Project Title	Work Activity	Priority	Leader	Staff/vols/ contractors	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
SERVICE																
Patrolling & enforcing byelaws	Daily patrols	1	Senior Ranger	S	■	■	■	■	■	■	■	■	■	■	■	■
Keeping the site clean & well-maintained	Litter picking & waste removal	1	Senior Ranger	S	■	■	■	■	■	■	■	■	■	■	■	■
Keeping the site clean & well-maintained	Dog waste collection	1	Head Ranger	C	■	■	■	■	■	■	■	■	■	■	■	■
Keeping the site clean & well-maintained	Strimming around entrances, benches etc	2	Senior Ranger	S		■	■	■	■	■						
Keeping rights of way open	Arm mowing rides	2	Senior Ranger	C					■	■						
Constructing & maintaining surfaced tracks as access for all	Maintain dead hedges	2	Senior Ranger	V						■						
Applying for Green Flag & Green Heritage Awards	Compile and submit application	2	Head Ranger	S									■	■		
Installing and maintaining gates, fences and posts (Grazing)	Installing new water supply	2	Head Ranger City Surveyor	C												
Managing boundaries & entrances (Welcoming site)	Maintaining entrances following audit	2	Senior Ranger	S/V	■	■										
Installing and maintaining gates, fences and posts (Grazing)	Setting up grazing areas - electric fencing and troughs	1	Senior Ranger	S/V	■	■										■
Managing boundaries & entrances (Amenity areas)	Urban boundary mowing/strimming	1	Senior Ranger	C	■	■	■	■	■	■						
Managing boundaries & entrances (Amenity areas)	Strimming rural boundaries	1	Senior Ranger	C						■						
Inspecting buildings, yards, roads & boards	Workplace inspections (monthly)	1	Head Ranger	S	■	■	■	■	■	■	■	■	■	■	■	■
Inspecting surfaces, facilities & countryside furniture	Infrastructure audits (4-monthly)	1	Senior Ranger	S/V	■				■				■			
Inspecting trees for hazards & managing risks	Tree safety inspections	1	Head Ranger Woodland Ranger	S						■	■	■	■	■	■	■
Inspecting trees for hazards & managing risks	Tree safety work	1	Head Ranger Woodland Ranger	C										■	■	■
Inspecting trees for hazards & managing risks	Emergency tree inspections & work	1	Head Ranger Woodland Ranger	S							■	■	■	■	■	
Reporting incidents, accidents & dangerous occurrences	In line with H&S policy & procedures	1	All	S	■	■	■	■	■	■	■	■	■	■	■	■
Keeping rights of way open	Path and Ride trimming	1	Senior Ranger	V					■	■	■	■	■	■	■	■
Constructing & maintaining surfaced tracks as access for all	Hard surfacing on BW29	1	Head Ranger Senior Ranger	C						■	■	■				
Providing & maintaining facilities	Maintaining byelaw boards	1	Head Ranger Senior Ranger	C	■	■	■									

Project Title	Work Activity	Priority	Leader	Staff/vols/ contractors	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
OPEN SPACES																
Grazing livestock to maintain grassland (Grazing)	Grazing	1	Head Ranger Senior Ranger	S	■	■	■	■	■	■	■					
Checking livestock & stock fencing (Grazing)	Check livestock	1	Senior Ranger	S/V	■	■	■	■	■	■	■					
Managing livestock husbandry & records (Grazing)	Buying & selling animals	2	Head Ranger	S/C												
Maintaining & restoring veteran trees (Special Project)	Vet trees - ground work	1	Head Ranger Woodland Ranger Senior Ranger	C						■	■	■	■	■	■	■
Maintaining & restoring veteran trees (Special Project)	Vet trees - aerial work	1	Head Ranger Woodland Ranger Senior Ranger	C								■	■	■	■	■
Maintaining & restoring wood pasture (Bracken control)	Bracken cutting	1	Senior Ranger	S			■	■	■							
Maintaining & restoring wood pasture (Bracken control)	Bracken mowing & collecting	1	Senior Ranger	S						■						
Maintaining & restoring successional areas & scrub (Successional areas)	Scrub management	1	Head Ranger Conservation Ranger Senior Ranger	S/C/V							■	■	■	■	■	
Creating & maintaining rides & glades (Woodland edge)	Summer ride/ firebreak mowing	1	Head Ranger Senior Ranger	S		■	■	■	■	■						
Creating & maintaining rides & glades (Woodland edge)	Winter ride work	1	Head Ranger Senior Ranger	V/C						■	■	■				
Creating & maintaining rides & glades (Woodland edge)	Glade mowing	1	Senior Ranger	C					■	■						
Clearing harmful vegetation from scheduled monuments	Roman Villa	1	Senior Ranger	S/C						■						
Maintaining & restoring woodland	Health monitoring	1	Head Ranger Senior Ranger	S/C		■	■							■		
Maintaining & restoring woodland	Coppicing	1	Senior Ranger	S/V/C								■	■	■		
Maintaining & restoring woodland	Cut & treat non-native species - turkey oak, laurel, sycamore	1	Senior Ranger	S/V								■	■	■	■	
Mowing & removing cuttings to maintain grassland	Haymaking	1	Head Ranger Senior Ranger	C					■							
Controlling undesirable species	M Daisy, Goats Rue, Golden Rod	1	Senior Ranger	S/V			■	■	■	■						
Monitoring the condition of the open spaces (GAEC)	Condition assessments & cross compliance audit	1	Head Ranger	S/V			■	■	■							
Gathering information by research & surveys	Butterfly transects	2	Senior Ranger	S/V	■	■	■	■	■	■	■					
Gathering information by research & surveys	Bird surveys	2	Head Ranger Conservation Ranger Senior Ranger	V	■	■	■					■	■			

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Project Title	Work Activity	Priority	Leader	Staff/vols/ contractors	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Maintaining & restoring water courses	managing Rye Brook area - LMP	2	Head Ranger Senior Ranger	S/V												
Managing vegetation in freshwater & wetland habitats	Rye Brook & woodfield- willow coppicing/pollarding	2	Senior Ranger	V												
Dealing with arisings	New project	3	Head Ranger Senior Ranger													
MAKING CONNECTIONS																
Consulting local committees, groups & associations	Consultative committees	1	Head Ranger	S												
Sharing information about the site	Village Day	2	Senior Ranger	S/V												
Sharing information about the site	Guided walks and talks	2	Senior Ranger	S												
Working with local countryside management projects	Attend Steering Meetings	2	Head Ranger	S												
Working with emergency services	Safer neighbourhood Partnerships	2	Head Ranger Senior Ranger	S												
Providing volunteer opportunities to individuals & groups	Ashtead Common Volunteers	2	Senior Ranger	S/V	Maintaining furniture etc + dead hedges	Weeds + set up grazing areas	Ride trimming	summer work and recess	recess and ride edge work	Wood pasture	Ride/boundary work	hazel coppicing	Sycamore management	Scrub management	scrub management	audits, yard and equipment
Facilitating educational activities & school visits	School visits & uniformed orgs	2	Senior Ranger	S/V												
Providing volunteer opportunities to individuals & groups	LMCMP	3	Senior Ranger	S/V												
Providing volunteer opportunities to individuals & groups	BTCV	3	Senior Ranger	S/V												
Providing volunteer opportunities to individuals & groups	Corporate volunteers	3	Senior Ranger	S/V												
Providing work experience		3	Head Ranger Senior Ranger	S												