



# SADLERS WOOD ANNUAL REVIEW

2023

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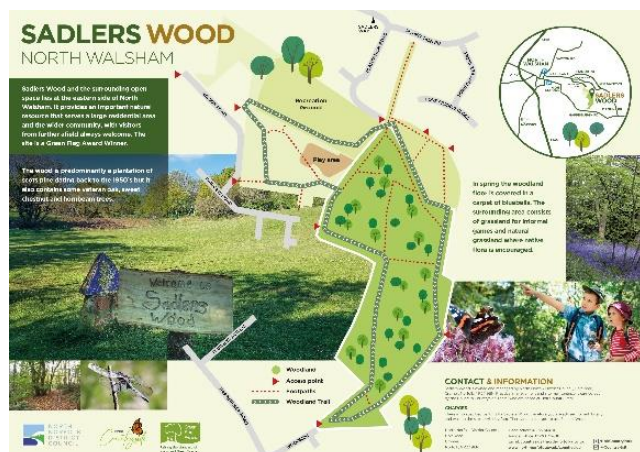
## Introduction – Welcome to Sadlers Wood

### Abstract

This annual review outlines the management work, activities, projects, development and general progress made by North Norfolk District Council’s Countryside Service against Sadlers Wood Management Plan in 2023, and forms the basis of the authority’s application for continued Green Flag Award status. Sadlers Wood is one of three Green Flag sites managed by NNDC, alongside Holt Country Park and Pretty Corner Woods Wood, and these sites are linked and referenced at appropriate times in this review. The annual review is separated into two sections for the ease of the reader – generic & previously provided information is shown within a green background, with information & updates relating to the previous year specifically shown within an olive background.

### About

Sadlers Wood and the surrounding open space lies at the eastern side of the market town of North Walsham which is the largest town in North Norfolk with a population of about 12,000. The town is growing and the Sadlers Wood area provides an important natural resource that serves a large residential area in and around Brick Kiln Road together with the more established community including Manor, Fairview and Nelson Road. The site is within walking distance of much of the town and is on



route between school and home for many children and young people. Whilst the wood mainly serves the resident population, visitors from further afield are always welcome.

The Wood is predominantly a plantation of scots pine dating back to the 1950’s but it also contains some veteran oak, sweet chestnut and hornbeam trees. In spring the woodland floor is covered in a carpet of bluebells. The surrounding area consists of part amenity grassland for



informal games and part more natural grassland where native flora is encouraged. There are some sculptures produced by local artists, interpretation and a play area which is well used. The site is owned and managed by North Norfolk District Council.

Notable and significant features of the site include:

- Waymarked route,
- Children's play area,
- Football goals,
- Playing field/picnic area.

## North Norfolk District Council's Corporate Objectives

North Norfolk District Council's Corporate Plan 2023 to 2027 sets out the Council's priorities until 2027. It guides business decisions to ensure that the council is well-run and able to meet its objectives.

The Corporate Plan is a strategic document, listing the priorities for council actions for the period 2023 to 2027, giving a shared vision and values, and listing the priority areas on which the council intends to concentrate its efforts:

- **Our greener future**
- **Developing our communities**
- Meeting our local housing need
- Investing in our local economy and infrastructure
- A strong, responsible and accountable Council

NNDC's countryside team is well placed to support the Councils' corporate objectives highlighted above in bold– **Our greener future** & **Developing our communities**. A copy of the corporate plan can be found here: [corporate-plan-2023-to-2027.pdf \(north-norfolk.gov.uk\)](#)

## Countryside Service Vision and Aims

North Norfolk District Council's Countryside Service manage areas of woodland and open space amenity land for the safe enjoyment of the community of North Norfolk, protecting & promoting the countryside and it's wildlife, flora and fauna, whilst encouraging sustainable access. The main objectives of the service can be defined as:

To provide a high quality and inspiring visitor experience and a rich biodiversity of wildlife in sustainable woodland settings and open spaces

- *To enhance the wildlife within our sites by diversifying habitats whilst securing the future of important species and complementing adjacent conservation sites*
- *To promote regular visits to our parks through increased awareness, and by providing a variety of high quality facilities, events and activities*
- *To actively encourage community involvement in our parks and open spaces at all times*
- *To seek service sustainability through appropriate income generating schemes and activities, and the provision of a first class service which meets the needs of the community*

- To support the Councils corporate objectives relating to the current corporate plan – 2023-2027

## Visitors

Sadlers Wood is open to visitors all year around, only closing its gates in high winds or other examples of extreme weather where the safety of visitors may be compromised. Over the years it has not been possible to provide accurate visitor numbers for the site, however in 2023 the Council, led by the Leisure Team, invested in new data collection software provided by ActiveXchange, a brief summary of which can be found below:

*The ActiveXchange footfall software collects estimated footfall data from apps on smart phones, it counts the number of app “pings” from over 45,000 apps such as sat navs and fitness apps. Smart phones send out “pings” from pockets and bags without the phone actually being used at the time and is not dependent on a “good” phone signal as the data is sourced from on-device GPS. The data collected from the apps is smoothed using sophisticated data modelling including footfall data from other sources to prevent double counting and produce a high accuracy rate. The software applies the modelling after the sites have been selected to avoid over or under counting as one person travels within a site or between selected sites.*

This means that we are now very pleased to be able to provide the most accurate visitor data available to us for Sadlers Wood, which has been very interesting to analyse. We have access to this data dating back to January 2022, therefore we have provided ActiveXchange visitor data for this site for 22 and 23 below:

<b>Sadlers Wood Visitor Numbers</b>			
<b>2022</b>		<b>2023</b>	
Jan	2354	Jan	2667
Feb	1835	Feb	2241
Mar	1468	Mar	1659
Apr	1192	Apr	2537
May	1542	May	878
Jun	995	Jun	2162
Jul	320	Jul	1088
Aug	850	Aug	1172
Sep	631	Sep	906
Oct	1868	Oct	1452
Nov	211	Nov	1697
Dec	1719	Dec	1087
<b>Total</b>	<b>14985</b>	<b>Total</b>	<b>19546</b>

The limitations of this data collection are that children who do not own a mobile phone are not accounted for in this calculation. Phone ownership of over 12's in the UK is estimated at 92% but Sadlers Wood does attract a number of visitors who are under 12, and therefore we need to include an uplift on these visitor numbers to more accurately reflect total visitors. Considering the site and its facilities we have decided that an increase of 35% to account for child visitors is fair, and this would take 2023's figure to **26387**.

The availability of this data has proven very interesting to the ranger team, providing us for the first time with a good demonstration of the popularity of this woodland. Although some limitations do exist going forward we will be able not only to track visitor numbers but also how

these change from year to year – either naturally or as a result of the improvements we make – and also when Sadlers Wood receives the most visitors. Interestingly from the table above we can see that there does not appear to be an obvious pattern for visits to this site. It will be intriguing to see how this data develops in the coming years.

## Green Flag Award

The purpose and aims of the Green Flag award are:

- To ensure that everybody has access to quality green and other open spaces, irrespective of where they live
- To ensure that these spaces are appropriately managed and meet the needs of the communities that they serve
- To establish standards of good management, and to promote and share best practice amongst the green space sector
- To recognise and reward the hard work of managers, staff and volunteers



Sadlers Wood achieved its first Green Flag in 2012/13 and has now held the prestigious award for 10 years, missing out in 2019. This is an achievement which all those who have been involved in managing the site are very proud of, particularly given the requirement for continuous improvement and development. Our Green Flag flies proudly at the bottom of the playing field.

## Staff Resource

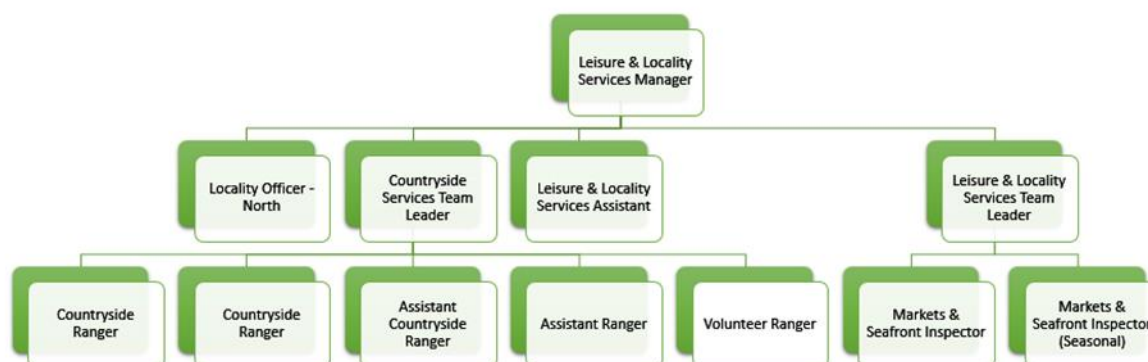
NNDC's Countryside Team manage 15 sites across North Norfolk and staffing levels for this are stable and adequate to deliver the service to a good standard. The team sits within the wider Leisure and Localities Service at NNDC which manages a wide range of services for the authority, including a Pier Pavilion Theatre, foreshores, sports and leisure centres, sports development, beaches, beach huts and markets.

Sadlers Wood is an extremely important and well-loved site for the Countryside Team, with the following staff resources attributed to its management:

Position	Resource Attributed to Sadlers (FTE)
<b>Countryside Services Team Leader</b>	0.2
<b>Countryside Ranger</b>	0.2
<b>Countryside Ranger</b>	0.2
<b>Assistant Ranger</b>	0.2
<b>Assistant Countryside Ranger*</b>	0.2
<b>Leisure &amp; Locality Services Manager</b>	0.1
<b>Leisure &amp; Locality Services Team Leader</b>	0.1
<b>Volunteer Ranger</b>	0.1

\*in 2021 we were able to utilise hours previously assigned to a seasonal visitor centre assistant post at Holt Country Park to introduce a new part time Assistant Countryside Ranger. This has proven to be of great benefit to the service, enabling the team to work in different ways to help improve the output achieved. Subsequently to this we have now agreed that this post should be made full time, and more skilled, to further support the team's efforts to continue to manage our sites to the expected levels.

## Leisure and Locality Services Team Structure 2024



## Health Safety and Security

### Quality Facilities and Activities

Sadlers Wood offers visitors a number of different facilities, activities, events and options which encourage them to stay active and healthy, as well as to continue to visit the site regularly.

There are no formal parking facilities that serve Sadlers Wood and opportunities do not readily exist for the creation of a car park. Parking is limited to on-street parking and visitors arriving by car should park at the end of Fairview or Nelson Road at the north of the site. Visitors wishing to park at the south side of the site should use Sadlers Way, Plantation Road or Brick Kiln Road.

There are several pedestrian access points from the surrounding streets into the site. Accesses from Sadler's Way, Fairview and Nelson Road are tar paved.



### Facilities

- *Picnic/Playing Field* – A large picnic field is situated to the west of the site which can be used by visitors to enjoy their lunch or to play games, and includes football goals for informal play. This area is maintained as part of the Council's grounds maintenance contract.
- *Play Area* - The play area consists of a zip wire, slide, nest swing and toddler swings. Recent Pocket Parks funding enabled the team to add a new piece of equipment in early 2020 which was well received, whilst 2023 saw the zip wire replaced following the deterioration of the original.



- *Benches and seating* – Benches and seating are situated at points within the woodland as well as around the play area. All of these have been made and installed by the ranger team.



- *Easy Access Path* – The site benefits from an easy access path which links entry/exit points to the site from the North on Plantation Road/Sadlers Way, and the West on Nelson/Fairview Road. This pathway was improved as part of a project funded by the MHCLG' Pocket Parks initiative.
- *Waymarked Routes and Sculptures* – The site is adequately served by one waymarked route which is accompanied by a tree trail for education and enjoyment. There are three stone plinths present at key entry points on site, presumably from a past project, and the team have now installed a brand new chainsaw carved owl, similar to that shown below.



## Activities and Events

### Events

Each year our team organise and deliver outdoor events for the local community and visitors to the district to enjoy. These events are provided for a number of reasons, including promoting regular use and general awareness of our parks and open spaces, providing countryside education to the community, and helping to make the service sustainable into the future. They are a very valuable and enjoyable part of the work we do and we have been working hard in recent years to develop and diversify our offer to ensure that as many people as possible can access events which they enjoy.

Sadlers wood has traditionally not featured greatly in our events programme. However in recent years we have been making efforts to improve the offer as best we can within the limitations of the site, these being parking/access and lack of facilities. In 2023 we were able to deliver an



Easter Egg Trail themed around Wildlife Babies for local people to enjoy. This attracted 30 adults and 30 children.

### Activities

The team are looking at ways in which they can utilise the activity sheets produced for Holt Country Park for use at Sadlers Wood, this is likely to be via a downloadable copy available on the webpage as it is difficult for us to provide hard copies consistently to site. It is possible that the site could play host to externally provided activities and talks did take place regarding a possible small forest school group utilising the site. This however did not progress but could be an option for the team to pursue in the future.

### Safe Equipment and Facilities

The site and other features are formally inspected by rangers monthly and an itemised inspection schedule is completed, with additional (more informal) inspections carried out as part of their regular visits to site. Paths, artwork, bins, benches, structures, interpretation, trails etc. are covered within these inspections. Maintenance works are undertaken by the rangers who follow a monthly work plan based on the management plan and the inspections. All significant activities and operations are covered by risk assessments which are reviewed on an annual basis.

*The Play Inspection Company* carries out formal inspections of the park's play area and significant structures/sculptures on a quarterly basis, with reports returned to the Council's property services team for review and action.

The team were fortunate to secure capital funding in 2023 to purchase two new pieces of equipment for the service – a saw mill and Worky Quad (see right). Before use in a public space full training was provided for use of each, as well as appropriate RAMS being produced, and both pieces of equipment were added to the team's inspections. Finally, an appropriate service regime was put in place for both.

Risk assessments are carried out for all activities and events on site, including customer facing events and the Ranger's practical works. To support this the Leisure and Locality Services Manager and the Countryside Team Leader have both recently completed their 3 day IOSH Managing Safely qualification, and the Council's new Corporate Health & Safety Officer has been invited to site to review the team's health and safety documentation and practices.



### Personal Security

Of our three Green Flag sites Sadlers Wood suffers most with anti-social behaviour and related problems, although it should be noted that 2023 was a much better year with instances of anti-social behaviour and alike significantly reduced. In the recent past the team has dealt with issues surrounding mountain bikers, groups of youths behaving badly and motorbike use which have been reported by members of the public who felt uneasy about their presence and their actions. A working relationship has been established with the local police Safer Neighbourhood Team (SNT) in North Walsham. When instances of anti-social behaviour are experienced at Sadlers Wood, such as those described above, then these are reported to the SNT who will subsequently increase their presence on site to help to prevent recurrences. We have also been working on

practical ways to stop such anti-social behaviour, starting with the installation of barriers which aim to deter motorbikes from using the site. This approach seems to be working for the site, although does need constant monitoring. Although anti-social behaviour is not completely absent from Sadlers Wood it is extremely rare that there are occurrences whereby individuals are personally affected by it.

Emergency signs are in place on site by the main entrances, which cover the information required by visitors in case of emergency, including contact numbers for the ranger team and the main council offices. Rangers are fully first aid trained with forestry add-on and carry radios which operate off a multi-network sim system allowing for a much greater coverage than an ordinary mobile phone. All of the team also have an enhanced DBS check in place which is renewed annually, and the team all have standard issue uniform making them instantly recognisable to the public when on site.

The ranger's safety is supported by the use of the Council's chosen lone working system – peoplesafe, and their movements can also be tracked via the radio's they use.

## Control of Dogs

Sadlers Wood is used regularly by local people to walk dogs. Dog bins are provided on site where they can be effectively emptied by our contractor's staff. Regular checks are made by NNDC Environmental Protection Rangers and interpretation is placed throughout the site to inform visitors to clean up after their dogs. Public land in the district is covered by a Dog Control Order making it an offence for people not to clean up after their dogs. The regulations were introduced under the Clean Neighbourhoods and Environment Act 2005.

We are pleased to report that we receive very few complaints or reports of problems with dogs or owners, and dog mess is rarely a problem. Countryside and Environmental Rangers from NNDC continue to take a pro-active approach to controlling this to try to ensure that it does not become a problem. The Countryside team also utilise social media to continue to educate site users and locals.

Dog walkers are very welcome at all of our sites, including Sadlers Wood, but are reminded that they are expected to follow the countryside code:

*When you take your dog into the outdoors, always ensure it does not disturb wildlife, farm animals, horses or other people by keeping it under effective control. This means that you keep your dog on a lead, or keep it in sight at all times, be aware of what it's doing and be confident that it will return to you promptly on command.*



## Maintenance of Equipment, Buildings and Landscapes

### Litter, Cleanliness, Waste Management and Vandalism

The site is litter picked every two weeks and more often when needed. Dog bins are emptied daily in summer and twice weekly in winter by Serco, the Council's refuse, cleansing and grounds maintenance contractor.

For many years the general philosophy for our woodland and open access sites was not to provide litter bins where possible and to encourage people to take their rubbish home. However Sadlers Wood differs in being very close to a large residential area, being well used and forming part of the route to and from schools. In view of the volume of litter that often needs to be removed litter bins are provided. Whilst the bins partially address the litter problem there is still a need to carry out regular litter patrols, however even with regular patrols the volume of litter created at this site is an ongoing concern. The play area is well used but is a hot spot for litter. Additional bins have been provided in the vicinity of the play area. The Council's Environmental Health Team have arranged an extra 'deep clean' of the site each year to further try to help maintain a clean and tidy site. This is particularly important due to a larger quantity of litter on site which we have mentioned, and its tendency to end up in hard to reach places. In 2021 we installed a new double recycling bin on site to allow for the separation of recyclable waste for the first time, and this has proven to be a success.

Waste	Frequency of clearance	Removed by contractor.
Litter bins emptied	Twice a week or when necessary.	Serco
Dog bins emptied	When 75% full or when necessary.	Serco
Park litter picked	Once a week in summer or when necessary. Every two weeks in winter.	NNDC Rangers

Sadlers Wood does experience some vandalism, ordinarily in the summer months and in the form of camps, fires and graffiti. Countryside Rangers, Serco, Property Services and the Environmental Protection team are quick to act on any reports of vandalism. All instances of this type of site vandalism and damage are reported to the local SNT who have subsequently increased patrols and their presence on site. We have also utilised our social media channels to encourage local people to report any instances such as this through the correct channels. Our ranger team and our police contacts use the app *What Three Words* to identify where problems have arisen and where they may arise within the woods.

A long standing proposal exists to introduce *Woodland Wardens* to sites such as Sadlers where the Ranger presence is not as regular. The basic premise would be for the wardens to keep an eye on the site when they visit, report damage, clear litter and carry out any other pre-agreed tasks such as replenishing leaflets and carrying out transects, however these have yet to be introduced and are no closer than this time last year. These are not a priority at present but remain an option that we wish to investigate further when time and general capacity allows.

## Horticultural Maintenance

Horticultural management is carried out using a five year management plan which outlines conservation and forestry work for each compartment within the woods.

Utilising the work plan and ongoing guidance from senior members of the countryside team, appropriate work tasks are set each month/week to manage the woodland wildflower rides and grassland areas. Work tasks are adjusted to allow for changing weather, late seasons, wildlife habitats and breeding species. All conservation and grounds maintenance work is carried out by the countryside team, with the help of volunteers on an ad hoc basis where required. Our rangers are qualified to use a variety of machinery, brush cutters, tractors, chainsaws and chippers to maintain the country park, and they utilise conservation management techniques to maintain, protect and enhance wildlife biodiversity and habitats.

Areas around amenities and facilities are maintained for visitors using machinery in a sensitive manner, which has a lower impact on wildlife and which is suited for the time of year so it does less damage. For example we would use brush cutters selectively to cut overgrown grass without cutting the wildflower which are growing within – this can be seen around trail posts where the rangers will use trimmers and be more selective, leaving tussocks of grass and wildflowers for insects, butterflies and bees to use. No grass cutting is carried out within bird nesting season, when butterflies are feeding, breeding and laying eggs on plants, or in wild flower season.

Over the years selective grass cutting for the consideration of wildlife has proven very important. Grassland rides are brush cut in late September or October depending on the season, making sure that wildlife habitats are not disturbed. The cut grass is then raked and collected by the rangers and volunteers and used for reptile and amphibian habitat within the park. Over time this method of grass management has decreased the density of coarse rough grass allowing more wild flower species to grow for the benefit of all. The team work closely in conjunction with Serco, who are responsible for some of the grass cutting on site, to ensure that their methods support the wider work of the countryside service at this site.

The countryside team make sure that wild flowers are left until they have gone to seed so that they can naturally seed or be collected for planting. Leaving the grass cutting later in the season is important for reptiles and amphibians using particular areas for habitat. Wildlife habitats are always protected, this is a benefit for visitors who enjoy the variety of wildlife species within the park. Tractor grass cutting is carried out using a compact tractor with the grass cutting deck set higher to produce a conservation cut. This does not damage the rides, trees or grassland, and prevents areas being cut down to the ground, leaving important wildflower and invertebrate habitats. Selective areas of brambles, stinging nettles, and plant species are left for feeding butterflies, birds and mammals for food. If extra soil is needed, then this is obtained from the local green waste recycling centre, CJC Lee who work in conjunction with North Norfolk District Council. They produce high quality peat free soil conditioner from locally sourced natural material. Soil containing peat is not used anywhere on site.

Significant works have been carried out at Sadlers Wood in 2023 by the ranger team and the small group of volunteers, most notably the creation of butterfly and wildflower rides which is ongoing within the woodland. This work has seen the proliferation of wildflower species being established and growing, in particular the abundance of native bluebells which are enjoyed by many. Utilising the volunteers we have been working hard to control large areas of invasive species such as bracken and rhododendrons, also to help encourage the establishment of windflowers. We continue to leave selective areas of brambles, stinging nettles, and plant



species for feeding butterflies, birds and mammals. In 2023 volunteers discovered cowslip wildflowers growing within the orchard area which is an area being managed for the control of bracken, so it's encouraging to see everyone's hard work pay off with the reward of such a beautiful flower.

## Arboricultural Maintenance

Monitoring, maintenance and management of tree works is carried out by NNDC's ranger team in conjunction with the Council's approved tree services contractor – MJ Tree Services. The Council's tree management contract was re-procured in early 2022.

Regular informal tree surveys are carried out by the rangers, who have tree surveying qualifications, with the aim to highlight the decline, disease and the development of trees in a public space. Professional tree surveys within the woods and on the boundaries are carried out by MJ Tree Services at least every 18 months in order that all trees can be seen in and out of leaf throughout the seasons.

Works which are deemed high risk, require large or specialist machinery, involve climbing, or are situated next to amenities, property and other facilities are carried out by MJ Tree Services as part of their contract with us. All other works are carried out by the ranger team who all hold the relevant qualifications to manage and maintain the trees within the woodland, and all tree work is carried out within the recommendations of the British Standards for Tree Work BS3998 in order to ensure that trees can be maintained and managed for longevity, and to prevent the spread of diseases and pathogens. A high level of Bio security is implemented to prevent the spread of disease and pathogens in all NNDC woodlands including Sadlers Wood. Tree species for re stocking are sourced from approved suppliers only, and these have been grown in house or are purchased trees which have been grown in the UK and are proven to be free from disease – we do not use non-native species. To further our biosecurity measures we also always ensure that no cross-contamination occurs between the sites which we manage through thorough cleaning of equipment and machinery, and no dumping of plant material from one site to another. Grass cuttings and brash are always left on site and we monitor our sites carefully to ensure that the public do not dispose of their cuttings and alike on our sites.



Woodland management follows the standards and requirements set out in the UK Forestry standard documentation, and is managed taking into consideration the protection of wildlife and their habitats, as well as all legal protection regulations such as TPO, SSSI and protected wildlife species. Habitats, wild flower rides and glades are created for wildlife under the permission of a tree felling licence where the felling of trees is agreed by the Forestry Commission under certain regulations. This advises which species of tree can be felled, in what quantity and where, and outlines requirements of which tree species can be planted for restocking and the necessary density per hectare. The felling licence is valid for ten years from issue and detailed plans have to be submitted and approved before any felling of trees over a certain volume within a wood can occur. Sadlers Wood new felling license was issued in June 2020 and will allow for the future creation of more important habitats within the woods for wildlife, as well as creating and increasing wildflower rides, and creating

glades which have previously been lost by the encroachment of invasive species and lack of management. This also helps reduce competition and shading of species, allowing light and warmth into the woodland, thus creating space for mature species which produce seed for natural regeneration, and increasing the variety of habitats to produce a greater biodiversity of wildlife species.

The forestry commission has designed a programme which shows which tree species will be able to survive in the future due to climate change, so tree species within the woodland have been chosen for longevity and that will adapt to climate change to create a resilient and sustainable woodland. A mixture of species will be planted to be resistant towards diseases and pathogens, instead of having single species of tree planting all being lost to disease, for example Ash die back. Trees will be planted as mixed groups and tree species of a variety of ages encouraged to further sustain the woodland. Ancient and veteran trees are protected and have their own individual management to prolong their life.

Tree guards are used in appropriate areas to protect newly planted trees to prevent them from being eaten by deer and rabbits. Our ranger team now uses biodegradable tree guards across all of our sites. Timber is used by the rangers to make benches, way markers, signs, seats, shelters, flower beds and sculptures for use within the woods.

Extreme drought, prolonged downpours and more frequent high winds has affected trees of a variety of ages within Sadlers Wood, and we have seen a higher percentage of losses of trees compared to previous years as the trees struggle to cope with the weather and fend off disease. This has led to an increased amount of tree felling work.

Selective regeneration thinning work and felling of trees due to health and safety risks as required in the tree felling licence and management plan has provided good quality firewood and brash piles for wildlife habitats.

The countryside team in 2023 continued to work towards creating a healthy woodland for wildlife habitats, public enjoyment and sustainability for the future. In the past 12 months rangers and volunteers have helped restock losses of trees within selective parts of the woods.

In winter 2024 after the creation of each wildflower ride shown within the management plan, tree planting of small trees will continue between wildlife rides and mature trees to protect and keep woodland blocks snug. Sadlers Wood is being managed to allow the planting of a wider range of native tree species. A greater variety of native tree species will be planted within woodland blocks to reduce the high percentage of scots pine trees within the woods.

## Building and Infrastructure Maintenance

Sadlers Wood does not currently benefit from any buildings on site. The infrastructure that exists is spread across the site and includes notice boards, way markers, paths, a play area, benches, and a new owl sculpture. Rangers monitor all infrastructure as part of their management of our sites, carrying out weekly checks and full monthly site inspections. The ranger team will carry out most of the repairs as necessary. Where appropriate the Council's property services team will deal with larger repairs. Sadlers Wood is a site which does not have a ranger presence every day and as such we also have the facility on the Council's website for visitors to report damages and defects.



## Equipment Maintenance

Maintenance of equipment for public use is covered in the *Safe Equipment and Facilities* section found earlier in this report.

Equipment used solely by staff and volunteers is monitored and maintained by the ranger team. All equipment is kept on an inventory which details its condition (amongst other things) and this is updated bi-annually. Equipment which is identified as unsafe or passed its usable life, and cannot be fixed or maintained, is condemned and replaced (if required). More significant pieces of equipment such as brush cutters and chainsaws are maintained regularly by the rangers who hold the relevant qualifications to carry out this work, and a maintenance log is kept detailing the maintenance carried out. Where necessary local firms such as MJ Tree Services and Halls Power are utilised to support this maintenance work. Maintenance of equipment is covered within the relevant risk assessments.

## Environmental Management

### Managing Environmental Impact

NNDC has adopted a *Net Zero 2030 Strategy & Climate Action Plan – Setting a pathway for decarbonisation across the Council and the wider district*, which follows on from its Environmental Charter in 2021. The strategy and vision for this is summarised below:

*North Norfolk District Council intends to play a pivotal role in increasing both its and the wider district's ability to decarbonise. By setting an extremely challenging 2030 Net Zero target for our own operations, the Council will demonstrate leadership and ambition in the areas where it has most control. We will also support meeting the government's 2050 target, sooner if possible, within the district more generally. The Council will ensure that our efforts to reduce emissions do not undermine the essential services that we provide. To make sure that limited resources are focused where they can have the most significant impact, the action plan is focused on the major transformations that need to happen.*

[net-zero-strategy-document-v8.pdf \(north-norfolk.gov.uk\)](#)

As a service we have been supporting this work by investing in measures which increase biodiversity at Sadlers Wood, including significant support for the Council's 110,000 tree planting project which has now been completed. Supporting this project across four of our sites was done so for the following reasons/outcomes:

- Increased species diversity of trees to help protect against the threat of disease and pathogens which has been a greater problem in woodlands of fewer tree species.
- Planting trees of different ages, potential heights, densities and trees which are tolerant of shade and light.
- Planting new trees that are more tolerant to climate change. Also planting trees which provide more blossom, pollen and habitat cover for invertebrate species, birds and mammals. For example, planting trees which are the food plant of certain butterflies.
- To provide woodlands which will help continue sustain future wildlife communities
- Planting trees which will provide beautiful areas of quiet recreation.

Tree planting will continue at our sites going forward, with volunteer groups, the probation service and organisational away days all utilised to support this.

Further to this all Council officers will undergo Carbon Literacy Training in January 2024 to provide everyone with 'an awareness of the carbon dioxide costs and impacts of everyday activities, and the ability and motivation to reduce emissions, on an individual, community and organisational basis.' This training will be tailored to services to maximise the outcomes achieved and lead to an externally recognised accreditation.

All projects and significant decision making within the Council must now demonstrate that full Net-Zero considerations have been made.

Sadlers Wood, like all of our sites, will benefit greatly from this work in the coming years. In line with our synergistic approach to the management of our Green Flag sites much work is carried out on site for the positive benefit of the natural environment, including the provision of habitat piles, bird and bat boxes, and dead hedges to shield certain areas off.

### Waste Minimisation

Every effort is made to separate general waste from recycling on site by the rangers. In 2021 we installed a new double recycling bin to allow for recyclable waste to be separated by the public for the first time. Within the woodlands waste plant material is turned into compost for re-use, or chipped to make material for paths or mulch around plants.

### Chemical Use

Appropriate handling, use and storage of fuel & oil for machinery is considered at all times. Storage containers and any equipment which uses fuel and oil are regularly and thoroughly maintained as part of the team's maintenance schedules.

We do not use pesticides, insecticides or fertiliser within our sites at all. In the past sprays had been used for the removal of invasive plant species such as Rhododendron, however these are now removed by hand. This decision was made because using sprays proved to be ineffective, ecologically unsound and expensive, instead the roots are dug up and rhododendron destroyed.

The countryside team do not use concrete within conservation areas, if paths need upgrading aggregate is used which is found in the ground below, such as pebbles, flint and sand to stop contamination of the surrounding soil. This then does not change the local pH of the soil which is problematic to the growth of native wild flower species.

### Peat Use

Soil containing peat is not used anywhere on site, if extra soil is needed then this is obtained from the local green waste recycling centre, CJC Lee who work in conjunction with North Norfolk District Council. They produce high quality peat free soil conditioner from locally sourced natural material.

### Climate Change Adaption Strategies

The forestry commission has designed a programme which shows which tree species will be able to survive in the future due to climate change, so tree species within the woodland have been chosen for longevity and that will adapt to climate change to create a resilient and sustainable woodland. A mixture of species will be planted to be resistant towards diseases and pathogens, instead of having single species of tree planting all being lost to disease, for example Ash die



back. Trees will be planted as mixed groups and tree species of a variety of ages encouraged to further sustain the woodland.

The tree species database is also used to research characteristics of tree species identified for suitable proposed planting.

<https://www.forestresearch.gov.uk/tools-and-resources/tree-species-database/>

The ESC can be used to check species for future climate change scenarios for 2050 and 2080 for a certain location with regards to water holding capacity and different soil types.

<https://www.forestresearch.gov.uk/tools-and-resources/ecological-site-classification-decision-support-system-esc-dss/> .

Woodland material produced from tree felling is used to create invertebrate, amphibian and reptile habitats throughout the woodland, around perimeters of compartments which helps protect important wildlife areas and act as natural wind breaks. Planned planting of perimeters and boundaries will help protect the internal woodland from gale force winds which are increasing in number and force within the UK.

As our woodland sites and open spaces are located throughout north Norfolk and have no electricity supply our machinery is run using fuels; diesel, oil and petrol. These pieces of machinery are used to look after large areas of important conservation land, helping to increase wildlife biodiversity of species throughout. We await the day when chainsaw and garden machinery, tractors and work trucks can be designed to use sustainable fuel resources which are robust, work long hours and powerful enough for the task at hand, and we will continue to monitor advances in alternative energy supplies which we can utilise.

Our ranger team choose to work using methods that have the lowest impact on the surrounding environment, whilst remaining effective. Traditional alternatives such as hand tools are used for some operations, and this limits the use of machinery which emits carbon emissions and helps to keep traditional skills alive.

Timber is sourced from trees that have to be felled within the woodlands and all losses of trees are accounted for within tree planting plans. The recent conclusion of NNDC's tree planting project has seen over 110,000 trees planted within north Norfolk in the last four years, with a significant contribution into Sadlers Wood.



# Biodiversity, Landscape and Heritage

## Management of Natural Features, Wild Fauna and Flora

The woodlands are abundant with butterflies, mini beasts and flowers throughout the spring and summer months. In early spring the woodland is carpeted with bluebells. Current conservation management practices encourage the spread of this beautiful flower which helps feed many insect species. Habitat piles create perfect homes for many species of mini beasts, which help introduce families to wildlife on our event days. The new learning area on site will also support the educational side of our work for people who use Sadlers Wood.



The wood contains all common species of flora and fauna which breed and are resident. Their presence on site is fully supported by the ranger's practical management works which seek to protect and enhance their habitats. Wildlife known to reside at Pretty Corner are outlined in the table below.

<b>Amphibians</b>	Common newt. Common frog. Common toad.
<b>Butterflies</b>	Large White, Small White, Ringlet, Meadow Brown, Gate Keeper, Comma, Peacock, Red Admiral,
<b>Insects/ mini beasts</b>	Orange underwing, Labyrinth Spider, Crab Spider, Garden Spider, 7 Spotted Ladybird, Wasp Plumehorn, Brown Hawker, Red Headed Pine Sawfly
<b>Mammals</b>	Wood mouse. Common vole. Common and pigmy shrew. Grey squirrel. Foxes. Common and soprano pipistrelle bat.
<b>Flowers</b>	Nipple Wort, Bind Weed, Red Campion, Spear Thistle, Hog Weed, Bracken, Ragwort, Broadleaf Dock, Cats Ear, St John's Wort, Greater Plantain, Yarrow, Herb Robert, Yellow Arcangel, Fox-and-cubs, Danilion, Bluebell, Bramble
<b>Birds</b>	Robin, Black Cap, Blackbird, Song Thrush, Chiff Chaff, Chaffinch, Nut Hatch, Tree Creeper, Blue Tit, Great Tit, Magpie, Jay, Carrion Crow, Rook, Great Spotted Woodpecker, Long Tail Tit, Buzzard, Wood Pigeon, Collared Dove, Dunnock, House Sparrow
<b>Fungi</b>	Stinkhorn. Fly agaric.

### Bat and Bird Boxes

Bat and bird boxes have been installed throughout the site by our Rangers and volunteers.

### Woodland species

The Wood is predominantly a plantation of scots pine dating back to the 1950's but it also contains some veteran oak, sweet chestnut, oak and hornbeam trees. In spring the woodland floor is covered in a carpet of bluebells.

The fruit orchard planted in conjunction with *Orchards East* by our Countryside Team transformed two areas of Sadlers Wood into a wild tree fruit orchard. These were planted to encourage the local community to gather fruit from their woods and to improve the offer of the site. We have protected the existing trees, helping them to establish a good root system. Ongoing bracken control has reduced invasive species repressing the trees growing in the orchard. We have also seen an increase in the amount of wildflower species growing within the orchard – cowslip being one example, which is rare to Sadlers Wood. Due to vandalism to some of the original orchard trees, in a specific area close to the houses, we have reduced this area and allowed a wild shrub area to establish.



From June 2020 restocking of tree species on the land on which any felling took place must be adequately prepared for planting and planted with 50% pedunculate/common oak, 30% beech, 10% hazel, 5% hornbeam and 5% hawthorn. Planting is to be in robust groups under canopy gaps resulting from regeneration felling, to achieve not less than 1100 stems per hectare evenly distributed over the site.

Planting is to be in robust groups under canopy gaps resulting from regeneration felling, to achieve not less than 1100 broadleaved and 2250 coniferous stems per hectare evenly distributed over the site. These tree species will provide more habitats to support a greater wildlife diversity.

Sadlers Wood is managed using a five-year conservation and woodland management plan. The plan includes forestry operations and re stocking of tree species which correspond with an approved felling license issued by the Forestry Commission. The management plan is reviewed every five years.

Compartment areas and woodland ride maps for woodland and conservation management, along with a copy of the conservations and woodland management plan for 2024, are shown at the end of this document.

## Conservation of Landscape Features

The practical conservation and woodland management plan is designed to protect valuable historical raised woodland earth banks and ditches which can be seen throughout the woods. These once marked boundaries and acted to protect valuable areas of planting. The banks and areas of soil and leaf litter are left undisturbed. Paths are conserved throughout the woods and not disturbed by grounds management.

Historical areas of planted woodland which contain ancient and veteran trees are protected and managed for longevity. Many of these giants are recognisable land marks and known to many visitors. These include the Hornbeam tree, giant Sweet chestnuts trees and mature Oaks on the woodland trail.





## Conservation of Buildings and Structures

No buildings or structures exist which are of conservation significance at Sadlers Wood. Recently installed notice boards will need maintaining to ensure longevity of life, and these form part of regular inspections carried out by the rangers.

There are currently no significant plans to add any further buildings to this site. Our planned partnership development with local chainsaw carver Matt Darge has now started within Sadlers Wood thanks to the introduction of an owl sculpture. This will be monitored throughout 2024 to see how it is received and respected, with further additions considered to bolster the site's interest should it be a success.

## Community Involvement

### Community Involvement in Management and Development

Direct involvement in the management of this site by members of the community and/or community groups has traditionally been quite scarce. The biggest success in recent years came with NNDC's countryside team partnering with local volunteer group The Felbeck Trust to seek funding from the Governments Pocket Parks Scheme in order to:

- Install a new tree woodland trail with interpretation showing different tree species.
- Improvements to current play area.
- Create new wildflower areas throughout Sadler's wood. Through the University of East Anglia Orchard east project, plant a new Community Orchard in two set areas.  
[www.orchardseast.org.uk](http://www.orchardseast.org.uk)





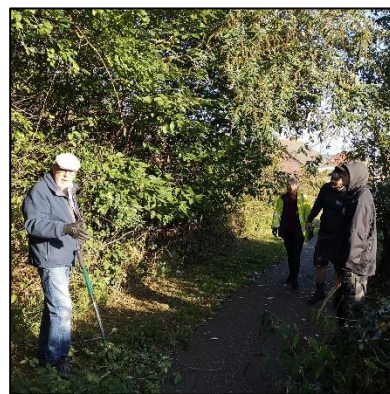
- Install more bat and bird boxes.
- Increase interpretation.
- Install and make a new Outdoor Learning Area with seating, mini beast area, seating area within the wood to engage with local groups and families.
- Improve the existing easy access path.
- Install new benches and seats.
- Tree planting throughout the woods.
- Community Fun Day, led by NNDC, supported by Felbeck Trust, to explain to the community what the project was about to recruit volunteers to help with project.
- Felbeck Trust to assist NNDC with community events.

This was to achieve the following outcomes:

- Improve the physical appearance of the existing park/develop a park on this site
- Increase the use of the park (more people visiting the wood) than before the project
- Increase the use of the wood by more people from different backgrounds than before the project
- Increase local people's satisfaction with the wood compared to before the project
- Increase the number of people who volunteer to work to support the wood compared to before the project
- Increase in the use of the park to bring people from different backgrounds together (social mixing) than before the project
- Improve bio-diversity and environmental impacts compared to before the project
- Improve wellbeing in members of the local community

The broad ambition for the project was to improve the whole of the site to benefit local residents, visitors and local wildlife; creating a lasting legacy of open green space within an increasingly developed urban landscape. The majority of the work was carried out by volunteers – both from the local community: Felbeck Trust, North East Norfolk Conservation Volunteers (NENCV), and Explorer Scouts, and corporate organisations: NOVA training, Easton College (part of City College Norwich), and Community Payback, where possible using traditional methods and materials. Contractors, working under the supervision of NNDC, were brought in to install play equipment and undertake other specialist work not appropriate for volunteers.

The scheme should be viewed as a success and is certainly the best example of direct community involvement at Sadlers Wood, with the outcomes really benefitting the site and its users greatly.



Subsequent community involvement has not been as forthcoming, mostly due to capacity within the team, but in recent years we took the opportunity to extend our popular Muddy Boots Volunteer Sessions to this site, and increased the number of sessions from once to twice a month at the end of 2023. The group is not as popular as our other Green Flag sites, however there are signs of growth, and with the team planning on attributing extra resources to this site in 2024 we hope that this group will really begin to flourish. These sessions are advertised locally via posters, flyers, social media and webpages. Please see most up to date flyer here:

The table below outlines the ideas put forward for 2023 to improve community involvement at this site. We have added a column to outline progress on each.



Community Group	Details / Involvement	2023 Progress
<b>Manor Road Primary School</b>	To help with the introduction of an education area within Sadlers Wood	Contact made, no response. It is believed that a forest school area exists on school site.
<b>Muddy Boots Volunteer Group</b>	Develop the small volunteer group to support practical management work and ad-hoc projects	Has shown growth and been increased to twice monthly.
<b>Woodland Wardens</b>	To keep an eye on the site and report issues and alike back to the ranger team. Also to litter pick on their visits	Not moved forward as yet.
<b>Fitness/Health &amp; Wellbeing Groups</b>	To establish regular monitored physical activity and health & wellbeing activities on site	This is part of our Locality Officers work in North Norfolk. On the action plan for 2024
<b>Norfolk Bat Group</b>	The Bat Group will undertake an annual survey and examine the bat boxes notifying us of their observations.	Planned to take place in 2024
<b>Corporate Tree Planting</b>	As part of the Council's 110,000 tree planting project Sadlers Wood has been identified for planting in winter 2023/24. We will be calling for corporate volunteer groups to join us to support this effort.	No corporate groups were forthcoming for this. Groups who were in contact unfortunately preferred our other sites where facilities exist.

In addition to the table above we will also continue to work with the individuals and groups who have previously been involved in our management works at Sadlers Wood, these are:

**Probation Service** – Previously known as The Community Payback programme, the Probation Service is utilised by the team for many different tasks, these include scrub clearance and other practical management works, and the installation of trails and other infrastructure. We have successfully worked with this scheme for a number of years now, although their return post-covid to full operations only happened in late 2021. It has been discussed to utilise the probation service at Sadlers Wood much more frequently in 2024 in order to balance out the lack of volunteers and other community engagement.

**Volunteer ranger** - In 2019 NNDC Countryside introduced a new volunteer ranger post to work with the countryside team. This provides the post holder with valuable work experience and training and the team with an extra person to help with the extensive range of practical work that is required across all of our sites. The team currently benefits from two volunteer rangers, one of whom is utilising the role to support his studies and the other to gain experience as he seeks a permanent paid role in the industry.



**Matt Darge** - Following a call for local sculptors and artists to get in touch to discuss possible collaborations Matt got in touch and we have struck up a very successful working relationship. Matt has now provided several carvings for Holt Country Park and in 2023 introduced his first piece to Sadlers Wood.

Overall we are fairly happy with the community involvement we are seeing at this site, but we are aware there is always room for improvement. This does have to be carefully balanced with the expectations of the service as a whole, however the imminent introduction of a full time Assistant Countryside Ranger will hopefully allow new ways of working within the team and extra resource to put into the site.

### Appropriate Provision for Community

We believe that the provision at Sadlers Wood is of great benefit to the local community, many of whom rely on it as their only accessible local green space. However we are acutely aware of the changing needs and requirements of the community when it comes to public woodlands and greens spaces, particularly in the current climate. We are very aware of the often vastly differing views of the general public and site users as to the approach to management and expectations which exist. It is important that we manage the site in a way which is appropriate for the community, but also for the site and the service. In 2021 we carried out user surveys across our three Green Flag sites, including Sadlers Wood, to help us understand the areas which should be prioritised with respect to improvements and developments, as well as to understand the types of user we serve.

- The vast majority of respondents were regular visitors of over three years
- Leisure walk, getting some fresh air and enjoying the scenery were the reasons given most for visiting the site
- Most people attend site with family members, but the site is also well used by dog walkers
- People visit the site all year around, with no particular season being more popular than another
- 85% of respondents access Sadlers Wood by foot, with 87.5% living within 15 minutes of the site
- 52% spend less than an hour on site per visit, whilst a further 45% spend between 1 & 2 hours
- The top 3 most important site qualities to visitors of Sadlers Wood are cleanliness, wildlife & biodiversity and tranquillity
- The highest rated (very good or good) site qualities for Sadlers Wood were Wildlife and biodiversity, tranquillity and views.

- Improvements and additions which the respondents would like to see most were more benches & seating, improved interpretation and installation of sculptures
- 3 times more females completed the survey than males

The headline results from the survey were released via this article - [Home | What do residents like about our Country Parks? \(north-norfolk.gov.uk\)](#) – and the team have been utilising these when considering what improvements to make. It was noticeable with Sadlers Wood that there were much fewer high ratings with regards to site qualities than our other two sites and, although all of these qualities were not necessarily identified as very bad, this shows that we have areas to improve upon. We are also aware that although a sample size of 40 respondents does give us a good idea of people’s thoughts, needs and wishes, it may also not represent all the users of this site. The final question on our survey allowed respondents to give their own comments about Pretty Corner, here are a few:

- *A lovely, peaceful, tranquil setting - love it to walk the dog with my grandchildren.*
- *This is a fantastic wood which changes through the seasons, it currently looks beautiful with the bluebells!*
- *Concern over motorcycle using the woods, bins and glass on the park, other than this me, my daughter and my dog will still continue to go to the woods as it’s so lovely.*
- *We visit with young children and it can be very difficult if they need the toilet. We don't drive so can't just get something from the car or go home easily.*

This year will mark three years since the last visitor survey, therefore we will be seeking to re-issue these in 2024 in order to gauge some more up to date evaluations. To enable us to see how we compare to the previous surveys it is proposed that these will remain virtually the same, with some minor amendments or additions where required.

## Marketing and Communication

### Marketing and Promotion

The vision for Sadlers Wood is to provide a high quality open space for the local community to enjoy. Unlike our other sites Sadlers Wood is not used often by holidaying visitors, with local residents the key user group. The site is managed to ensure that it meets the needs of these local residents within the scope of its offer. The Countryside service does not exist to make a profit (although making the service as sustainable as possible is critical) and therefore creating opportunities and a setting which serves the community is the most important thing. We are aware that Sadlers Wood is slightly different to our other woodland sites in terms of offer and user groups, and this plays a part in our management decisions at this site.

### Appropriate Information Channels

#### **Social Media Accounts**

With Holt Country Park providing the main base for the team, social media accounts for the service were set up using this site:

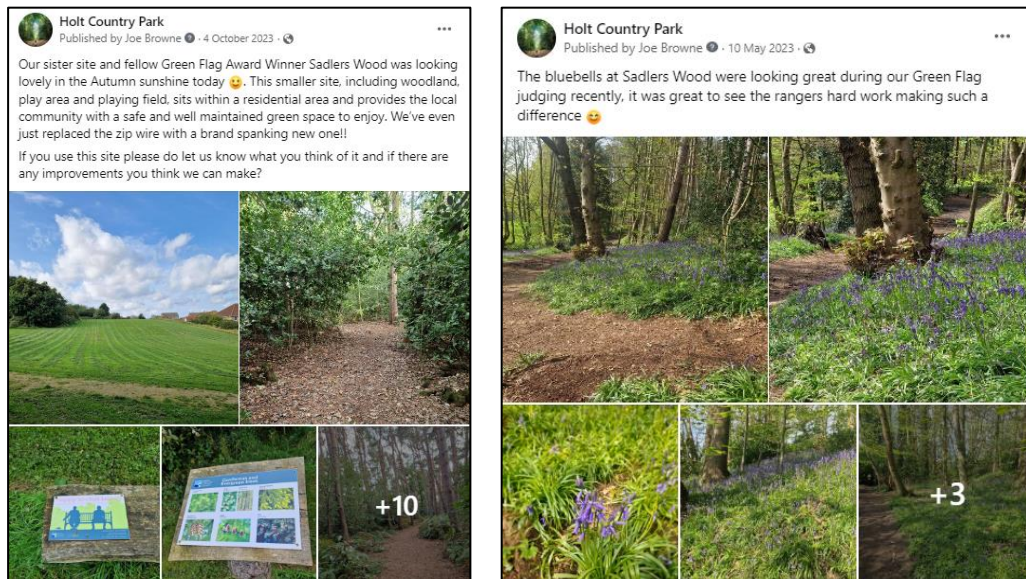
- Facebook      /HoltCountryPark
- X                    @CountryHolt

Site specific social media channels have not been created for Sadlers Wood due to capacity within the team. It is the team’s belief that an underused social media account, which would be



difficult to monitor effectively, is of more detriment than support to the site and the service. Therefore Sadlers Wood updates are provided via the Holt Country Park accounts, as well as through local community Facebook pages such as ‘North Walsham Community Noticeboard’.

Since its launch four years ago the Facebook page has now attracted 6206 followers (+590 in the last year) and achieves good engagement throughout the year. These accounts (particularly Facebook) have proven to be a great asset to the site and the service in general, and they are supported by the Council’s corporate social media accounts. Salders Wood updates are provided periodically during the year. Some examples of social media updates from the recent past include:



The service X page is utilised much in the same way but with slightly less reach and engagement. The audience for X differs from Facebook with the majority of engagement coming from businesses and professionals in the industry. This engagement with other local businesses and organisations has been particularly useful for the organic dissemination of park information and updates.

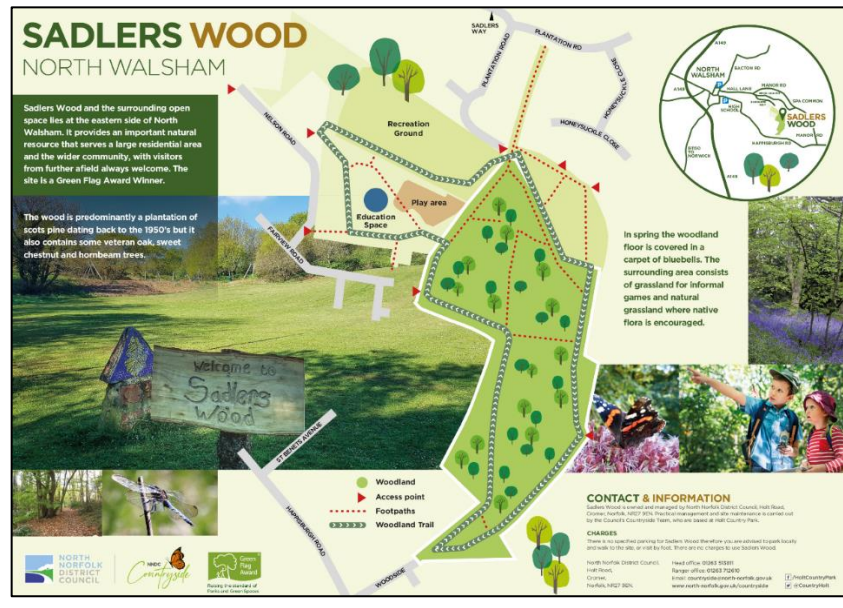
Overall we are pleased with the effect that both social media channels have on our work and will continue to use them as much as we can to continue to promote an inform.

### **Park maps and interpretation**

One of the major improvements in recent years was the introduction of a new look site map and flyer. Following the introduction of the waymarked trail and the completion of other site improvements we arranged for a completely new site map and flyer to be produced by local designer Brendan Rallison.

This map and flyer replaced the old versions which were introduced a number of years ago and reflect the up to date approach that the team are taking to managing the site. As we continue to develop the site in the coming years we are now also able to easily edit both the flyer and the map to reflect these changes, ensuring that information is kept right up to date for our visitors. We are delighted with how this has turned out and we have repeated this process at both of our other two Green Flag sites to continue our synergistic approach to management of our Green Flag sites. A copy of the flyer can be found here - [sadlers-wood-leaflet.pdf \(north-norfolk.gov.uk\)](https://www.north-norfolk.gov.uk/sadlers-wood-leaflet.pdf)

Sadlers Wood has also benefitted from the installation of a new notice board by each of the two main entrances to the site. These notice boards include a large copy of the new site map, and room for 4 A4 information posters in a locked compartment which include such things as emergency details, event posters, management information and alike. Site maps are available to visitors too.



Newly designed interpretation has now been installed as planned and in response to the feedback we have received. Examples below.



**Promotional Flyers**

Promotional flyers are utilised on site, within a specially created leaflet ‘home’, and on the social media platforms mainly to promote events. We believe that these are still a valuable component of our marketing efforts and will continue to use them as and when appropriate. Through the utilisation of the Holt Country Park (service) Facebook page, alongside the on-site flyers and posters, we were able to attract good coverage of our event at Easter

**Green Flag**

Our flag pole is positioned on the playing field at the entrance from Sadlers Way and next to one of our notice boards. This is prime position for nearly all visitors to the site.

**Booking Page**

Full details of events are listed on the Council’s in-house booking page - [Outreach Bookings : Availability \(north-norfolk.gov.uk\)](http://north-norfolk.gov.uk/outreachbookings)



This booking page receives traffic from people wishing to book onto a specific event and also from people who are simply interested to see what is on offer. All events are listed on this page.

### **Media**

The countryside service works in close collaboration with NNDC's communications department to ensure that all messaging reaches as many people as possible. This has included internet articles and videos, newspaper articles and radio interviews. We are very lucky to have the support of this excellent team and there is no doubt in our minds that they should be considered to have played a large part in our recent success.

### **Appropriate Educational and Interpretational Information**

Sadlers Wood has the ability to cater for the educational needs of its visitors effectively within the scope of the site.

*Facebook/Twitter* – Social media is often used to provide educational information about our sites. For example we have posted information about adders in the past, as well as warnings about the dangers of fires within the woodlands.

*Events* – The vast majority of our events for families are provided with both a fun and educational element. Often a trail will include questions to answer from information boards on the way around. The Wildlife Babies Trail at Sadlers Wood in 2023 did exactly this.

*Interpretation* – found around the site our interpretation provides information about flora and fauna, as well as some history and other interesting facts. We also try to include temporary interpretation when carrying out certain management work on site to help people understand what work is happening and why. In 2020 we introduced the site's tree trail which helps visitors to identify the trees on their walk.



## Action Plan

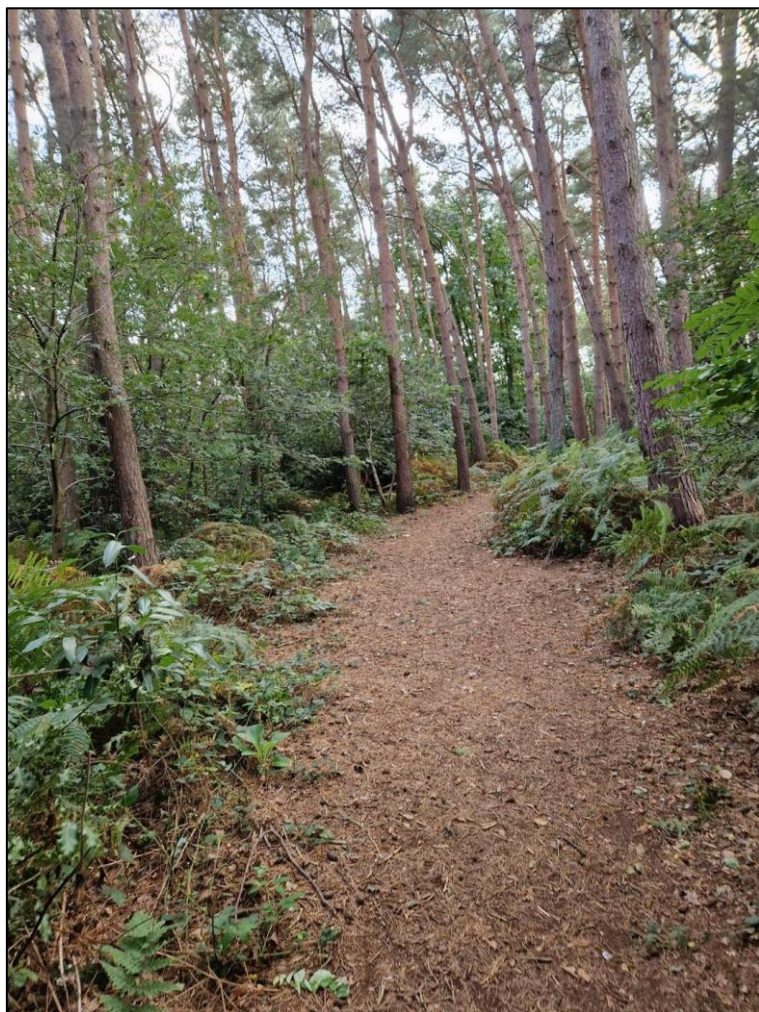
The action plan below outlines the planned works at Sadlers Wood in 2023. The plan was based on Green Flag and visitor feedback, corporate aims and objectives, and ranger input. The plan is not exhaustive and remains fluid due to the fast paced and reactive nature of our service and the work we do. Only new or significant works are listed in this plan, with general park management and maintenance being completed by the team as normal alongside this. . We have updated the table with notes outlining the progress with each. 2024's action plan is provided beneath this.

Improvement/Addition	Responsible	Proposed completion	Notes
Further wildlife surveys	Rangers/Volunteers	2x in 2023	Ongoing – results available for next year's review
Improve school/community involvement	CB/AG	End of year	School group has proven difficult but community involvement is improving
Build on site events	CB/AG	Aug 23	Ongoing
Install more permanent interpretation	Rangers	Jun 23	Complete – more to follow
Improved waymarked trail	Rangers/volunteers	Sept 23	To be completed by Easter
Promote muddy boots group to wider audience	AG CB GM	Jul 23	Complete – will continue
Contact identified community groups	AG	Jul 23	Not complete
Install minimum of one new sculpture or new feature	All	Dec 23	Complete
Continue to create wildflower and butterfly ride through the woodland as specified within work plan	Rangers/Volunteers	Dec 23	Complete
Tree planting of native species on perimeter of woodland rides and specified within work plan.	Rangers/Volunteers	Dec 23	Complete
Ranger led event for local schools to encourage using Sadlers wood.	Rangers/Volunteers	Winter 23	Not complete – capacity didn't allow

Improvement/Addition. Sadlers wood	Responsible	Proposed completion
Continue wildlife surveys	Rangers/Volunteers	2x in 2024
Build on site events – target 2 extra	CB/AG	Aug 24
Create more wildflower areas by control of invasive species. Open glades.	Rangers/volunteers	Dec 24
Continue to create wildflower and butterfly ride through the woodland as specified within work plan	Rangers/Volunteers	Dec 24

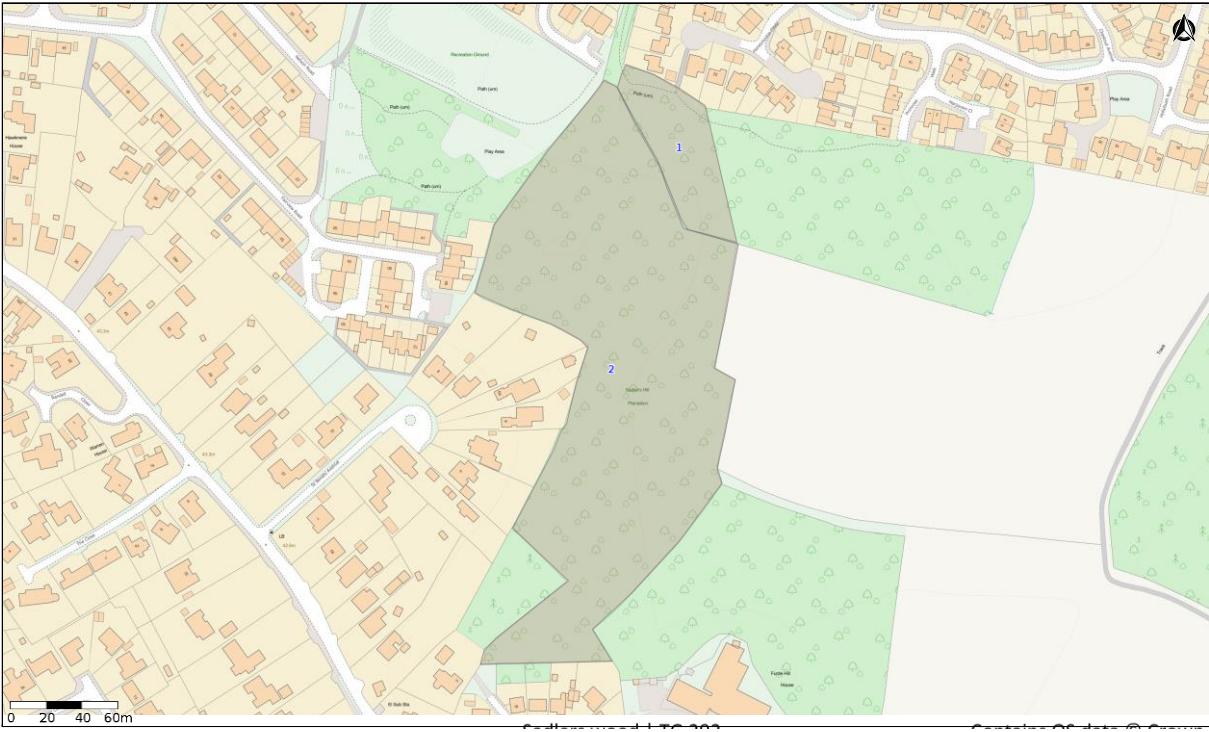


<b>Continue tree planting of native species on perimeter of woodland rides and specified within work plan.</b>	Rangers/Volunteers	Dec 24
<b>Ranger led event for local schools, residents, community groups to encourage more use of Sadlers wood.</b>	Rangers/Volunteers	Winter 24
<b>Maintain and improve orchard/wildflower area.</b>	Rangers/volunteers	Winter 24
<b>Maintain and improve education areas</b>	Rangers/volunteers	Winter 24
<b>Monitor and Maintain Infrastructure on site</b>	Rangers	Monthly
<b>Improve external group and community involvement as per table</b>	CB/Ranger	Dec 24
<b>Investigate and introduce new and increased revenue generating ideas to the service</b>	CB/Rangers	Summer/Autumn 24
<b>Complete visitor surveys</b>	CB	Sept 24
<b>Install more permanent interpretation throughout the woodland trail.</b>	Rangers/Volunteers	Winter 24



# Conservation and Woodland Management Work Plan

Please see conservation and woodland management plan below, for forestry operations and re-stocking please see corresponding tree felling licence.





Conservation management plan, 2024. To correspond with tree felling licence for Sadlers Wood.

COMPARTMENT	YEAR	Ride Number	ACTIVITY/OPERATION 2024/2025
1	2024/25	1b	<p>Brush cutting of amenity areas when required.</p> <p>Protect and maintain wild flower margins and areas.</p> <p>Brush cutting of wild flower rides to reduce brambles and encourage wild flowers to spread such as bluebells.</p> <p>Protect and provide habitat areas for/used by amphibians and mini beasts.</p> <p>Control invasive species.</p> <p>Survey flora and fauna species.</p> <p>Maintain boundary hedge of native trees using species as in restocking list around site.</p> <p>Maintain tree planting and replace losses</p> <p>Wild flower sowing and planting where required.</p> <p>Bat survey. Maintain bat and bird boxes throughout compartment on softwood trees only</p>



2	2024/2025	1a, 1c, 2	<p>Brush cutting of amenity areas when required.</p> <p>Winter tree planting as shown within felling licence for compartment 2.</p> <p>Brush cutting of wild flower rides to reduce brambles and encourage wild flowers to spread such as bluebells.</p> <p>Protect and maintain wild flower margins and areas.</p> <p>Survey flora and fauna species.</p> <p>Protect and provide habitat areas for/used by amphibians and mini beasts.</p> <p>In autumn cultivate and re sow the wild flower of ride on right hand side with native wildflower seeds. Please refer to management plan wildflower creation rides. Ride number</p> <p>Control invasive species.</p> <p>Bat survey. Maintain bat and bird boxes throughout compartment, reinstall on softwood trees only. Maintain trees and boundary perimeter hedge of native trees using species as in restocking list around site. Replace losses of trees.</p> <p>Wild flower sowing and planting where required.</p>
2	2024/2025	3	<p>Maintain wildflower margin, glades beside ride 3.</p> <p>Winter tree planting as shown within felling licence for compartment 2.</p> <p>Brush cutting of amenity areas when required.</p> <p>Control invasive species.</p> <p>Maintain trees using species as in restocking list around site.</p> <p>Wild flower sowing and planting where required.</p> <p>Maintain boundary hedge of native trees using species as in restocking list around site.</p>

			<p>Maintain tree planting and replace losses.</p> <p>at survey.</p> <p>Maintain bat and bird boxes throughout compartment, reinstall on softwood trees only.</p>
2	2024/2025	4	<p>Maintain orchard, replace losses elsewhere.</p> <p>Maintain mini beast conservation area for use for mini beast hunts in the education area. Survey species, if there is a decline in species, ground too dry, rest area from use and choose new site for mini beast area within block.</p> <p>Maintain wild flower margins throughout compartment.</p> <p>Wild flower sowing and planting where required.</p> <p>Survey compartment</p> <p>Maintain bat and bird boxes throughout compartment, reinstall on softwood trees only.</p> <p>Maintain wildflower area on banks surrounding playing field.</p> <p>Maintain shrubs around field margins.</p> <p>Brush cutting of amenity areas when required.</p> <p>Control invasive species.</p> <p>Maintain boundary hedge of native trees using species as in restocking list around site.</p> <p>Maintain tree planting and replace losses.</p> <p>Winter tree planting as shown within felling licence for compartment 2.</p>

## Approved Felling Details:

### Part 1 - Description of the trees to be felled

Property: Sadlers wood

Name of wood: Sadlers wood

Local Authority: North Norfolk District Council

#### Approved Felling Details:

subcpt or coupe	Type of operation	Marking of trees	Area ha	Total number of trees	Estimated volume m³	Species	Felling site,
1	Regeneration Felling		0.15		10	Scots pine / European larch / sycamore /	
1	Thinning		0.16		6	Scots pine / European larch / sycamore / silver birch	
2	Regeneration Felling		1.34		80	Corsican pine / Scots pine / European larch / sycamore / silver birch	
2	Thinning		1.34		40	Corsican pine / Scots pine / European larch / sycamore / silver birch	

### Part 2 - Restocking Conditions

Condition A: Restock on felled area.

The following conditions apply to the licenced felling in Cpts 1 & 2, Sadler's Wood.

1. Before 30th June 2026 the land on which the felling took place must be:
  - a. Adequately prepared
  - b. Planted with 50% pedunculate/common oak, 30% beech, 10% hazel, 5% hornbeam and 5% hawthorn. Planting is to be in robust groups under canopy gaps resulting from regeneration felling, to achieve not less than 1100 stems per hectare evenly distributed over the site
2. For a period of 10 years from the planting:
  - a. The plants must be protected against damage and be adequately weeded.
  - b. Any failure or losses should be replaced as necessary to provide a stocking of not less than 1100 stems per hectare evenly distributed over the site.
  - c. Any area of conditional felling must be maintained in accordance with the rules and practice of good forestry.

Advisory information and guidance:

Any natural regeneration of tree species that occurs during the restocking period may be accepted and managed to form part of the final species composition at establishment



## Site Risk Assessment

Risk Assessment	NNDC Woodland operations.	
Service	Countryside & Parks	
Date	January 2024	
Activity	NNDC woodland operational activities	
Assessor(s)	Anne-Marie Gedge	

Hazard	Who might be harmed & how	Existing Controls	Further Action Required	Justification
<b>Slips, trips and falls</b>				
Footpaths (natural and man-made), fallen branches, steps, ditches etc.	Visitors, staff, volunteers.	<p>When working NNDC staff site check, mark / sign routes and diversions of paths where appropriate on WT land.</p> <p>Staff advised of possible hazards in advance of and/or immediately and advice on appropriate PPE.</p> <p>Work checked by senior supervisor, advise staff.</p>	<p>Site checks of work area before start of work, during and after.</p> <p>Reinstatement of ground/area is required to prevent slips, trips and falls.</p>	Regular on-going management of sites.
<b>Poisonous plants and wild animals</b>	Visitors, staff, volunteers. (cuts, bites, abrasions leading to infections and ill health)	<p>Advise staff of potential hazards in advance and/or immediately prior to start of operational works.</p> <p>Warning / educational information about specific plants and animals provided in advance and at time of activity.</p> <p>Wildlife with potential to harm, handled only by trained expert or staff with training.</p>	<p>Identification, marking and control of poisonous plants</p> <p>Additional training for staff for identification of fauna and flora species if required.</p>	On-going and regular assessment and management of sites

Hazard	Who might be harmed & how	Existing Controls	Further Action Required	Justification
		<p>First Aid kit carried.</p> <p>Protected wildlife not to be deliberately injured, harmed or killed. Care taken to protect all wildlife, flora and fauna on site and their habitats.</p>		
<p><b>Zoonosis</b></p> <p>Leptospirosis</p> <p><i>E. coli</i></p>	<p>Staff, volunteers and visitors</p>	<p>Warning / educational information about specific zoonosis given prior to operational work.</p> <p>Good hygiene practices must be carried out. Particularly at meals.</p> <p>Hand washing facilities or cleansing materials (hand gels) available.</p> <p>Cuts and grazes covered, particularly when working / studying near water. Correct PPE required for pond management works. No long working of staff in ponds/aquatic areas.</p> <p>Staff required to be in charge of their own health and safety.</p> <p>Mobile phone and first aid kit to hand for emergency. Notify senior staff of working location point.</p>	<p>Permission required from land owner to work on ponds and aquatic areas.</p>	<p>Prevent sickness, including food poisoning</p>
<p><b>Equipment and tools</b></p>	<p>Staff, volunteers and visitors.</p> <p>Injuries caused by malfunction</p> <p>Injuries caused by misuse</p>	<p>Instruction provided to staff and training on safe use and operation of equipment by staff that are trained to do so.</p> <p>Inspect tools before use – repair or replace defective equipment.</p> <p>Appropriate tool or equipment used for job in hand</p>	<p>Maintain supervision of activity for damage and misuse.</p> <p>Remove and deactivate defective equipment.</p>	<p>Prevent injury and miss use of tools.</p>

Hazard	Who might be harmed & how	Existing Controls	Further Action Required	Justification
	<p>Working too close together, make sure there is enough safe working distance</p> <p>Scratches and stings from vegetation</p> <p>Blisters</p>	<p>Tools kept clean and sharp by staff.</p> <p>Care to be taken of blades and cutting edges, training prior to use of equipment by trained staff.</p> <p>PPE provided and to be worn where appropriate (e.g. gloves, eye protection).</p> <p>Materials from approved stock and in good working order as to not cause injury.</p> <p>Staff required to be in charge of their own health and safety.</p> <p>Mobile phone and first aid kit to hand for emergency. Notify senior staff of working location point.</p> <p>Volunteers to be supervised at all times by a competent person(s)</p> <p>Do not work within 5m of other(s)</p> <p>Keep public away from working area where possible using hazard tape or appropriate barrier.</p>		
<p><b>Environmental Hazards</b></p> <p>Extreme weather issues</p>	<p>Staff, volunteers and visitors.</p>	<p>Weather conditions monitored in advance of work, activity, event.</p> <p>Operational work activity stopped by staff if weather likely to be or becomes hazardous (e.g. lightning, high winds heavy rain)</p> <p>Remove damaged trees, debris prior to work for safe working areas.</p>	<p>Work operational activity cancelled or reduced in scale if weather too severe. Inform the land owner of any hazards within the woods, removal of trees etc. Changes in landscape.</p>	<p>Safety of staff, visitors and other participants – site conditions may deteriorate.</p>

Hazard	Who might be harmed & how	Existing Controls	Further Action Required	Justification
		<p>Treat / clear ice or snow where necessary.</p> <p>Cancel work/activity if health and safety of participants is at risk under hazards from environmental conditions. Trained staff to decide or ask line managers, health and safety officers.</p>		
<p><b>Transport</b></p> <p>Moving vehicles, car parks</p>	<p>Staff, volunteers, visitors.</p>	<p>Ensure parking arrangements free from external hazards. Staff to monitor and manage events, working activities.</p> <p>Staff responsible for own parking, driving on site entering and leaving. Reinstate paths which have been damaged by vehicles which visitors cannot use.</p> <p>Footpaths keep pedestrians away from traffic as best possible. Close off areas to visitors where vehicles are in use for woodland operations.</p> <p>Staff required to be in charge of their own health and safety.</p> <p>Mobile phone and first aid kit to hand for emergency. Notify senior staff of working location point.</p> <p>Do not use vehicles if they are damaged, not operational of the required working safety standard.</p>	<p>Close car park to visitors if woodland operations are deemed to cause hazards within these areas. Staff to monitor and control. Close off working areas to visitors when using vehicles. Re-direct arrows, provide maps if required.</p>	<p>Prevent accidents.</p>
<p><b>Missing Person(s)</b></p>	<p>Staff, volunteers, visitors.</p>	<p>Staff aware of each other's location on site at all times. No long working whilst using machinery. Report to senior staff of working location, during of time and when leaving site.</p>	<p>Staff and volunteers aware of location of site, working area. Given maps and pre site check.</p> <p>Maps for visitors.</p>	<p>Prevention of missing/lost people. Lost/missing person found.</p>



Hazard	Who might be harmed & how	Existing Controls	Further Action Required	Justification
		<p>Lone working staff, report to senior staff start of work and leaving site, area where they are working. Type of work they are carrying out.</p> <p>Lost child found on site. Looked after by trained staff with appropriate DBS check. Inform the police of loss child if no carer/parent seen. I</p> <p>Missing adults. Inform the police and ask for guidance. Staff to have mobile phones. First aid kit. Inform the police of missing/lost person.</p>	Inform the police of missing/lost persons.	
General, miscellaneous	Staff, visitors, volunteers.	<p>Staff have mobile phone at all times or access to emergency phone number.</p> <p>Weekly sheet in office of staff locations. Senior staff to be aware of colleague general working locations</p> <p>Children must be supervised by an authorised adult at all times – advance notice to parents / supervisors</p> <p>First Aid kit carried at all times where appropriate by trained staff. First Aid to be carried out under the permission of the said person who requires it or person who is authorised. Call 999 in an emergency.</p>	Changes to working schedule to be reported between managers and staff.	Staff and visitor safety.
Litter picking	Staff, volunteers and visitors	<p>Operatives to be adequately instructed in activity by trained staff.</p> <p>Long working, staff to report of start of work, end of work and leaving site and location of works. Every time on site.</p>	Litter picking by volunteers ok but any hazards must be dealt with by trained NNDC staff.	Protect all.

Hazard	Who might be harmed & how	Existing Controls	Further Action Required	Justification
		<p>Gloves to be worn and required PPE.</p> <p>Litter picking tool to be used to minimise picking up objects by hand</p> <p>Frequent litter picking to avoid dealing with large quantities at a time. Bins to be emptied regularly by contractor</p> <p>Only trained staff to use sharps box for safe containment of sharp objects and handling with correct PPE. Contact NNDC Environmental health and report immediately.</p> <p>Rubbish to be contained in bags properly tied and appropriately disposed of. Do not lift bags that are too heavy not person carrying them.</p>		