

# Westcroft Green Project – SMART Action Plan & Gantt Chart

## SMART Action Plan V3

19 March 2026

Ref	Action / Target	SMART Output & Measure	Owner(s)	Timescale	Dependencies	Status	Date Complete
1a	Community Engagement & Consultation	Consultation complete; report shared	Clerk, WG, Cllrs	Jan 2026	None	Complete	Jan 2026
1b	Consultation summary <ul style="list-style-type: none"> <li>- Qualitative and Quantitative - complete</li> <li>- Executive summary - complete</li> <li>- Share with community (Admin to add online and share Facebook update)</li> </ul>	Consultation summary shared with WG to inform plans (exec summary contained within report)	Clerk/WG	Mar WG mtg 2026	1a	In progress	Mar 2026
<b>Relaxation Zone</b>							
R1	Relaxation Zone Plan Visual	Relaxation Plan Visual/ created – Cllr E. Bowden	WG	Mar WG mtg 2026	1b	In progress	

	- Share with community	shared sketch. WG to discuss/agree at March meeting.					
R2	Budget Agreed	Define target budget	Clerk/WG	Apr 2026	R1		
R3	Relaxation Zone Complete  - Community payback Lincoln Probation Service - Abbey Access	Relaxation Zone installed in-line with plan	WG	Aug 2026	R2		
R4	Volunteer Engagement	5 volunteers identified	WG	Apr 2026	R1		
<b>Active Zone</b>							
2	Active Zone Vision & Design Brief  - Exec Summary - Must have elements e.g. monkey bars - Wood/recycled plastic - Include overall sketch from Emma - ID contractors	Vision and design brief approved	Clerk, WG, P&D	At Mar WG mtg 2026	1a, 1b	In progress	

	<ul style="list-style-type: none"> <li>- Agree contractors to contact initially:</li> <li>1. <a href="#">Kompan</a></li> <li>2. <a href="#">Playdale</a></li> <li>3. <a href="#">Online Playgrounds</a></li> <li>4. <a href="#">Proludic</a></li> </ul>						
3a	Contractor Market Research	Contractor grid created – in cllr editable docs	Cllrs, Clerk	Feb 2026	None	Complete	Mar 2026
3b	Active Zone Indicative Quotes	Indicative quotes received based on brief	Clerk	May 2026	2, 3a		
4a	Funding Plan	Create funding plan inc. defining budget	WG/Clerk/ Grants panel	Apr 2026	2, 4b		
4b	<p>Budget Agreed</p> <p>Agree base, mid, and top-level budget:</p> <ul style="list-style-type: none"> <li>- £15,000 Min</li> <li>- £22,500</li> <li>- £30,000</li> </ul> <p><i>Values tbc</i></p>	Define target budget and fall-back budget	WG	At Mar WG Mtg	4a	In progress	
5	<p>Active Zone Visuals and Final Quotes</p> <ul style="list-style-type: none"> <li>- Goals?</li> </ul>	Visuals and Final Quotes received	Clerk	May 2026	3a, 3b		

6	Prioritise Options	3 options with costs	Clerk, WG	Jun 2026	2		
7	Active Zone Public Consultation	Feedback collected	Clerk, WG	Jun–Jul 2026	6		
9	Final Design(s) & Report	Final report prepared	Clerk, WG	Jul 2026	4, 6, 7		
10	Council Decisions	Active zone scheme approval granted	P&D, Full Council	Aug 2026	9		
<b>Biodiversity Actions</b>							
8	Biodiversity Action Plan	Plan implemented Bat and bird boxes purchased	WG, SNP	Dec 2026	2	In progress	
<b>Imaginative Play Zone</b>							
11	Develop Visuals/Plan	Visuals/Plan approved	WG	Apr 2026	2		
12	Install Imaginative Play Zone	Visuals/Plan	WG	Jun 2026			

# Gantt Chart (Indicative)

