

**CITY OF PLYMOUTH  
MOUNT EDGCUMBE JOINT COMMITTEE**

**Joint Chair:** Councillor Reynolds, Plymouth City Council/  
Councillor Trubody, Cornwall Council

**CMT Member:** Director for Community Services  
Plymouth City Council

**Senior CC Officer:** Mike East, Head of Environment and Heritage  
Service, Cornwall Council (Designate)

**Subject:** Progress Report 2009/2010

**Committee:** Mount Edgumbe Joint Committee

**Date:** 5 February 2010

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**Ref:** IB/JC/02/10

**Part:** I

**Executive Summary:**

This report reviews the work that has been carried out, events and park usage during the financial year 2010/2011.

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**Mount Edgumbe Corporate Plan 2000-2012:**

The items contained in this report meet the objectives set out in the Mount Edgumbe Corporate Plan.

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**Implications for Medium Term Financial Plan and Resource Implications:  
Including finance, human, IT and land**

None.

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**Other Implications: e.g Section 17 Community Safety, Health and Safety,  
Risk Management, Equalities Impact Assessment, etc**

None.

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**Recommendations and Reasons for Recommended Action:**

It is recommended that:-

i) Members note the report.

**Alternative Options Considered & Reasons for Recommended Action:**

N/A

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**Background Papers:**

- i) Mount Edgumbe Events File
- ii) Mount Edgumbe Operational Action Plan 09/10 (attached)

**Sign Off**

Fin		Leg	N/A	HR	N/A	AM	N/A	IT	N/A
Cornwall County Council									

## **1. Events**

- 1.1 The 2009/2010 was expanded again with a total of 20 Mount Edgcumbe lead events. In addition, a series of 10 workshops were held in partnership with the Devonport Regeneration Company.
- 1.2. In addition to our programme, the Friends of Mount Edgcumbe also held several events. The biggest event of the Friends calendar is the Classic Car Rally, organised in partnership with Cornwall Hospice Care. For the first time in its 14 year history, the organising committee had to take the decision to cancel the event because of heavy rain in the days before the event.

## **2. Christmas Fayre**

- 2.1 The Christmas Fayre was successful with 3,700 visitors through the doors over the two days. This is an increase of 500 people on last years' event. The two days went smoothly and the feedback from visitors and traders alike has been positive.

## **3. School Visits**

- 3.1 There were 35 booked visits to Mount Edgcumbe in 2009-2010 by schools and colleges. A range of activities were undertaken, from house visits to team buildings, field studies and orienteering. Approx 3,500 students took part in these activities.

## **4 Weddings, Civil Partnerships & Naming Ceremonies**

- 4.1 There have been 24 weddings, civil partnerships and no naming ceremonies this year. This is down by 10 on last year. Other facilities have also seen a drop in weddings in 2009, probably as a result of the economic climate.

## **5. Talks to Community Groups**

- 5.1 11 talks have been given in 2009/2010.

## **6. Health and Safety Matters**

- 6.1. There have been no significant health and safety issues this year. Risk assessments and training needs are continually reviewed and action taken when necessary.

## **7. Operational Action Plan 2009/2010**

- 7.1. Please refer to Appendix 1.

## **8. Recommendations**

8.1. It is recommended that:-

- i. Members note the report.

**OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2009/2010**

**Appendix 1**

	<b>ACTION AREA</b>	<b>ACTION</b>	<b>TARGET DATE</b>	<b>RESPONSIBLE STAFF</b>	<b>FUNDING</b>	<b>PROGRESS</b>
1	FORMAL AREAS	Grass Cutting	Two Weekly – April to October	Gardening Team/Contractor	Grounds Maintenance Budget	Completed
		Spring and Summer Bedding for Italian and French Garden	Summer Bedding – mid May	Gardening Team	Grounds Maintenance Budget	Completed
			Spring Bedding – mid October	Gardening Team	Grounds Maintenance Budget	Completed
		Hedge Trimming	July to October	Gardening Team	Grounds Maintenance Budget	Completed
		Shrub Bed Maintenance	October to March	Gardening Team	Grounds Maintenance Budget	Completed

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		Rose Garden Management (manure, prune and replant)	March to September	Gardening Team	Grounds Maintenance Budget	Completed
		Regeneration of the Great Hedge	Autumn/Winter	Gardening Team	Grounds Maintenance Budge	Completed
	Jubilee Garden	Topiary work	Ongoing	Gardening Team	Grounds Maintenance budget	Completed
	Paths	Repairs as required	Ongoing	Gardening Team	Grounds Maintenance budget	Completed
	Italian Garden	Placing out of Citrus and Agaves	May 09	Gardening Team	No direct cost	Completed

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		Removal of Citrus and Agaves	October 09	Gardening Team	No direct cost	Completed
2	CAMELLIA COLLECTION	Make the camellia trail permanent	March 10	Gardening Team	Grounds Maintenance/ Paths Budget	To be done in 2011. Funded by FOMECP
3	AMPHITHEATRE/ LOWER PARK	Rhododendron Spraying & replanting trees as required	Ongoing throughout the year	Ranger Team/ Gardeners	Woodlands Budget	Score of work extended with SOD grant
		Repair of Multi Use Track and paths and keeping clear of vegetation	Ongoing throughout the year	Ranger Team/ Gardeners	Grounds Maintenance/ Paths Budget	✓
		Cutting of wildflower Meadows	September 09	Contractor	Grounds Maintenance	✓

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4	WOODLANDS & SPECIMEN TREE WORK	Tree surgery/ safety felling	Ongoing throughout the year	Ranger Team		✓
		Tree Planting as part of Woodland Grant Scheme and replanting of lost trees	Nov 09 – April 10	Ranger Team		✓
	PHYTOPHTHORA RAMORUM CONTROL	Control of Rhododendron ponticum by cutting and spraying	Ongoing throughout the year	Ranger Team	Grounds Maintenance & Woodlands budget	✓
		Regular Plant health checks	Periodically throughout the year	Head Gardener/Ranger & Plant Health Inspectorate	N/A	✓
5	BEACHES AND FORESHORE	Regular litter picks	On going throughout the year	Ranger Team	None	✓



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		Monthly meetings of Cawsand Beach Steering Group	Monthly April to September. Bi-monthly October to March	Park Manager	None	✓
		Continuation of boat registration scheme for Cawsand Beach	April 09 onwards	Park Manager	None	✓
		Monitoring of water safety measures	Regular checks	Building Officer	None	✓
6	FOOTPATHS/ROADS SIGNAGE	New signage after design work completed	Ongoing throughout 2009 & early 2010	Park Manager/Designers	Capital and income generation	Delayed because of budget pressures
		Footpath maintenance & vegetation control	On going	Ranger Team Contractors	Footpath budget	✓

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7	COASTAL AREAS (Penlee Point to Whitsand Bay)	Liaise with Cornwall County Council Access Team re: maintenance of coastpath	On going	Park Manager	N/A	✓
		Maintenance of Pony Grazing at Watchouse Field, Rame Head and Polhawn. On going liaison with the Duchy of Cornwall with regard to loan of ponies	On going	Head Gardener/Ranger	N/A	✓
		Liaise with Cornwall Wildlife Trust re: Penlee Battery				✓
		Butterfly Survey – Watchouse Field and Penlee Battery	On going	Head Gardener/Ranger	N/A	Completed for 2009

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		Scrub Clearance	April to Sept	Head Gardener/Ranger		✓
			Autumn - Winter	Head Gardener/Ranger	Will draw down Stewardship monies	✓
		Japanese Knotweed Control Whitsand Bay	April – September 09	Ranger Team	Grounds Maintenance	✓
8	BUILT ENVIRONMENT	<u>Conversion of Old Flat to Offices</u>  I.T & Phone links to be fitted. Change of use consent. Removal of redundant bathroom, furniture. Replace fire doors etc	Autumn 09	Buildings Officer/Cornwall Council/Plymouth City Council/ISD	Mount Edgcumbe budgets	Delayed because of budget pressure until 2010/11

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		<u>Garages &amp; Fuel Store</u> Removal of Asbestos roofs	December 2009	Buildings Officer/Cornwall Council contractors	Mount Edgcumbe budgets	Delayed until 2010/11
		<u>Mount Edgcumbe House Roof</u> Replace section of flat roof	March 2010	Buildings Officer/Contractors	Mount Edgcumbe budgets	Completed 2009
		<u>West Lodge</u> Repair of Cess Pit	May 2009	Buildings Team	Mount Edgcumbe budgets	Completed 2009
		<u>Barrow Park Flats</u> New consumer panels to be fitted	May 2009	Buildings Officer/Contractors	Mount Edgcumbe budgets	Completed 2009
		<u>Railings – Lower Park</u> Sand and Repaint	August 2009	Buildings Officer/Contractor	Mount Edgcumbe budgets	Delayed until 2010/11

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		<u>Cremyll Fountain</u> Install new pump	June 2009	Buildings Team	Mount Edgcumbe budgets	Completed
		<u>Gate Piers – Mount Edgcumbe House</u> Repair and re-hang gates	March 2010	Buildings Team	Mount Edgcumbe budgets	Gates repaired to be hung in 2010/11
		<u>Ice House Bridge</u> Repairs to plaster plinth	March 2010	Buildings Team	Mount Edgcumbe budgets	Postponed
		<u>All Structures</u> Safety/maintenance checks	Ongoing	Buildings Team	N/A	✓
		<u>Water/Oil/Electricity Usage</u> Monitoring of usage	Ongoing	Buildings Team	N/A	✓

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9	EVENTS 2009	Edgcumbe Explorer	18 <sup>th</sup> April	Park Manager		✓
		Orienteering Taster Course	25 <sup>th</sup> April	Park Manager		✓
		Photography Workshop	2 <sup>nd</sup> May	Park Manager		✓
		Dawn Chorus	16 <sup>th</sup> May	Park Manager		✓
		Tubs & Planters Workshop	27 <sup>th</sup> May	Park Manager		✓

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		Garden Tour	27 <sup>th</sup> May	Park Manager		✓
		Going Bats	30 <sup>th</sup> May	Park Manager		✓
		Tree Trail	5 <sup>th</sup> June	Park Manager		✓
		Introduction to Painting	13 <sup>th</sup> June	Park Manager		✓
		Introduction to Tai Chi	17 <sup>th</sup> June	Park Manager		✓

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		Family Bushcraft Day	20 <sup>th</sup> June	Park Manager		✓
		Garden Tour	24 <sup>th</sup> June	Park Manager		✓
		Walk on the Wild Side	5 <sup>th</sup> July	Park Manager		✓
		Garden Tour	22 <sup>nd</sup> July	Park Manager		✓
		Classic Car Rally & Summer Fayre	2 <sup>nd</sup> August	Park Manager		Cancelled



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		Edgcumbe Explorer	8 <sup>th</sup> August	Park Manager		✓
		British Fireworks Championship Final	August	Park Manager		✓
		Garden Tour	19 <sup>th</sup> August	Park Manager		✓
		Military Vehicles Trust Rally	29 <sup>th</sup> -31 <sup>st</sup> August	Park Manager	£550 for portaloos	✓
		Going Bats	5 <sup>th</sup> September	Park Manager		✓

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		Murder Mystery Evening	19 <sup>th</sup> September	Park Manager		✓
		Foraging for Fungi	1 <sup>st</sup> November	Park Manager		✓
		Christmas Fayre	12 <sup>th</sup> /13 <sup>th</sup> December	Park Manager	Special Events budget – cost offset by income	✓
10	HOUSE AND COLLECTIONS	Pasley Exhbition	May -Sept	Museum Development Officer	DRCP	✓
		Pasely Exhbition events and activities	May - Sept	Museums Development Officer	DRCP	✓

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		Pasely Exhibition additional ferry transport from Devonport	June – end August	Museums Development Officer	DRCP	✓
		Darwin exhibition on loan from British Council	June – end August (dates not confirmed)	Museums Development Officer	Free of charge	✓
		Darwin exhibition events and activities in partnership with Marine Biological Association	June, July, August	Museums Development Officer	Welcome Trust	✓
		Paintings conservation	Autumn 2009	Museums Development Officer	Collections budget	✓
		Furniture conservation targeting furniture that is most vulnerable during events	Autumn 2009	Museums Development Officer	Collections budget	Items identified, conservator identified

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		Implementation of ongoing plans for interpretation in Barrow Park areas	Ongoing, 1 <sup>st</sup> phase to be ready for Spring 09	Museums Development Officer	Heritage project budget	✓
		Development of regular free activities and talks in the house and Earls garden targeting children and adults	Identify themes and stewards responsible by end of April	Museums Development Officer	Mt E budget	✓
		Actively promote Tudor Tapestries resource to schools	TBC – spring & summer term for Autumn visits	Museums Development Officer	Mt E budget	
11	HERITAGE PROJECT	Soft Launch	Spring 2009	Park Manager	Capital Borrowing and additional income generation	Opened July 2009
		Full Launch	Spring 2010	Park Manager	Capital Borrowing and additional income generation	On target

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		Landscape Works Fencing, planting, clearance etc	Spring/Summer 2009	Park Manager	Capital Borrowing & Grounds Maintenance Budget	Completed 2009
12	HEALTH & SAFETY	Risk Assessment Review	Continues Review	Head Gardener/Ranger	N/A	✓
		Inspection of Lifting, Winching, Climbing equipment	June and November 2009	Approved Contractor	Maintenance budget	✓
		Portable Appliance Testing	May 2009	Contractor	Maintenance budget	✓
		Fire Equipment & Alarm Checks	Twice per annum	Contractors	Maintenance budget	✓

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		Commercial Gas Appliance Testing	June 09	Contractors	Maintenance budget	✓
		Cleaning & Testing of Water Systems	June 09	Cornwall Council Contractors	Maintenance budget	✓
		Five Year Building Electrical Checks	July 09	Contractor	Maintenance budget	✓
	HEALTH & SAFETY TRAINING	First Aid	Ongoing	Contractor	Training Budget	✓
		Chainsaw Certificate Refresher	Ongoing	Contractor	Training Budget	✓

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		Woodchipper refresher	Ongoing	Contractor	Training Budget	✓
		Manual Handling Training	Ongoing	Contractor	Training Budget	✓

### Risk Register – Mount Edgumbe House & Country Park

<b>Risk Title</b>	<b>Consequence</b>	<b>Probability (5 = high 1 = low)</b>	<b>Severity (5 = high 1 = low)</b>	<b>Raw Risk Rating</b>	<b>Control Procedures</b>	<b>Probability</b>	<b>Severity</b>	<b>Residual Risk Rating</b>
Environmental Risk  Coastal Erosion	Potential threat to public access and damage to property	4	5	20	Regular Monitoring of the coast. Follow Governments Coastal Management Plan Guidelines (currently under review)	4	4	16
Environmental Risk  Sudden Oak Death	Potential Loss of historic plant collections and degradation of the natural environment and gardens	5	5	25	Regular testing by Plant Health Inspectorate. Prompt removal of infected plants. Ongoing removal and control of Rhododendron ponticum	5	2	10
Built Environment  Deterioration of Listed Buildings	Lack of maintenance will lead to the run down of historically	4	5	20	A full condition survey of all structures has been commissioned. This, together with	4	2	8



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and Structures	important structures				regular checks will ensure their maintenance			
Degradation of historic paintings, chattels and documents	Loss of important heritage items	5	5	25	Regular condition checks and an active restoration programme	3	2	6
Health & Safety of Staff and Public	Death or injury to staff and public	5	5	25	Regular Health and Safety training for staff. Regular safety checks of high risk areas including equipment. Participation in corporate Health and Safety initiatives.	2	2	4