

Public Open Space Plan – West Hampstead Square

187-199 West End Lane

October 2016 v5

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1.0 Introduction

1.1 Purpose

This Public Open Space Plan details the delivery of the management of public access to the Public Open Space Area at West Hampstead Square. It has been prepared to discharge condition 4.7.2 under the Section 106 Agreement.

1.2 Site Description

The site is located at 187-199 West End Lane, (West Hampstead), in the London Borough of Camden, (LBC). Planning permission provided for the *redevelopment of site to create seven new buildings between five and twelve storeys in height to provide 198 residential units (Class C3), retail, financial and professional services and food and drink floorspace (Class A1, A2, A3 and A4), flexible employment/healthcare floorspace (Class B1/D1) along with associated energy centre, storage, parking, landscaping and new public open space (existing buildings to be demolished). (Class B1/D1) along with associated energy centre, storage, parking, landscaping and **new public open space (existing buildings to be demolished).***

Specifically it is the **new public open space** that this report relates to and has been designed as a new town square fronting West End Lane and serves as the entrance of the new West Hampstead Square mixed use development and will accommodate future public benefit, serving as part of the future entrance to the Overground Station.

1.3 'The Square' & Ownership

The Public Open Space Area has been designed to provide West Hampstead with a privately maintained, publicly accessible space.

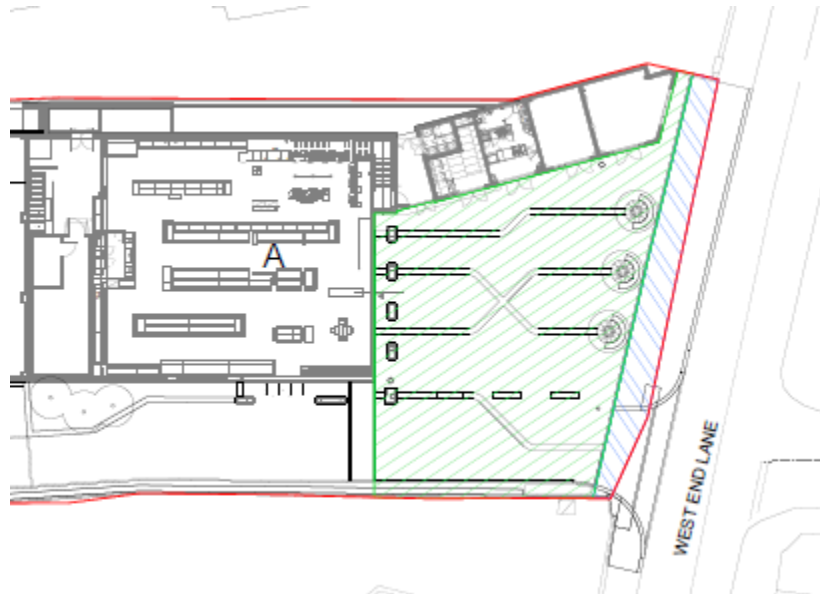
The space is designed to be flexible and able to accommodate a wide range of activities. The approved design and inclusion of traditional town square elements such as the clock tower, alongside seating, and artistic paving design creating an attractive link to the historic evolution of West Hampstead alongside the railway.

The Public Open Space Area is identified as the area shaded green below, and will be described, hereafter, as 'the Square'. Within the boundary there is a variety of hard and soft landscaping features that will be maintained and this report identifies how these elements will be managed.

Accordingly, the Square and the elements within it will be managed by the Estate's facility management company (BAML). The contact details of the management company will be identified on a dedicated sign welcoming visitors to the Square.

The area shaded blue and defined in the Section 278 Highway works plan, refer to Annexure B, delineates the boundary of the public Highways land. This Highway land is for adoption by LBC post

the completion of the highway works. The proposed trees have been slightly realigned in order to reflect the site ownership boundaries and to clarify the management responsibilities of these trees.



1.4 Activities and users

The Square will support a range of informal and planned uses and activities that animate the open spaces. These will include:

- Seating and places to meet and enjoy the surrounding high street and local transport infrastructure;
- Access to the on-site retail and commercial amenities surrounding the Square.
- Commercial events ie; markets or the other forms of outdoor commercial activities.

Commercial events may operate, up to a maximum of 104 days a year while ensuring there is no two week period that is continuous without notifying the Council.

2.0 Objectives & Priorities for Management

2.1 Background

In 2013, Camden approved a draft Public Open Space Plan, which outlined the intended strategy for the Square, to ensure that residents, customers and visitors to the development can enjoy the public space as it is intended.

2.2 The Section 106 Agreement

The Section 106 agreement, Fifth Schedule – The Public Open Space Plan Terms, provides the basis for setting the principles management principles of this Plan. These will be used to guide the preparation of maintenance contracts and performance targets.

Specifically these include the terms on which the Public Open Space Area shall be owned, managed and used shall be as follows:

- a) It will be owned, managed and maintained by the Owner of the Development. There will be no cost to be borne by the Council for maintenance of the Public Open Space Area. It will be kept clean and drained and, if appropriate, lit.
- b) It will be a facility for the benefit of those in the wider community, both residents and workforce.
- c) The Public Open Space Area will be open from dawn to dusk every day including weekends and holidays.
- d) It will never be closed for any private function.
- e) It may be closed as necessary for essential maintenance or to ensure public safety.
- f) The planting will be kept in good order and properly maintained and replaced where necessary.
- g) The landscaping will include some provision of seating and these will be maintained by the freeholder.
- h) If desirable, reasonable rules may be imposed and revised from time to time by the owner to regulate the use of the Public Open Space Area so long as none of them are inconsistent with the objectives set out in the remaining paragraphs. These may be established under a “walkways” arrangement.
- i) Persons behaving in a disorderly or antisocial manner may be asked to leave. This will include anyone playing a musical instrument without authorisation or broadcasting music, or anyone begging.
- j) The Public Open Space Area is to be provided for the lifetime of the Development.

2.3 Priorities for Management

In order to fulfil the above management aims and priorities we undertake to;

- To ensure that the amenity potential of the public space is maximized;
- As far as possible to extend the life of the asset;
- To ensure the functional and operational requirements of the public space are met;
- To ensure the physical condition and efficient operation of assets is kept to a standard appropriate to their service function and value to the community;
- That all statutory and technical requirements to ensure health, safety, security and reliability are met; and
- To prevent deterioration of the amenity.

3.0 Maintenance Specifications

3.1 Specification Overview

The management and maintenance of the Square will be overseen and supervised by a small facility management team. We will ensure that the Square is maintained in accordance with the following outline specifications for maintenance and that these specifications are in turn set out in detail in all management and maintenance contracts that we enter into in connection with the Square.

3.2 General objectives

3.2.1 Regular cleaning tasks – A series of general cleaning tasks to be carried out at regular intervals to ensure the environment is maintained in a clean and tidy state, including weekly rubbish collection from the Square. Regimes of different levels of intensity will be required in response to the particular demands of the space. Some tasks will be carried out on a daily basis with others carried out weekly or monthly.

3.2.2 Specific cleaning tasks – Some tasks will be in response to activities/events that have taken place. These may be both scheduled and unanticipated events. These works are less easily defined as they are often unknown and unpredictable and often related to incidental damage and potential acts of vandalism.

3.2.3 Inspection tasks – The management team will set up a regular programme of inspection visits which will cover all elements of the streetscape. In addition to the scheduled inspections, daily and weekly cleaning routines are also to include the reporting of non-functioning elements, incidental damage and acts of vandalism.

3.2.4 Repair and replacement works - To non-functioning and damaged elements are to be carried out by appropriately qualified and experienced operatives.

3.2.5 Remediation works - Will include those works that may be required following organised events or informal activities. These works are in addition to the regular cleaning tasks. Remediation works also include the making good of works carried out by third parties, such as utilities companies. Activities may include works to paving, service covers or drainage elements.

3.3 Soft Landscaping Specification

3.3.1 Trees

Individual specimen trees, *Platanus acerifolia* / *x hispanica*, will be planted in fertile topsoil, secured in place and provided with good drainage and irrigation. General maintenance will ensure tree anchors and ties are correctly adjusted, trees are watered during their establishment and kept in a healthy condition. Remedial pruning and lopping may be required to address health and safety issues and maintain good general condition, form and amenity. Regular inspections to check for pests and disease will be undertaken at the appropriate season.

3.4 Hard Landscape Specifications

Consideration will always be given when cleaning specifically prepared or coated surfaces. Reference to the manufacturer specifications will be made when cleaning these surfaces to ensure that no damage occurs.

3.4.1 Paved areas and paths

Paths and paved areas will be kept clear of litter and weeds by mechanical or hand sweeping and where necessary hosing and pressure washing to remove stubborn residues and any discoloration to the paving. Deep cleansing of heavily trafficked areas will be undertaken on a regular basis. Seasonal maintenance will include leaf and snow clearance and salting when conditions are icy.

3.4.2 Seating, benches and signs

These will be inspected on a regular basis and be cleaned with a pressure washer with detergent as required. Any graffiti, notices or stickers will be removed immediately and painting and treating of timber and metal surfaces undertaken when required. The external bins within the Square will be emptied on a weekly basis.

3.4.3 Lighting

All lighting equipment will need regular inspection. Any bulbs that are defective will be replaced within a day (or subject to replacement bulbs) and any equipment that is not working properly will be tested and replaced if necessary by a trained electrician as soon as possible.

3.4.4 Drainage gullies and channels

Drainage systems will be regularly maintained to ensure that they are in full working order. A regular cycle of maintenance will be implemented to keep all gullies and channels clear and free of weeds, leaves and rubbish.

4.0 Health, Safety, Security and Risk Assessment

4.1 Legal responsibilities

A key priority of this management plan is to ensure the health and safety, security and risks to the general public and staff involved in managing and maintaining the Square are considered at all times. The facility management company will prepare a set of policies to guide all of its activities as and when it is setup.

In addition, there are a number of legal provisions and statutory obligations that affect the delivery of management services. These include, but are not limited to:

- The Health and Safety at Work etc. Act 1974, and revisions
- Open Spaces Act 1906
- Litter Act 1983 and Dogs (Fouling of Land) Act 1996
- Environmental Protection Act 1990

4.2 Health and Safety Requirements

A comprehensive health and safety policy will ensure the Square meets its statutory responsibilities and the terms of its liability insurances. It will be standard practice for regular inspections to be undertaken and a full risk assessment completed annually for the Square and its operating procedures. An accredited health and safety consultant with appropriate National General Certificate in Occupational Health and Safety (NEBOSH) will be appointed for this purpose.

Key aspects of the regular and annual risk assessment would include:

- Condition and health of trees
- Night-time lighting and public safety features
- Electrical installations and maintenance activities
- Litter, dog waste, vermin and public health
- Crossings and pedestrian/vehicular interfaces
- Condition of paving and potential trip hazards
- Correct accreditation of staff undertaking hazardous tasks
- Winter management programme, salting and ice removal

4.3 Security

The Square will be managed in accordance with the s106 Fifth Schedule points (h) and (i) which specifically;

- If desirable, reasonable rules may be imposed and revised from time to time by the owner to regulate the use of the Public Open Space Area so long as none of them are inconsistent with the objectives set out in the remaining paragraphs. These may be established under a “walkways” arrangement.
- Persons behaving in a disorderly or antisocial manner may be asked to leave. This will include anyone playing a musical instrument without authorisation or broadcasting music, or anyone begging.

5.0 Funding

The Square will remain in the ownership of the freeholder and will be managed and maintained as part of the Estate. There will be no cost to be borne by Council for maintenance of the Square as these will be raised via the Estate contribution under the service charge borne by tenants of the Estate.

The public open space forms part the freehold of the estate and the maintenance and management of the public open space forms part of the freeholder’s responsibilities. The costs associated with these obligations are passed to the residential and commercial occupiers by way of the annual service charge, which will also facilitate future works of renewal and replacement.

Annexure A



**24 HOUR
CCTV IN
OPERATION**

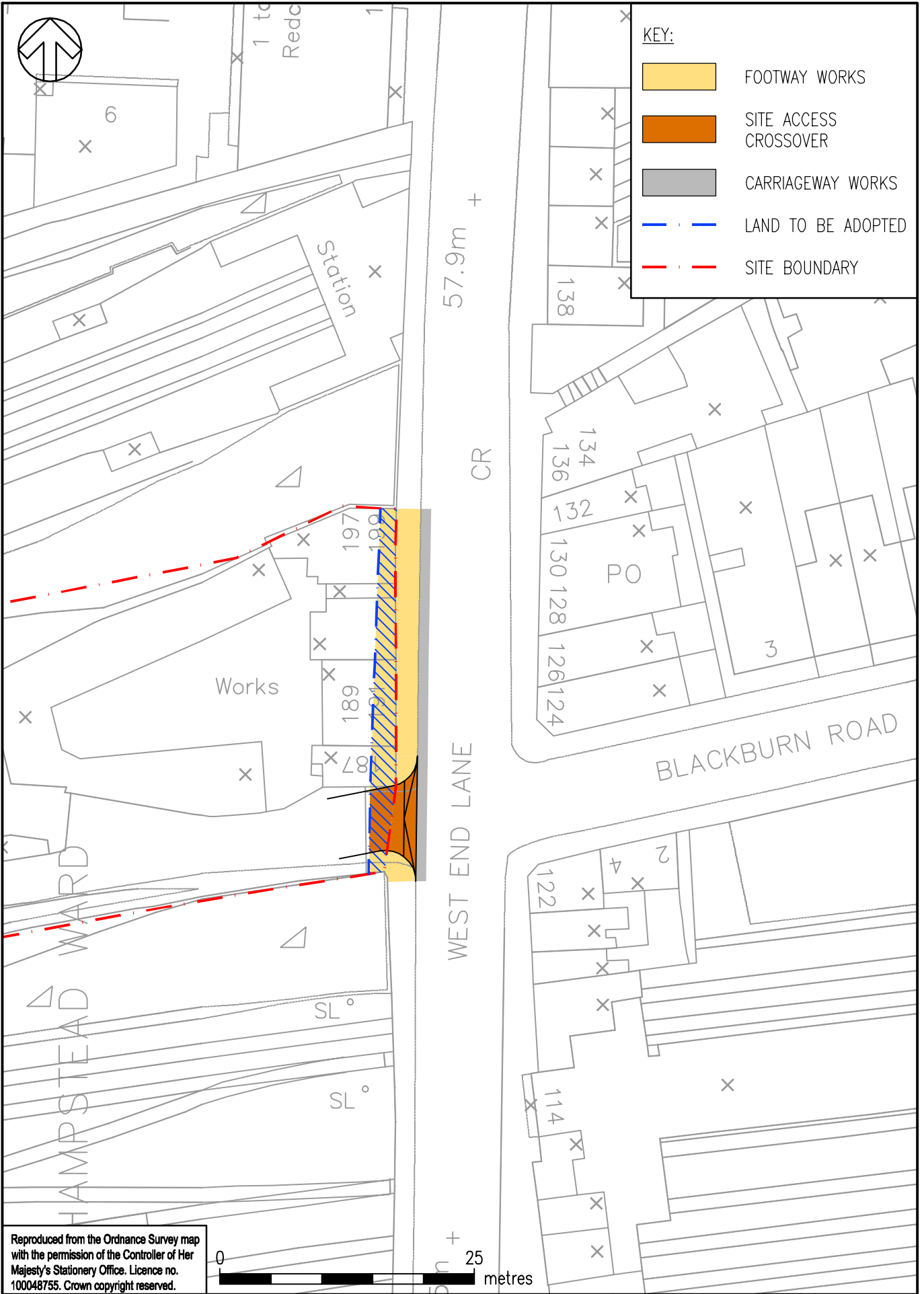
**For the purposes of:
Personal safety and security**

**System operated by
Ballymore Asset Management Ltd**

0207 627 6660

Annexure B

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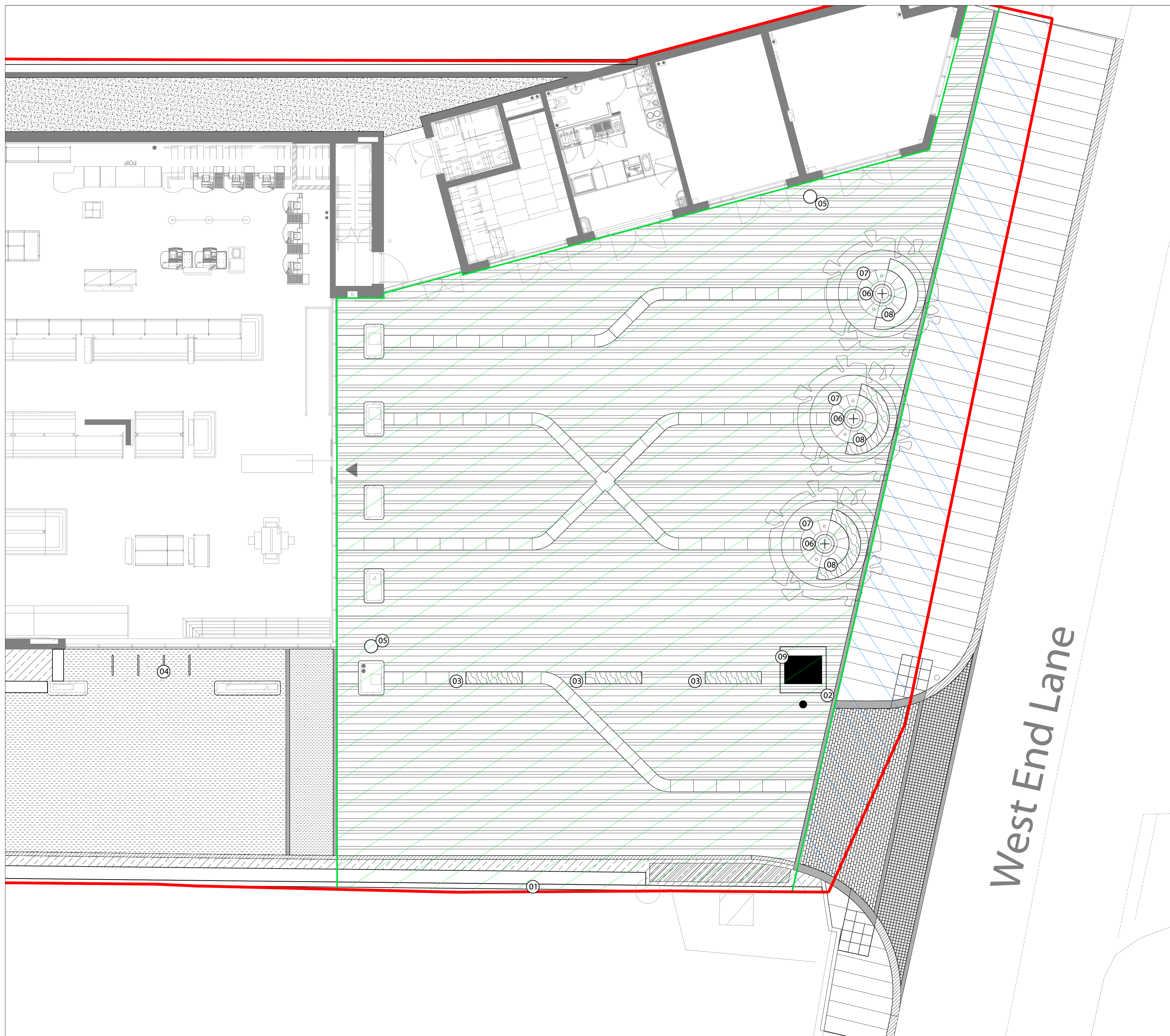


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TITLE:
WEST END LANE, WEST HAMPSTEAD
SECTION 72/278
HIGHWAY WORKS

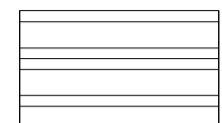
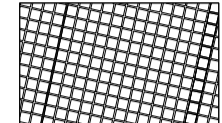
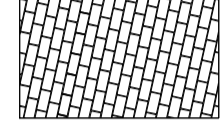
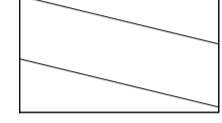
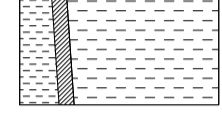
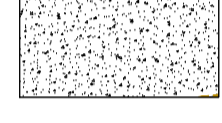
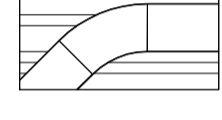
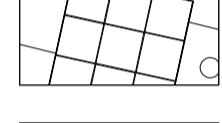
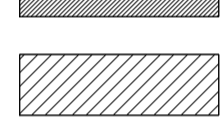
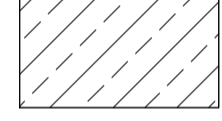
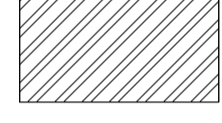
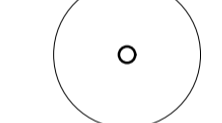
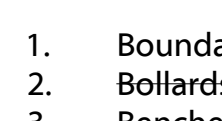
FIGURE No:
PLAN 1





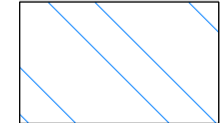
Notes:

- Refer to 8167N-SH-SP-01 'Hard Landscape Materials Schedule' for specification of site furniture and other hard landscape elements.
- Refer to 8167N-SH-SP-01 'Hard Landscape Materials Schedule' for specification of paving unit dimensions, finishes.
- All construction details to Engineer's drawings and specification.
- Construction levels to Engineer's drawings and specification.
- Drainage and waterproofing to Engineer's drawings and specification.
- Refer to 8167N-SH-SP-01 'Soft Landscape Specification' for specification of soiling and planting.
- Do not scale from this drawing.

Legend

-  Town Square paving: types P1-1 & 2 Porphyry slabs with type P2-1 Limestone banding
-  West End Lane pavement crossover paving: type P5-4 Granite setts
-  West End Lane pavement crossover paving: type P3-2 Yorkstone setts
-  West End Lane pavement paving: type P3-1 Yorkstone slabs
-  Access Way paving: types P8-1,2 & 3 resin bound gravels
-  Paving north of blocks A-D: HRA with clear coated chippings
-  Town square paving: type P2-1 flush bands, limestone
-  West End Lane paving: Type P3-3, Yorkstone, tactile
-  Kerb: type , K1-5, K1-5A (West End Lane) & K1-4 (Access Road) granite, flush
-  Kerb: type K1-1, K1-1A (West End Lane) & K1-3 (Access Road) granite, upstand
-  Soft landscape: shrub and perennial planting
-  Soft landscape: pre-grown 'instant' hedge
-  Soft landscape: semi-mature tree

1. Boundary fence (and gate): to architect's specification and details
2. Bollards: type F10, corten steel (items removed at OHMG's request)
3. Benches: type F1, Limestone & hardwood
4. Cycle parking: type F4, stainless steel
5. Bins: type F5, corten steel
6. Tree grille: type F6-1, steel, powder-coated
7. Tree surround: type P2-2, limestone, flush, flamed, with recessed uplighters (refer to M&E drawings/specification for lighting)
8. Benches: type F2, Limestone & hardwood
9. Clock Tower: type F3, corten steel

-  Planning Boundary
-  Town Square
-  Adopted Highway

