

Mobile Garden

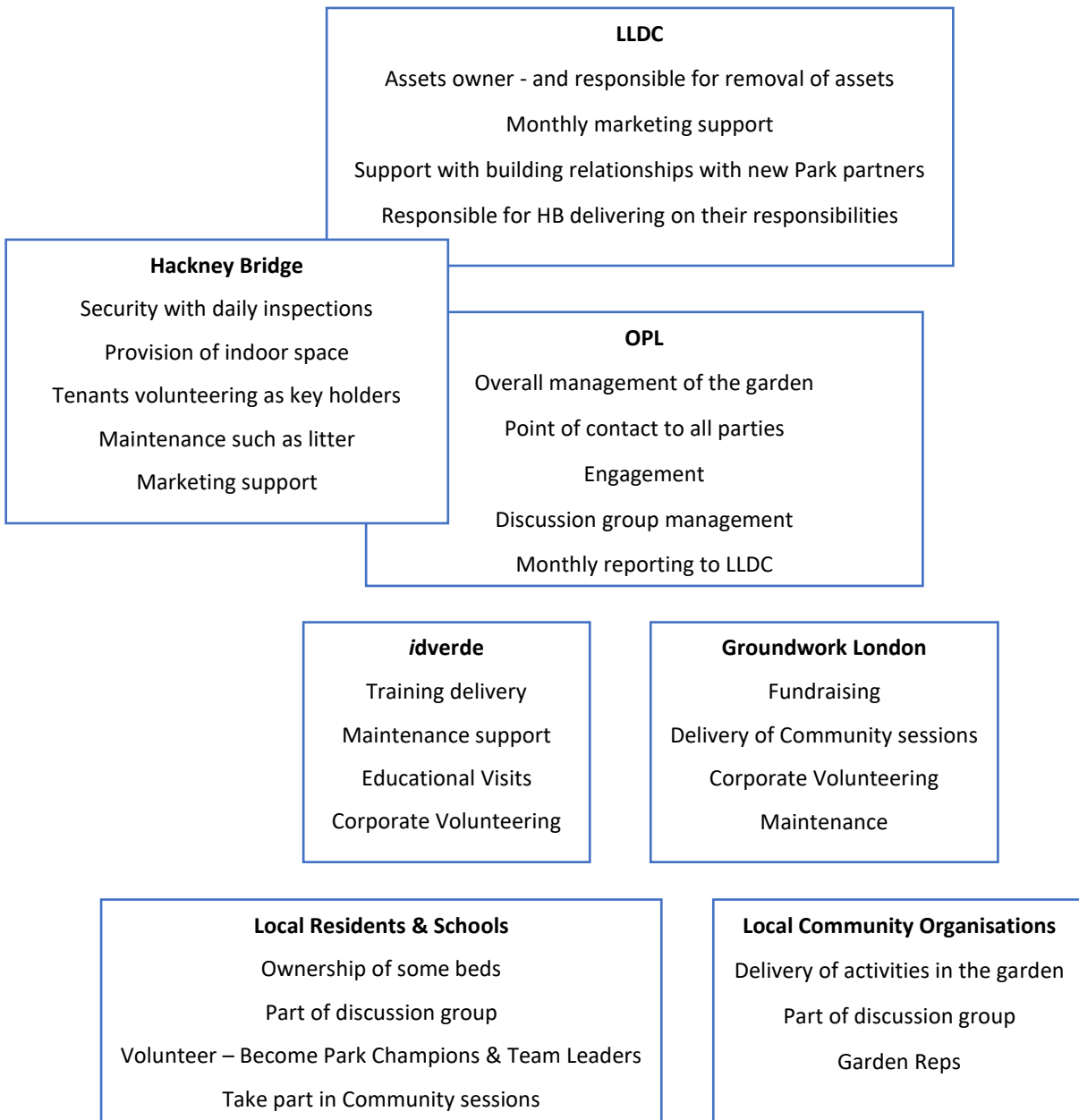
January 2024-April 2025 Proposal*

*This proposal is subject to funding.

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1. Proposed structure and responsibilities



Garden reps will be trained and responsible to open the garden.

- All non-Park Champion reps to be hyper local from surrounding neighbourhoods who can walk easily to the site. Focus on Wick Village, Trowbridge, Wider HW, EWS, HB Tenants, school parents Mossbourne and Gainsborough
- HB tenant reps to commit to opening the garden for a half day at least 4 times a year (can be more)
- Total reps no. - minimum of 6 (not including PC)
- Resource need - call out development(2hrs), engagement time (10hrs), selection time (2hrs), training and induction time (3hrs)
- Reps to commit to one year, in post from 1st April 2024 to 31st March 2025

Allotment users will be Local residents selected to make use of shared allotment beds.

- All allotment users to be hyper local from surrounding neighbourhoods who can walk easily to the site. Focus on Wick Village, Trowbridge, Wider HW, EWS, HB Tenants, school parents Mossbourne and Gainsborough
- Total allotments available - minimum of 10 based on current layout of garden below.
- Resource need - call out development(2hrs), engagement time (10hrs), selection time (2hrs), training and induction time (3hrs)
- Residents to commit to one year, in post from 1st April 2024 to 31st March 2025

Community Activities will be run by selected community organisations.

- Call out to local community organisations who's activity benefits communities on the Park or surrounding 4 boroughs. Proposals to run community wellbeing activity in the garden (likely not using beds). Aims: to support community cohesion, encourage new audiences to the garden, wellbeing, introduction to gardening/ green spaces.
- Funding- opportunity from LLDC to bid for £1K per project
- Total activities no – would aim to have at least 5 organisations involved
- Resource need - call out development(2hrs), engagement time (10hrs), selection time (2hrs), training and induction time (3hrs)
- All organisations to provide risk assessments and insurances for their activities.
- Activity - one off to run at some time between April- June 2024 (can run longer but no funding for this)

Programming - aim to take on feed in information from call outs, engagement, meetings and interest Jan-March and finalise a programme for year ahead by end of March, with more information feeding in quarterly. Programme will include all activity in the garden as well as allocating beds. Live programme will be reviewed monthly.

Community Gardening sessions will involve food growing, nature crafts, garden care and how to build garden features. These will vary seasonally to adapt to the needs.

Engagement

- Aim to have 2,000 attendees to activities taking place in Mobile Garden, across all delivery partners, between January 2024 and March 2025.
- Minimum 30% people engaged overall to be hyper local residents from surrounding neighbourhoods who can walk easily to the site. Focus on Wick Village, Trowbridge, Wider Hackney Wick, Eastwick and Sweetwater, Hackney Bridge tenants, school parents Mossbourne and Gainsborough.



2. Proposed calendar*

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2024	Mobilisation Fundraising Engagement – call out for garden reps, residents allotment interest, community activities & group discussions Monthly sessions Training Maintenance & prep for sowing season Monthly reporting			Continued engagement Further fundraising required? 3 sessions over 2 days weekly by Groundwork London** Mossbourne Afterschool sessions** Local organisations using the garden as an outdoor space for their activity** Garden open several days a week unsupervised** Educational Visits** Monthly reporting Start end of asset planning in September 2024								
2025	Continued engagement 3 sessions over 2 days weekly** Local organisations using the garden as an outdoor space for their activity** Garden open several days a week unsupervised** Educational Visits**			Reporting								

** Subject to confirmation

3. Funding

Categories	Amount	Source of funding
Management and engagement <ul style="list-style-type: none"> • Mobilisation • Project Management • Fundraising • Call out • Group meetings • Promotion • Ongoing general engagement • Reporting • Demobilisation 	£18,941	<ul style="list-style-type: none"> • 50% of GM time in kind - £5,468.75 covered by OPL • Resources for fundraising in kind from Groundwork London and OPL • Remaining to be covered by LLDC: £13,472.25
Activities <ul style="list-style-type: none"> • Training creation and delivery of 4 sessions • Monthly community gardening session from Jan-March 2024, followed by 3 community gardening sessions over 2 days weekly by Groundwork London from April onwards • Garden reps/team Leaders welfare • Education visits for local school 	£57,945	<ul style="list-style-type: none"> • Jan to March 2024 to be covered by LLDC: £2,264 • External funding required for activities and training beyond March 2024. Note that a 12-weeks turn around is required as a minimum.
Maintenance <ul style="list-style-type: none"> • Winter maintenance • Ongoing maintenance 	£3,408	<ul style="list-style-type: none"> • Jan to March 2024 to be covered by LLDC: £1,908 • Corporate Volunteers to cover some maintenance costs • External funding required for maintenance beyond March 2024. Note that a 12-weeks turn around is required as a minimum.
Capital <ul style="list-style-type: none"> • Gardening kits 	£439.80	<ul style="list-style-type: none"> • Initial investment, to be covered by LLDC: £439.80

Total amount	£80,733.8	
Covered by OPL	£5,468.75	
To be covered by LLDC	£18,084.05	
To be fundraised for	£57,181	Subject to fundraising

4. Costs detailed

	Number of days/items	Rate	Projected cost	Comments
January to March 2024 - 3 months/13 weeks				
Mobilisation	6.5	£ 350.00	£ 2,275.00	1/2 day a week
Fundraising			In kind	From from Gwk & OPL
Engagement				
Invite residents and local organisations to meet and discuss - based on call out results and current users	2	£ 300.00	£ 600.00	Instead of steering group. 2 meetings to take place in Feb and March face to face
Support from Gwk to reach out to current users & attendance at meetings			£ 312.00	4h to set up + 2h per face to face meetings = 8 hours
Group meetings welfare	2	£ 30.00	£ 60.00	Based on room for meetings being in kind from HB
Call out to local residents and organisations	4.38	£ 300.00	£ 1,314.00	2h30 a week
Promotion at events	1	£ 300.00	£ 300.00	2 events face to face
Promotion materials			£ 150.00	Only a few flyers and a banner
Online promotion 1h30 per week	1	£ 300.00	£ 300.00	A day over the 3 months period
Maintenance				
Idverde involvement of apprentices in kind			£ -	
Groundwork			£ 1,908.00	
Hackney Bridge - security			£ -	Provided in kind - HB to confirm details. Suggest: - CCTV showing the garden - Part of the security officers daily rounds (twice a day)
Large maintenance items with Corporate Volunteers			£ -	Corporate Volunteers to cover for materials, management and works
Activities				
Monthly Community sessions			£ 1,094.00	
Training				
Creation of badges for those trained?			£ -	No badges - list created for HB security to check when ppl sign in?
Creation of materials OPL	1.5	£ 300.00	£ 450.00	
Creation of materials idverde			£ -	
Delivery of training OPL	1	£ 300.00	£ 300.00	Only 2 training sessions available
Delivery of training idverde			£ -	

Support creating materials & delivery of training Gwk			£ 420.00	2 training sessions support from gardener
Materials				
Gardening kits	20	£21.99	£439.8	20 kits to start with, additional investment may be required depending on interest.
Subtotal January-March 2024			£ 9,922.80	
Subtotal January-March 2024 with 50% of GM time in kind			£ 8,006.50	
April-August 2024 Management and engagement - 5 months/22 weeks				
Project Management	8.25	£ 350.00	£ 2,887.50	3h a week
General engagement - including outreach, promotion at events, social media and newsletter	5.5	£ 250.00	£ 1,375.00	2h a week
Management of users group and quarterly online meetings	1.5	£ 250.00	£ 375.00	2h a month for comms + 1 meeting delivery quarterly
Steering group welfare			£ -	No requirement as online
Call out to local residents and organisations - leave applications open	0.62	£ 250.00	£ 155.00	1h per month
Promotion materials			£ -	No further requirements within this time period
Subtotal April-August 2024			£ 4,792.50	
Subtotal April-August 2024 with 50% of GM time in kind			£ 3,348.75	
April 2024 -April 2025 Activities, maintenance and training - 21 months/91 weeks				
Maintenance				
Maintenance by Gwk			£ 1,500.00	
Maintenance by idverde			£ -	TBC
Hackney Bridge - security and litter			£ -	Provided in kind - HB to confirm details. Suggest: - CCTV showing the garden - Part of the security officers daily rounds (twice a day) - Litter picking at the end of each day/beginning of next one (HB gardener schedule?)
Large maintenance items with Corporate Volunteers			£ -	Corporate Volunteers to cover for materials, management and works
Activities				
Community sessions 3 sessions over 2 days			£ 45,267.00	
Community sessions - weekend			£ 960.00	Bi weekly weekend sessions
Opened garden hours with supervision			£ -	None unless funding for this is found. 1 day a week would be £22,750.

Education visits for local school			£ 8,456.00	Mossbourne requested a weekly session from April to July. Cost to deliver with Gwk, subject to funding. Note that the school needed confirmation this December.
Opened garden hours without supervision - Team Leaders/garden reps welfare for shifts under 4h - estimated twice a week	104	£ 2.00	£ 208.00	
Sign in - radios system at Hackney Bridge?			£ -	Suggest Hackney Bridge provides in kind: - Check in of all at security office - Security team to have a list of garden reps and team leaders - All members to check in - complete a form if not already registered as a garden user - HB to provide a radio to Team leader/Garden rep when signing in?
Training				
Creation of badges for those trained?			£ -	No badges - list created for HB security to check when ppl sign in?
Delivery of training idverde			£ -	
Delivery of training OPL (1 every 6 months)	1	£ 250.00	£ 250.00	
Support delivery of training Gwk			£ 540.00	2 training dates support by gardener
Subtotal April 2024-Dec 2025			£ 57,181.00	Subject to funding
Sept 2024-April 2025 Management and engagement - 8 months/35 weeks - until April to include reporting				
Project Management	13.5	£ 350.00	£ 4,725.00	3h a week
General engagement - including outreach, promotion at events, social media and newsletter	8.75	£ 250.00	£ 2,187.50	2h a week
Management of users group and quarterly online meetings	2.5	£ 250.00	£ 625.00	2h a month for comms + 1 meeting delivery quarterly
Steering group welfare			£ -	No requirement as online
Call out to local residents and organisations - leave applications open	1	£ 250.00	£ 250.00	1h per month
Promotion materials			£ 60.00	Few flyers reprint
Subtotal Sept 2024-April 2025			£ 7,847.50	
Subtotal Sept 2024-April 2025 with 50% of GM time in kind			£ 5,485.00	

5. Liability

Activity	Who is liable?	Comment
Community Sessions	The delivery partner ie. Groundwork London or <i>idverde</i> or OPL	
Corporate Volunteering sessions	The delivery partner ie. Groundwork London or <i>idverde</i> or OPL	
Educational Visits	The delivery partner ie. Groundwork London or <i>idverde</i> or OPL	
Activities ran by other organisations in the garden	The organisation	
Garden closed with no activities	Hackney Bridge	Responsible for the land Offers security supervision with daily inspections and litter picking
Garden open unsupervised	Hackney Bridge	Responsible for the land Offers security supervision with daily inspections and litter picking
Garden open unsupervised and residents/users having access to tools and equipment to conduct their own gardening tasks	Hackney Bridge	Responsible for the land Offers security supervision with daily inspections and litter picking
Garden open supervised by a Park Champion Team Leader	OPL	Hackney Bridge to support the session with provision of a radio and sign-in/out processes

6. Garden features, layout and tools

The garden features include:

- 69 planters
- 3 picnic tables and 6 benches
- 1 waste bin
- 2 notice boards
- 1 mud kitchen
- 1 BBQ
- 3 water tanks + an irrigation system + a tap
- 1 pond
- 3 small lights
- 1 polytunnel
- 1 welfare cabin (no electricity)
- 1 tool shed (no electricity)

- 1 timber shed (no electricity) used as storage
- 2 gates and a fence all around
- 1 composting bay

Beds to be allocated to residents groups marked in blue on the layout below.

