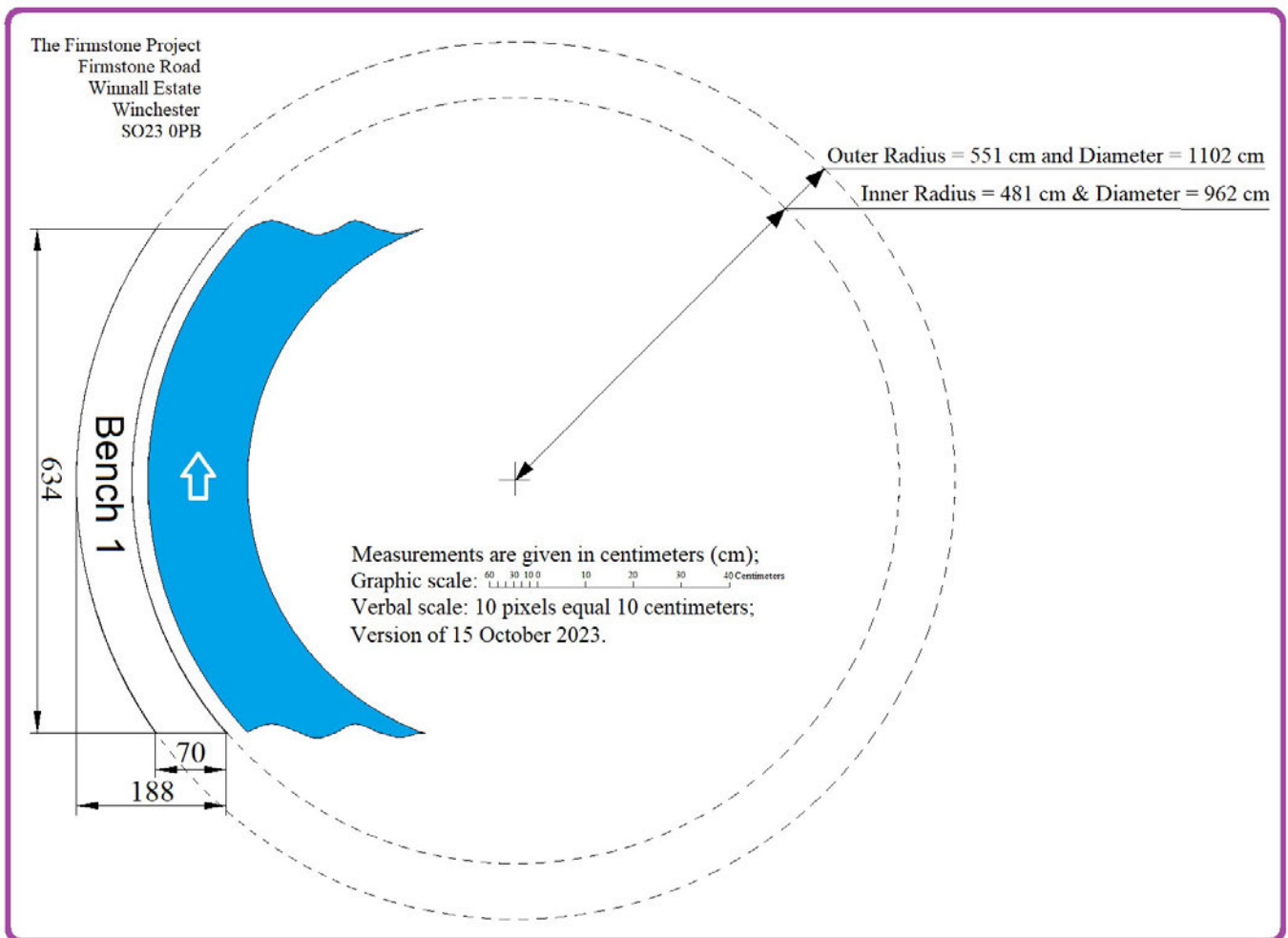
The bug (insects) hotel design and location.



The accessible routes engineering scheme as of 15 October 2023.



The bench 1 (curved) scheme as of 15 October 2023.



The combined schedule for a community group and WCC contractors 2023 and 2024

date	week	who	what	tasks
16 December 2023	50	volunteers	Formal decision-making meeting and Christmas party	Decisions and partying
20 January 2024	3	volunteers	Starting setting up ground level garden	B3
3 February	5	volunteers	Continuing setting up ground level garden	B1, B3, B4
5-9 February	6	contractors	General maintenance of the site	G1, G5, G6, G7, G8
17 February	7	volunteers	Continuing setting up ground level garden	B3
2 March	9	volunteers	Continuing developing ground level garden	B3
16 March	11	volunteers	Continuing developing ground level garden	B1, B2, B3, B4
25-29 March	13	contractors	General maintenance of the site	G1 ,G3, G7, G8
13 April	15	volunteers	Continuing developing ground level garden	B3
27 April	17	volunteers	Continuing developing ground level garden	B3
11 May	19	volunteers	Continuing developing ground level garden	B1, B3, B4
13-16 May	20	contractors	General maintenance of the site	G7, G8
25 May	21	volunteers	Continuing developing ground level garden	B3
8 June	23	volunteers	Continuing developing ground level garden	B3
22 June	25	volunteers	Continuing developing and maintaining ground level garden	B1, B2, B3, B4
1-5 July	27	contractors	General maintenance of the site	G3, G7, G8
6 July	27	volunteers	Continuing developing and maintaining ground level garden	B3
20 July	29	volunteers	Continuing developing and maintaining ground level garden	B3
3 August	31	volunteers	Continuing developing and maintaining ground level garden	B3
17 August	33	volunteers	Continuing developing and maintaining ground level garden	B1, B3, B4
12-16 August	34	contractors	General maintenance of the site	G4, G7, G8
31 August	35	volunteers	Continuing developing and maintaining ground level garden	B3
14 September	37	volunteers	Continuing developing and maintaining ground level garden	B3
28 September	39	volunteers	Continuing developing and maintaining ground level garden	B1, B2, B3, B4
7-11 October	41	contractors	General maintenance of the site	G3, G7, G8
12 October	41	volunteers	Continuing developing and maintaining ground level garden	B3
26 October	43	volunteers	Continuing developing and maintaining ground level garden	B3
9 November	45	volunteers	Continuing developing and maintaining ground level garden	B3
23 November	47	volunteers	Continuing developing and maintaining ground level garden	B1, B3, B4
25-29 November	48	contractors	General maintenance of the site	G7, G8
7 December	49	volunteers	Continuing developing and maintaining ground level garden	B3
21 December	51	volunteers	Formal decision-making meeting and Christmas party	Decisions and partying

In cooperation with the Estate (Improvements) Services of WCC **assigning particular tasks to the WCC contractors**, such as:

General maintenance of the site by WCC contractors must be undertaken on weeks 6, 13, 20, 27, 34, 41 and 48, including:

G1 - removing stumps and pieces of concrete from the soil (see 'the list of the stumps and these locations', p.) - weeks 6 and 13.

G2 - demolishing abandoned raised garden bed located at the major footpath, near the wall of 93-103 Firmstone Road - when fund will be available.

G3 - clearing the main footpath from Firmstone Road to the site (between blocks of flats), including cutting tree branches at the height of 3 meters down to the ground, cutting there grass, brambles and other offshoots growing from a ground - weeks 13, 27 and 41.

G4 - clearing areas in front of the fences at the eastern and western sides (formally territories of garages) - week 34.

G5 - cutting the tree branches at the height of 3 meters down to the ground at the northern (school) and southern (flats) sides - week 6.

G6 - cutting tree branches over the roofs of all 4 garages (garages number 45, 33, 19 and 18) at the height of 1.5 meter and down to the roofs of these garages at the width of the roof of each one garage - week 6.

G7 - cutting grass, brambles and other offshoots growing from a ground - weeks 6, 13, 20, 27, 34, 41 and 48.

G8 - removing rubbish, tree branches, brambles, grass and fallen leaves - weeks 6, 13, 20, 27, 34, 41 and 48.

Basic (routine) maintenance of the site by the volunteers:

B1 - picking up litter from the site, major footpath and in front of fences at eastern and western sides of the plot, and packing it into rubbish bags for removal by maintenance team - weeks 5, 11, 19, 25, 33, 39 and 47.

B2 - cutting tree branches at the height of reach, and cutting brambles and other offshoots growing from a ground on the site where and when possible - weeks 11, 25 and 39.

B3 - setting up, developing and maintaining a garden at the northern (most sunlit) part of the plot, including cutting grass around the garden beds from the moment of obtaining grass trimmer - weeks 3, 5, 7, 9, 11, 13, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33, 35, 37, 39, 41, 43, 45, 47, 49 and 51. However, garden maintenance will require an additional schedule that will be determined separately.

B4 - cutting the remaining grass on the plot where and when possible from the moment of obtaining grass trimmer - weeks 5, 11, 19, 25, 33, 39 and 47.

The tasks undertaken by volunteers must be completed prior to the similar tasks scheduled to be done by WCC contractors. This will allow the WCC contractors to do more work - which otherwise would be difficult for volunteers - at each site visit, whilst volunteers will be aiming to prepare the site for faster completion of the particular tasks by the WCC contractors.

Identifying what **work from the site plan can be completed by WCC contractors** of the Estate Improvement Services and adding them into their contract:

M1 - installing garden shed (see 'the garden shed with equipment list', p. 7) - when fund will be available (2024);

M2 - installing a water harvesting system by attaching the gutters under the roofs at rear side of garages number 45, 33, 19 and 18 (see 'the water harvesting system engineering scheme', p. 8) - when fund will be available (2024);

M3 - renovating a surface of the main footpath between blocks of flats - when fund will be available (2024-2025);

M4 - rearranging the fence and gate at eastern side in order to install accessible entrance for wheelchair/mobility scooter users (see 'the site engineering scheme with labels as of 15 October 2023', p. 5 and 'the scheme for M5 and M4 tasks', p. 9) - when fund will be available (2024-2025);

M5 - rearranging the fence at western side in order to install accessible entrance for wheelchair users (see 'the site engineering scheme with labels as of 15 October 2023', p. 5 and 'the scheme for M5 and M4 tasks', p. 9) - when fund will be available (2024-2025);

M6 - installing the bug (insects) hotel (see 'the bug (insects) hotel design and location', p. 10) - when fund will be available (2024-2025);

M7 - heavy landscaping works, including ground level changes by moving soil from one part of the plot to others (see 'the garden engineering scheme with labels as of 15 October 2023', p. 6 and 'the site engineering scheme with labels as of 15 October 2023', p. 5) - when fund will be available (2024-2026);

M8 - placing accessible routes for wheelchair users (see 'the accessible routes engineering scheme as of 15 October 2023', p. 11) - when fund will be available (2025-2026);

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M10 - placing benches 1, 2 and 3 (see 'the site engineering scheme with labels as of 15 October 2023' p. 5 and 'the bench 1 (curved) scheme as of 15 October 2023', p. 12) - when fund will be available (2026).

M11 - This proposal will require the Estate Services to accept the schedule for general year-on-year maintenance of the site by WCC contractors (see 'the schedule for WCC contractors for 2024 and onwards', p. 15).

The schedule for WCC contractors for 2024 and onwards.

General maintenance of the site by WCC contractors must be undertaken on weeks 6, 13, 20, 27, 34, 41 and 48.

There will be basic maintenance of the site undertaken by the volunteers that will be completed prior to the similar tasks scheduled to be done by WCC contractors. This will allow the WCC contractors to do more work - which otherwise would be difficult for volunteers - at each site visit, whilst volunteers will be aiming to prepare the site for faster completion of the particular tasks by the WCC contractors.

Date	Week	General maintenance of the site and the tasks
5-9 February	6	G1* - removing stumps and pieces of concrete from the soil (see 'the list of the stumps and their locations', p. 16); G5 - cutting the tree branches at the height of 3 meters down to the ground at the northern (school) and southern (flats) sides; G6 - cutting tree branches over the roofs of all 4 garages (garages number 45, 33, 19 and 18) at the height of 1.5 meter and down to the roofs of these garages at the width of the roof of each one garage; G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.
25-29 March	13	G1* - removing stumps and pieces of concrete from the soil (see 'the list of the stumps and their locations', p. 16); G3 - clearing the main footpath from Firmstone Road to the site (between blocks of flats), including cutting tree branches at the height of 3 meters down to the ground, cutting there grass, brambles and other offshoots growing from a ground; G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.
13-16 May	20	G2* - demolishing abandoned raised garden bed located at the major footpath, near the wall of 93-103 Firmstone Road - when fund will be available. G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.
1-5 July	27	G3 - clearing the main footpath from Firmstone Road to the site (between blocks of flats), including cutting tree branches at the height of 3 meters down to the ground, cutting there grass, brambles and other offshoots growing from a ground; G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.
12-16 August	34	G4 - clearing areas in front of the fences at the eastern and western sides (formally territories of garages); G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.
7-11 October	41	G3 - clearing the main footpath from Firmstone Road to the site (between blocks of flats), including cutting tree branches at the height of 3 meters down to the ground, cutting there grass, brambles and other offshoots growing from a ground; G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.
25-29 November	48	G7 - cutting grass, brambles and other offshoots growing from a ground; G8 - removing rubbish, tree branches, brambles, grass and fallen leaves.

* The tasks G1 - removing stumps and pieces of concrete from the soil and G2 - demolishing abandoned raised garden bed located at the major footpath are the one-off tasks and must be completed until 2025.

The list of the stumps and their locations.

The task G1 - removing 7 stumps and 2 pieces of concrete from the soil is one-off task and must be completed by 2025.

