

## **APPENDIX 5: SUMMARY OF CABE GUIDANCE ON OPEN SPACE ACTION PLANS**

### **Open space action plans should:**

- cover a period of five years but should be updated annually;
- be SMART (specific, measurable, achievable, realistic and time-specific);
- agree who will implement action;
- be clear who will lead and take responsibility for delivery;
- include limited number of priorities;
- include a timetable for monitoring and review.

### **Open space action plans should include:**

- actions
- relevant policy
- leadership / responsibility
- partners involved
- start and completion dates
- indicators / measures of success
- estimated cost (capital and revenue)
- funding resources

### **Priorities should be assessed by:**

- Conclusions and recommendations of the strategy;
- Opportunity for quick wins that get results and publicity;
- Resource availability and funding opportunities;
- Local political priorities;
- Priorities of other programmes such as the LAA, multiple area agreement (MAA) or LDF, to which actions in the open space strategy could contribute

### **Priorities might include:**

- Proposals for maintaining and updating the GIS;
- Improving management of the worst-performing spaces;
- Proposals for dealing with deficiencies in provision and quality;
- Publicity and awareness programmes to encourage and broaden use of open spaces;
- Adoption of key planning policies in the LDF;
- Timetable for producing associated strategies.