



Hampstead Heath, Highgate Wood and Queen's Park Committee

Date: WEDNESDAY, 21 FEBRUARY 2018
Time: 4.00 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

SUPPLEMENTARY AGENDA

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

- a) Draft Minutes of the Highgate Wood Consultation Group Meeting (Pages 1 - 6)**
To receive the draft minutes of the Highgate Wood Consultation Group meeting held on 22 November 2017.
- b) Draft Minutes of the Queen's Park Consultation Group (Pages 7 - 12)**
To receive the draft minutes of the Queen's Park Consultation Group meeting held on 29 November 2017.

Enquiries: Leanne Murphy
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N.B. Part of this meeting could be the subject of audio or visual recording

John Barradell
Town Clerk and Chief Executive

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HIGHGATE WOOD CONSULTATIVE GROUP **Wednesday, 22 November 2017**

Minutes of the meeting of the Highgate Wood Consultative Group held at Heathfield House, 432 Archway Road, London, N6 4JH on Wednesday, 22 November 2017 at 4.00 pm

Present

Members:

Karina Dostalova (Chairman)
Deputy John Tomlinson
Stephanie Beer (Muswell Hill and Fortis Green Association)
Councillor Gail Engert (London Borough of Haringey)
Councillor Bob Hare (London Borough of Haringey)
Lucy Roots (Muswell Hill Friends of the Earth)
Michael Hammerson (Highgate Society)

Officers:

Alistair MacLellan	- Town Clerk's Department
Bob Warnock	- Superintendent of Hampstead Heath
Jonathan Meares	- Highgate Wood & Conservation Manager

1. APOLOGIES

Apologies were received from Anne Fairweather, Marguerite Clark (Highgate Society), Peter Corley (Tree Trust for Haringey), Jan Brooker (Highgate Conservation Area Advisory Committee) and Alison Watson (Friends of Queen's Wood).

2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 31 May 2017 be approved, subject to some typographical amendments.

Matters Arising **Squirrel Traps**

In response to a question from Cllr Bob Hare (London Borough of Haringey), the Conservation & Trees Manager replied that it was difficult to give an estimate of the overall squirrel population in Highgate Wood. In response to a further question, he noted that the traps were likely having a small impact on the overall population, but that judgement on the effectiveness of the traps would be reserved until their introduction was reviewed after one year. Other sites, such as Kenwood, had introduced squirrel traps many years ago and therefore it was worth persevering with the traps in the Wood. He noted that it would not be possible to introduce pine martens into the Wood as a natural

deterrent – in line with a successful pilot in Ireland – as the Wood was too small an area to be a sustainable habitat for the animals.

4. **SUPERINTENDENT'S UPDATE FOR NOVEMBER 2017**

Members considered an update report of the Superintendent and the following points were made.

Revised Working Arrangements

- The Highgate Wood and Conservation Manager noted that these were working well, and that a revised duty roster was currently being consulted on with staff.

Roman Kiln Project

- The Highgate Wood and Conservation Manager noted that he was confident the Charitable Incorporated Organisation would be established by Christmas 2017. The project remained 'live' on the City of London Corporation's project management system.

Sustainability

- The Highgate Wood and Conservation Manager noted that he was looking to replace the battery-powered Bradshaw vehicle which had now come to the end of its working life.

Woodland Conservation and Tree Management

- The Highgate Wood and Conservation Manager drew Members' attention to the draft Woodland Management Plan appended to the report and noted that he planned to work with colleagues of his in Epping Forest and apply for a Countryside Stewardship Award, which would support delivery of the Plan.
- In response to a question from Cllr Gail Engert (London Borough of Haringey) the Highgate Wood and Conservation Manager noted that he was not certain that European Union (EU) grant funding would continue once the United Kingdom left the EU.
- The Highgate Wood and Conservation Manager noted that Members were welcome to provide comments on the draft Plan outside of the meeting, and that the final iteration would be put to the Hampstead Heath, Highgate Wood and Queen's Park Committee in March 2018. At the request of the Chairman, he agreed to issue an email to Members after the meeting setting out the consultation timeline for the Plan, and what the review period would be.
- In response to a request from Cllr Gail Engert (London Borough of Haringey) the Highgate Wood and Conservation Manager agreed to

provide feedback to Members on his meeting with Natural England on 1 December 2017.

Stephanie Beer (Muswell Hill and Fortis Green Association) left at this point of the meeting.

Ecology

- Members expressed their disappointment that there was little evidence that the Wood was populated by hedgehogs, but noted that Queen's Wood was similarly affected and that the likely reason was that hedgehogs preferred garden-like settings, which would explain their prevalence in Golders Hill Park.

Volunteer Activity

- The Highgate Wood and Conservation Manager noted that, whilst the size of volunteer groups had fluctuated in the past, group sessions were now very popular and oversubscribed.

Oak Decline and Oak Regeneration

- The Highgate Wood and Conservation Manager noted that the Forestry Commission was investing a lot of resources into investigating Acute Oak Decline (AOD) and Chronic Oak Decline (COD). The emerging theory was that the two conditions were in fact one and the same, and the causal agent was drought stress. Given the long life cycle of oaks, it was possible that instances of AOD and COD in Highgate Wood dated to intervention into the hydrology of the Wood when it was acquired by the City in the late nineteenth century.
- In response to a question from Cllr Bob Hare (London Borough of Haringey), the Highgate Wood and Conservation Manager agreed that soil compaction could be a contributing factor to AOD and COD. It was very difficult to establish if the conditions represented a macro-cycle as the only 'control group' of ancient oaks existed in Poland, and even those had been subject to some element of human intervention. In response to a further question, he replied that the City had tried air-spraying oaks but that the technique had been unsuccessful.

Tree Disease and Biosecurity Issues

- The Highgate Wood and Conservation Manager noted that Oak Processionary Moth (OPM) had yet to be detected in the Wood, but that staff were using the opportunity of autumn leaf fall to survey trees for evidence of OPM, particularly in areas of high activity such as the playground. He noted also that the City's Director of Open Spaces had formed a Biosecurity Working Group composed of staff from the City and Royal Parks to help coordinate responses to tree disease, biosecurity, and AOD/COD.

Pavilion Café

- The Superintendent of Hampstead Heath noted that the City was negotiating with the current provider for a lease ending 2021, the year that the City of London Open Spaces Bill was expected to become law. The Bill, once law, would empower the City to offer longer leases on cafes across its open spaces, thus providing incentive for tenants to invest more in their service provision.

Community and Events

- The Highgate Wood and Conservation Manager drew Members' attention to a tabled paper that outlined income for the Wood. He noted that the Queen's Park Consultative Group has queried ways in which a more commercial approach to revenue raising could be adopted at the Park.
- The Superintendent of Hampstead Heath noted that an Events Policy would be submitted to the Hampstead Heath, Highgate Wood and Queen's Park Committee at its meeting in early 2018.

Infrastructure and Buildings

- The Highgate Wood and Conservation Manager noted that the introduction of a secure storage box for deliveries to the café had led to a clear reduction in vehicle movements within the Wood.

RESOLVED, that the report be noted.

5. DEVELOPING A DIVISIONAL PLAN FOR HAMPSTEAD HEATH, HIGHGATE WOOD, KEATS HOUSE AND QUEEN'S PARK

Members considered a report of the Superintendent of Hampstead Heath regarding the development of a divisional plan for Hampstead Heath, Highgate Wood and Queen's Park and the following points were made.

- The Superintendent of Hampstead Heath noted that the intention of the plan was to move towards a more outcome-focused way of working. 22 of the 39 projects outlined within the plan were relevant to Highgate Wood. Members were welcome to comment on the draft plan outside of the meeting.
- In response to a question, the Superintendent noted that a summary report would be submitted to Members each summer to provide an update on how divisional plan projects were progressing.

RESOLVED, that the report be noted.

6. **QUESTIONS**

Walking Guide

In response to a question from Cllr Gail Engert (London Borough of Haringey) the Superintendent of Hampstead Heath agreed to consider whether walking guides and associated literature could be provided in the Highgate Wood Café. Cllr Engert noted in particular that she would welcome, if possible, a bespoke guide to a walk from Muswell Hill to Primrose Hill via Highgate Wood and Hampstead Heath.

7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

Deputy John Tomlinson

The Chairman noted that this was Deputy John Tomlinson's first meeting and welcomed him to the Group.

8. **DATE OF NEXT MEETING**

Members noted that their next walk and meeting would be on 18 April 2018, with the walk commencing at 2.00pm and the meeting commencing at 4.00pm. The Town Clerk agreed to ensure that the walk and meeting did not clash with any other City of London Corporation committee meeting.

The meeting ended at 5.10 pm

Chairman

Contact Officer: Alistair MacLellan
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QUEEN'S PARK CONSULTATIVE GROUP **Wednesday, 29 November 2017**

Minutes of the meeting of the Queen's Park Consultative Group held at Park Manager's Office, Queen's Park, London NW6 on Wednesday, 29 November 2017 at 3.00 pm

Present

Members:

Karina Dostalova (Chairman)
Ruby Sayed
Virginia Bonham Carter (Ark Franklin Primary School)
John Blandy (Queen's Park Area Residents' Association)
Helen Durnford (Queen's Park Area Residents' Association)
Giovanna Torrico (Friends of Salusbury School)
Vicky Zentner (Kensal Rise Residents' Association)

Officers:

Bob Warnock	-	Superintendent of Hampstead Heath
Richard Gentry	-	Constabulary and Queen's Park Manager
Alistair MacLellan	-	Town Clerk's Department

1. APOLOGIES

Apologies were received from Anne Fairweather, Cllr James Denselow, Cllr Neil Nerva and Cllr Eleanor Southwood.

2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 14 June 2017 be approved as a correct record.

4. SUPERINTENDENT'S UPDATE REPORT

Members considered an update report of the Superintendent and the following points were made.

Operational Management

- The Queen's Park Manager noted that two recruitment campaigns had been conducted for the vacancy of Team Leader, but the preferred candidate had declined the role in favour of a secondment in the Ascension Islands. The Queen's Park Manager added that he was working with City of London Corporation HR to review the job description, and a further recruitment round would be conducted in early 2018.

- The Queen's Park Manager noted that a range of cyclical works had been carried out in the Park, including rewiring of the Play Area Toilets and the Pool. Further cyclical works were planned, including to paths and fencing. Park users would be updated on the progress of works via social media.

Projects and Programmes

- The Queen's Park Manager noted that some movement had been detected in the Ladies' Toilets. Temporary repairs had been carried out by the City's City Surveyor's Department, and the building would be monitored for further movement. The Manager reminded Members that a proposed extension to the toilet block had been proposed at the June 2017 meeting, at a cost of £45,000. The recent movement presented an opportunity to review whether a wider, more ambitious, project could be undertaken.
- In response to a question from a Member, the Queen's Park Manager confirmed that monitoring the building for further movement was being undertaken.
- In response to a question from a Member, the Chairman noted that any increased project scope would be subject to the City of London Corporation's Project Procedure. The Superintendent agreed to map out a draft project timeline and share it with Members outside of the meeting.
- In response to requests from Members for the Group to be involved in the process as much as possible, the Superintendent agreed to share the designs for the Ladies' Pond at Hampstead Heath as a potential example of what any future project for the toilet block in Queen's Park could involve.
- In response to comments regarding potential funding sources for the project, the Queen's Park Manager noted he had approached Accessibility who had advised they had limited funding to offer. The Chairman noted that she would also approach the City's Chief Grants Officer to see if the project qualified for any City grants. A Member encouraged officers to liaise also with the London Borough of Brent.
- The Queen's Park Manager noted that the tender for works at the Queen's Park Sandpit had been unsuccessful, and he would therefore be re-approaching potential contractors.

Sustainability

- In response to a question from a Member, the Queen's Park Manager replied that some green waste was composted at the Park, but that the bulk was removed by a contractor as the cost of disposing with all green waste at the Park itself was prohibitive.

Ecology and Environment

- The Queen's Park Manager noted that the City's Director of Open Spaces had formed a Biosecurity Working Group consisting of officers from the Royal Parks and the City of London Corporation to encourage a joined-up response to biosecurity threats such as Oak Processionary Moth.

Visitors and Community

- A Member welcomed the fact the Park was licenced to hold marriages and civil partnerships at the Bandstand, with accompanying marketing potential.
- The Queen's Park Manager noted the ongoing popularity of the RSPBs 'Wild Park' sessions.

Events

- The Queen's Park Manager noted an application had been received for a further *Shakespeare in the Squares* to be held in the Quiet Garden on 23 June 2018.
- The Queen's Park Manager thanked the Queen's Park Area Residents Association for their role in delivering a successful Queen's Park Day, which was attended by over 11,000 people.
- In response to a question from a Member, the Queen's Park Manager replied that local business involvement in events in the Park included an alcohol stall for *Shakespeare in the Squares* and a local caterer for Queen's Park Day. The Chairman commented that it was important that the Park Café was given as much support as possible.

Sport and Recreation

- The Queen's Park Manager noted that two tennis courts had not yet been allocated a contractor. He would be meeting with the Lawn Tennis Association on 4 December 2017 to explore grant funding opportunities, and would also review whether any potential funding could be claimed from the Wembley Stadium Trust. In response to a comment from a Member, he agreed to liaise with the City's Central Grants Team to ensure any grant application best practice could be applied to bids from the Park.

Financial Implications

- Members considered a tabled paper setting out income for the Park for both 2016/17 and 2018/19. In response to a question from a Member, the Superintendent noted that income from donation boxes at

Hampstead Heath and Highgate Wood secured c. £80 per month, and that similar boxes could be trialled at Queens's Park.

- In response to a request from the Chairman, the Superintendent agreed to provide an analysis at the next meeting on the effectiveness on the online booking system used in the Park.
- In response to a further request from the Chairman, the Superintendent agreed to draw up options for improving the fencing around the paddling pool for the next meeting.
- In response to a suggestion from a Member, the Superintendent agreed to investigate whether the listed telephone box near the Park could be converted into a community use, such as a pop up coffee shop or heritage library. He nevertheless noted that the box was still operational.

RESOLVED, that the report be noted.

5. QUEEN'S PARK CAFE UPDATE

Members considered a tabled paper of the Superintendent regarding potential options for Queen's Park Café and the following points were made.

- The Queen's Park Manager noted that Members had before them four anonymised bids for the licence to operate Queen's Park Café. They had been graded using a matrix of 60% quality and 40% price. Of the four bids, bid 6 and bid 12 had proved most popular in terms of their menus during public consultation.
- In response to a question from the Chairman, the Park Manager confirmed that each potential café operator's social offering had been evaluated as part of the catering concept element of their bid. He agreed to amend the title of that section accordingly to reflect the fact it included a social offering.

Giovanna Torrico left at this point of the meeting.

- The Park Manager noted that bids 6 and 12 had plenty of catering experience but not necessarily in a park context. Bid 1 had less experience and was more geared towards hot drinks. Bids 1, 6 and 12 were all local to the Queen's Park area.
- The Chairman noted that she would welcome a community statement from bid 1.
- A Member commented that she would welcome a provider was creative in terms of menu, and planned to use the whole range of space in the café.
- A Member encouraged the Park Manager to interview all four bids, not just the top two. If only two bids were brought forward for interview,

officers should be clear on their reasons for not inviting the other two bids.

- In response to a question, the Superintendent agreed to confirm whether the Chairman and the Chair of the Queen's Park Area Residents' Association could observe the forthcoming interviews. The Park Manager noted that the interviews were scheduled for mid-January 2018.

RESOLVED, that the report be noted.

6. DEVELOPING A DIVISIONAL PLAN FOR HAMPSTEAD HEATH, HIGHGATE WOOD, KEATS HOUSE AND QUEEN'S PARK

Members considered a report of the Superintendent regarding the development of a Divisional Plan for Hampstead Heath, Highgate Wood and Queen's Park and the following points were made.

- The Superintendent noted that 19 projects listed within the report and its appendices related to Queen's Park. A further project concerning the Ladies' Toilets would be included, and a Red/Amber/Green column added to future iterations to aid interpretation of project progress.

RESOLVED, that the report be noted.

7. QUESTIONS

Anti-Social Behaviour at Lychgate

In response to a question from a Member regarding an increase in anti-social behaviour at the lychgate on the south-eastern corner of the Park, the Park Manager noted that the local policing team had recently had a change in personnel which had meant there had been some interruption in night-time patrolling. He would provide the policing team with a key to allow them to access the Park after hours. A Member added her thanks to the Park Manager for his efforts to secure policing presence – she noted that the Police had attended her Association meetings monthly but had not attended for the past six months.

8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

9. DATES OF NEXT MEETINGS

The date of the next meeting on 24 April 2018 at 3.00pm was noted.

The meeting ended at 4.50 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

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